

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting to be held on
Thursday, **February 25, 2021** at 9:00 A.M.
Virtual through Zoom Platform

Meeting ID: 870 1510 3420 Passcode: 369867

<https://us02web.zoom.us/j/87015103420?pwd=RXZ4UytTeTdZZEo2WmRrMDZTc002dz09>

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

1. Meeting:

Call to Order

2. Agenda:

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

3. Minutes:

1. Minutes of January 19, 2021 – **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of January 28, 2021 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of February 16, 2021 – **Special County Council Meeting.** ©

Recommendation: Motion to Adopt.

Public Hearing - Bylaw 1383-20:

A G E N D A: Public Hearing to be held on
Thursday, February 25, 2021 at 9:15 A.M.
Virtual through Zoom Platform

<https://us02web.zoom.us/j/87015103420?pwd=RXZ4UytTeTdZZEo2WmRrMDZTc002dz09>

Meeting ID: 870 1510 3420 Passcode: 369867

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

1. Opening:

- Public Hearing is called to order.
- Public wishing to be heard sign in on the sign-in sheet.
- Confirmation is provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.
- Purpose of the hearing is summarized:

To obtain public input in regard to Bylaw 1383-20: a bylaw to adopt an Intermunicipal Development Plan between Smoky Lake County and Lamont County.

Ground rules of the hearing and order of speaking are reviewed.

2. Staff Presentation:

- Smoky Lake County Planning Staff make their presentation(s).
Bylaw 1383-20: was given first reading on January 28, 2021.
- Council asks questions and/or request points of clarity.

3. Public Presentations via Written Submissions:

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

4. Public Presentations at the Public Hearing:

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

5. Questions and Answers:

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

6. Closing Remarks:

- Declare the Public Hearing closed.

4. Request for Decision:

1. **Bylaw No. 1383-20:** Smoky Lake County and Lamont County Intermunicipal Development Plan. ©
2. **Bylaw No. 1388-20:** Smoky Lake County and Lamont County Intermunicipal Collaboration Framework. ©
3. Municipal Excellence Award Nomination. ©
4. Request to Purchase County Owned Land: Pt. SW-6-59-15-W4M (0.31 acres). ©

5. Issues for Information:

1. Reports:

5.1.1 Chief Administrative Officer:

- a. Monthly Report: January 29, 2021 to February 18, 2021. *(To be handed out at meeting.)*
- b. Financial Statement for the months of: **December 2020.** ©
- c. Action List:
 - i. County Council Committee of the Whole for the Purpose of Administration Meeting – January 19, 2021. *(To be handed out at meeting.)*
 - ii. County Council Meeting – January 28, 2021. *(To be handed out at meeting.)*
 - iii. Special County Council Meeting – February 16, 2021. *(To be handed out at meeting.)*

5.1.2 Municipal Finance:

- a. Actual to Budget Review. ©
- b. Accounts Receivable Aging Reports (*for Councillor's information*). ©
- c. Cheques register for Councillor's information (*for Councillor's information*). ©

5.1.3 Reeve's Report.

- a. January 22, 2021 to February 18, 2021. ©

5.1.4 Councillor Reports.

- a. Division One.
- b. Division Two.
- c. Division Three.
- d. Division Four.
- e. Division Five.

Addressed and reported
during Committee: Task
Forces and Boards
(Section 5.2)

5.1.5 Manager's Reports.

- a. Public Works Manager. ©
 - i. 2021 Road Projects.
 - ii. Council 2021 Request Summary. ©
- b. Public Works Foreman. ©
- c. Public Works Shop Foreman. ©
- d. Peace Officer. ©
- e. Natural Gas Manager.
- f. Environmental Operations.
- g. Agricultural Service Board.
- h. Planning and Development. ©
- i. Safety Officer. ©
- j. Fire Chief.
- k. GIS. ©
- l. Communication Director. ©

5.1.6 Training Events – Reports.

- a. Public Works Manager.
- b. Public Works Foreman.
- c. Public Works Shop Foreman.
- d. Peace Officer.
- e. Natural Gas Manager.
- f. Environmental Operations. ©
- g. Agricultural Service Board.
- h. Planning and Development.
- i. Safety Officer.
- j. Emergency/Fire Protective Services.
- k. GIS.
- l. Finance.
- m. Administration.
- n. Communication.

2. Committee: Task Forces and Boards

- 5.2.1 Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee
- 5.2.2 Corridor Communications Incorporated– (*In Executive Session*)
- 5.2.3 Doctor Retention & Recruitment Committee
- 5.2.4 Evergreen Regional Waste Management Commission
- 5.2.5 Family Community Support Services Committee
- 5.2.6 Fire and Rescue Liaison Committee

Smoky Lake:

Vilna:

Waskatenau:

- 5.2.7 Government Liaison Committee
- 5.2.8 Highway 28/63 Regional Water Services Commission
 - a. **Division 5 Report:** Minutes – January 20, 2021. ©
- 5.2.9 Joint Health and Safety Committee
 - a. **Minutes:** January 21, 2021. ©
 - b. Annual County Safety Meeting.

Recommendation: That Smoky Lake County's Annual Safety Meeting for 2021 be cancelled in respect to the COVID-19 pandemic, to adhere to the safety protocols in place.

- 5.2.10 Municipal Planning Commission:
- 5.2.11 Northeast Alberta Information HUB
- 5.2.12 North East Muni-Corr. Ltd.
 - a. **Division 2 Report:** February 8, 2021. ©
- 5.2.13 Northern Lights Library Board
- 5.2.14 Policy Committee
- 5.2.15 R.C.M.P. Liaison Committee
- 5.2.16 Regional Community Development Committee (RCDC)
- 5.2.17 Regional Emergency Management
- 5.2.18 Risk-Pro Control Management Committee

Added Named Insured: Minutes:

- 5.2.19 Smoky Lake Community Day Care Cooperative Committee
- 5.2.20 Smoky Lake Foundation
- 5.2.21 Smoky Lake Region Fire and Rescue Committee
- 5.2.22 Smoky Lake Heritage Board
- 5.2.23 Joint Municipalities:
- 5.2.24 Smoky Lake Agricultural Society
- 5.2.25 Intermunicipal Collaboration Committee
- 5.2.26 Citizens-on-Patrol Association
- 5.2.27 Ukrainian Twinning Committee
 - a. Forestry Information in Kosiv. ©
 - b. Kosiv Tourism Links. ©

6. Correspondence:

- 1. Alberta's Lakeland Destination Marketing Organization Membership. ©

Recommendation: Renew 2021 membership and pay invoice.
**Renewed in 2020*
- 2. Brownlee LLP Emerging Trends in Municipal Law- Virtual Seminar- February 18, 2021. ©

Recommendation: Approve action in attending
- 3. Dan Hamilton, Reeve, Cypress County, dated February 5, 2021 – Re: Reopening the Economy. ©

Recommendation: Acknowledge receipt.
- 4. Honourable Ric McIver, Minister, Alberta Municipal Affairs. Dated February 2021 – Re: Submissions for the 20th Annual Ministers Awards for Municipal Excellence.

Recommendation: Council's discretion.

5. Greg Sawchuk, Reeve, MD of Bonnyville No 87, dated January 20, 2021- Re: Need for a Stronger Western Canadian Municipal Advocate. ©
**Note: Will be discussed as a delegation # 7.2.*

Recommendation: Council's discretion.

6. Jaclyn Jarema, Hanmore Lake Caretaker, dated February 3, 2021 – Re: Request for Microsite for online camping reservation booking. ©

Recommendation: That Smoky Lake County Council approve the request received from Jackie Jarema, Custodian for Hanmore Lake and Island Lake Campgrounds for the County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with campground booking applications or domain name be at the expense of the requesting party, as per the letter received from Jackie Jarema, dated February 3, 2021.

7. 2021 Annual Planning Conference and Education Session – May 3rd to May 5th 2021. ©

Recommendation: Who can attend-attend.

8. Summary: Thank You's received to Smoky Lake County for the Month of February – None received.

9. **Information Releases:** Month of February 2021. ©

Recommendation: R10-21 to R14-21 be filed for information. R09-21 and R15-21 be acknowledged receipt of information.

7. **Delegation(s):**

1. Bruce Chern, Golden View Fabricating Ltd. @ 10:00 a.m. – Re: One-pass pull type grader system. ©
2. Steve Upham, Reeve, County of St. Paul No. 19 @ 11:00 a.m. – Re: Federation of Canadian Municipalities. ©

8. **Executive Session:**

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

10. **Bills and Accounts:**

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

12. **Adjournment**



Public Hearing Date: February 25, 2021
Public Hearing Time: 9:15 a.m.

PUBLIC HEARING BACKGROUND

- PROPOSED BYLAW NAME & NO.:** Smoky Lake County Bylaw 1383-20
Smoky Lake County and Lamont County Intermunicipal Development Plan
- APPLICANTS:** Smoky Lake County & Lamont County
- PROPOSAL:** A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County and Lamont County

BACKGROUND:

- August 27, 2019 – Smoky Lake County and Lamont County Intermunicipal Collaboration Framework and Intermunicipal Development Plan Preliminary Meeting
 - A meeting was held to discuss the requirements of Intermunicipal Collaboration Frameworks (ICFs) and Intermunicipal Development Plans (IDPs) as well as the ICF/IDP project objectives.
 - Specifically, the following requirements pertaining to IDPs were discussed:
 - *Municipal Government Act* requirements;
 - Land use planning;
 - Economic development; and
 - Transportation.
 - Specifically, the following objectives were identified for the IDP project:
 - Identification of the Plan Area's boundaries;
 - Identification of the preferred future land uses within the Plan Area;
 - Identification of opportunities and constraints to long-range growth within the Plan Area; and
 - Provide policies that guide land use and economic development that benefits both municipalities.
- February 20, 2020 – Smoky Lake County Council Meeting
 - **Motion 519-20:** "That Smoky Lake County Council utilize the extension granted by the Minister of Municipal Affairs under the Ministerial Order No. MSL:047/18, to April 1, 2021, for the development of an Intermunicipal Development Plan with Lamont County, and that notice shall be sent to Lamont County, informing them of Smoky Lake County's motion, and requesting that Lamont County pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs."
- September 17, 2020 – Smoky Lake County and Lamont County Intermunicipal Collaboration Framework and Intermunicipal Development Plan Steering Committee Meeting
 - A meeting was held on September 17, 2020, to review the draft IDP that was prepared by Municipal Planning Services.
 - Following the meeting, the Planning and Development Department provided feedback to Municipal Planning Services on issues that Smoky Lake County would like to see addressed through the IDP.
- December 10, 2020 – Smoky Lake County Council Meeting
 - **Motion 216-20:** "That Smoky Lake County proceed with public participation process in accordance with *Policy Statement No. 01-51-01*, for the proposed Bylaw 1383-20: Lamont County Intermunicipal Development Plan (IDP), and determine a date, in early 2021, for the public to virtually participate due to the ongoing COVID-19 pandemic; and advertised the Public Notice in regard to same, accordingly in the Smoky Lake Signal and the Review newspapers for two consecutive weeks, as well as on the County's website, social media and at the County office."
- January 28, 2021 – Smoky Lake County Council Meeting
 - **Motion 314-21:** "That Smoky Lake County Bylaw No. 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan, for the purpose of adopting the said plan, be given FIRST READING; and schedule a Public Hearing for Thursday, February 25, 2021, at 9:15 a.m., and advertise said Public Hearing in the local newspapers for

two consecutive weeks, in accordance with section 230 and section 606 of the Municipal Government Act, and advertise said Public Hearing on the County's website, social media platforms and at the County office."

- A notice has also been posted on the County's website since **February 2, 2021**, in the Grapevine on **February 8, 2021**, and on the County's Facebook page on **February 4, 11 & 23, 2021**.
- The Public Hearing Notice was advertised in the Smoky Lake Signal the weeks of **February 9, 2021 and February 16, 2021** and in the Redwater Review the weeks of **February 10, 2021 and February 17, 2021**. The proposed bylaws were advertised and notice has been provided in accordance with the applicable legislation.
- This Public Hearing has been scheduled to obtain public input on the proposed Bylaw in accordance with Section 230 of the Municipal Government Act.

ATTACHMENTS:

1. Draft Smoky Lake County Bylaw No.1383-20
2. Relevant Legislation
3. Notice of Public Hearing

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1383-20**

A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County & the Village of Waskatenau.

WHEREAS an Intermunicipal Development Plan has been prepared for Smoky Lake County & Lamont County based on public input and studies of land use, development and other relevant data; and

WHEREAS the foresaid Intermunicipal Development Plan describes the way in which the future development within the Plan area may be carried out in an orderly and economic manner;

NOW THEREFORE the Council of Smoky Lake County, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government Act R.S.A. 2000, c. M-26 as amended, enacts as follows:

1. This new Bylaw may be cited as "Smoky Lake County & Lamont County Intermunicipal Development Plan".
2. The Smoky Lake County & Lamont County Intermunicipal Development Plan is attached hereto as Schedule "A" to this Bylaw is hereby adopted.
3. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c. M-26, as amended.

This Bylaw comes into effect upon the date of the final reading thereof.

READ a First Time this 28th day of January, AD 2021.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

READ a Second Time this _____ day of _____, AD 2021.

READ a Third and Final Time this _____ day of _____, AD 2021 and finally passed by Council.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

Smoky Lake County & Lamont County

INTERMUNICIPAL DEVELOPMENT PLAN



Smoky Lake County
Bylaw No. 1383-20



Lamont County
Bylaw No. 828.21

ACKNOWLEDGEMENTS

The Smoky Lake County & Lamont County Intermunicipal Development Plan Area is located within Treaty 6 Territory, and is the traditional lands of the Cree, Blackfoot and Métis people.

Planning recognizes the interconnected nature of land use, water systems, and human culture.

Responsible land use and resource management of lands in the Intermunicipal Development Plan Area did not begin with this plan; Indigenous Peoples have been and continue to be stewards of the land, water, and resources.

COUNCILS AND PROJECT TEAM



SMOKY LAKE COUNTY

Craig Lukinuk	Mayor
Randy Orichowski	Deputy Mayor
Johnny Cherniwchan	Councillor
Dan Gawalko	Councillor
Lorne Halisky	Councillor



LAMONT COUNTY

David Diduck	Reeve
Roy Anaka	Deputy Reeve
Daniel Warawa	Councillor
Wayne Woldanski	Councillor
Neil Woitas	Councillor

CONSULTING TEAM

Jane Dauphinee	Principal & Senior Planner
Allison Rosland	Planner
Brad MacDonald	Planner

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1 INTRODUCTION

The Smoky Lake County & Lamont County Intermunicipal Development Plan (the IDP) is a statutory plan adopted by bylaw by the Councils of Smoky Lake County and Lamont County. The location of the IDP area within the Smoky Lake County and Lamont County regions is illustrated on **Map 7.1 – Regional Location**.

1.1 PURPOSE OF THE PLAN

An IDP is a statutory plan prepared by two or more municipalities that share a common border. The purpose of the IDP is to ensure that future development concepts and land use policies for areas of mutual interest are coordinated between the municipalities, and establish processes for communication, referral, and dispute resolution to mitigate the risk of future land use conflicts between the partnering municipalities. This IDP applies to lands within Smoky Lake and Lamont Counties. The Plan Area is identified on **Map 7.2 – Plan Area and Referral Area Boundaries**.

The municipal policy framework that supports the preparation of an IDP is contained within the Counties' respective Municipal Development Plans.

The Counties that all municipalities party to this IDP are equal and have a right to growth and development. The Counties have agreed that a negotiated IDP is the preferred method of addressing intermunicipal land use planning issues within the IDP area and that an IDP represents an opportunity for continuing a cooperative working relationship. Policies within this IDP are not intended nor shall be interpreted to fetter the discretion or autonomy of each municipality's Council.

1.1 PLAN PRINCIPLES

The IDP is guided by six planning principles. These principles are derived from the IDP requirements outlined in the MGA, as well as the Provincial Land Use Policies. These principles guided the development of plan policies and are fundamental to the interpretation and implementation of this IDP.

Principle 1	Principle 2	Principle 3
Maintain open, fair, and honest communication.	Ensure that future development is mutually beneficial and compatible.	Respect and maintain the local heritage and character of the region.
Principle 4	Principle 5	Principle 6
Ensure efficient use of land, infrastructure, public services, and public facilities.	Identify and protect environmentally sensitive features.	Provide for effective IDP administration and implementation mechanisms.

1.2 PLAN ORGANIZATION

The Smoky Lake County & Lamont County Intermunicipal Development (the IDP) has been organized into six parts:

PART 1	Introduction	Includes the purpose of the plan, history, plan principles, plan organization, legislative requirements for an IDP, and relationships to other plans.
PART 2	Plan Area Information	Information about the Plan Area's land use, transportation, and environmental features.
PART 3	Land Use and Development	Contains policies for all land use and development activities in the Plan Area.
PART 4	Future Land Use Areas	Contains policies for specific land uses areas identified on Map 7.3 - Future Land Use .
PART 5	Cooperation	Addresses the Intermunicipal Planning Committee, intermunicipal communication, circulation and referral procedures, amendment and repeal processes, and criteria for future annexation.
PART 6	Resolving Disputes	Outlines processes for resolving intermunicipal disputes related to the IDP.
PART 7	Maps	Maps that illustrate the location of the IDP area, and relate to specific policies in the IDP.
APPENDIX	A to C	Additional information (not approved as part of this IDP) that may be used to clarify questions about existing land uses, definitions, and provincial recommendations.

1.3 LEGISLATIVE REQUIREMENTS

Requirements for IDPs are outlined in Section 631(2) of the *Municipal Government Act*, R.S.A. 2000 c. M-26, as amended (MGA). The IDP is consistent with requirements for intermunicipal collaboration and IDPs identified within the MGA.

1.4 RELATIONSHIP WITH OTHER PLANS, FRAMEWORKS, AND BYLAWS

North Saskatchewan Regional Plan

The North Saskatchewan Regional Plan (NSRP) is currently being prepared by the Province of Alberta and is expected to come into effect in the future. The IDP plan area is located entirely within the proposed NSRP area.

The NSRP will use a cumulative effects management approach to set policy direction for municipalities to achieve environmental, economic, and social outcomes within the North Saskatchewan Region.

Pursuant to section 13 of the *Alberta Land Stewardship Act*, S.A. 2009, c. 26.8, as amended (ALSA), regional plans are legislative instruments. Pursuant to section 15(1) of ALSA, the Regulatory Details of the NSRP are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy to inform and are not intended to have binding legal effect.

The Alberta Land Use Framework sets out an approach to managing public and private lands and natural resources to achieve Alberta's long-term economic, environmental, and social goals. The Land Use Framework establishes the Alberta government's model for the NSRP and other regional plans, and identifies three desired outcomes:

- A healthy economy supported by our land and natural resources
- Healthy ecosystems and environment
- People-friendly communities with ample recreational and cultural opportunities.

The participating municipalities have worked closely to ensure that the IDP has been developed in a manner that adheres to the intended purpose of the regional plans, as identified in the Alberta Land Use Framework.

Intermunicipal Collaboration Framework

All municipalities in Alberta are required to adopt an Intermunicipal Collaboration Framework (ICF) with each municipality with whom they share a common border. This IDP is consistent with the policies, communication and collaboration processes identified in the applicable ICF.

Municipal Development Plan

A Municipal Development Plan (MDP) is a statutory plan that guides the future growth and development of a municipality. The MDP establishes a vision to accommodate growth responsibly and serves as an important decision-making tool for Council, administration, and all stakeholders. All MDPs must be consistent with an approved IDP.

The Counties respect that each municipality will identify their individual visions and priorities for future land use growth and development through their respective MDPs.

Area Structure Plans/Area Redevelopment Plans

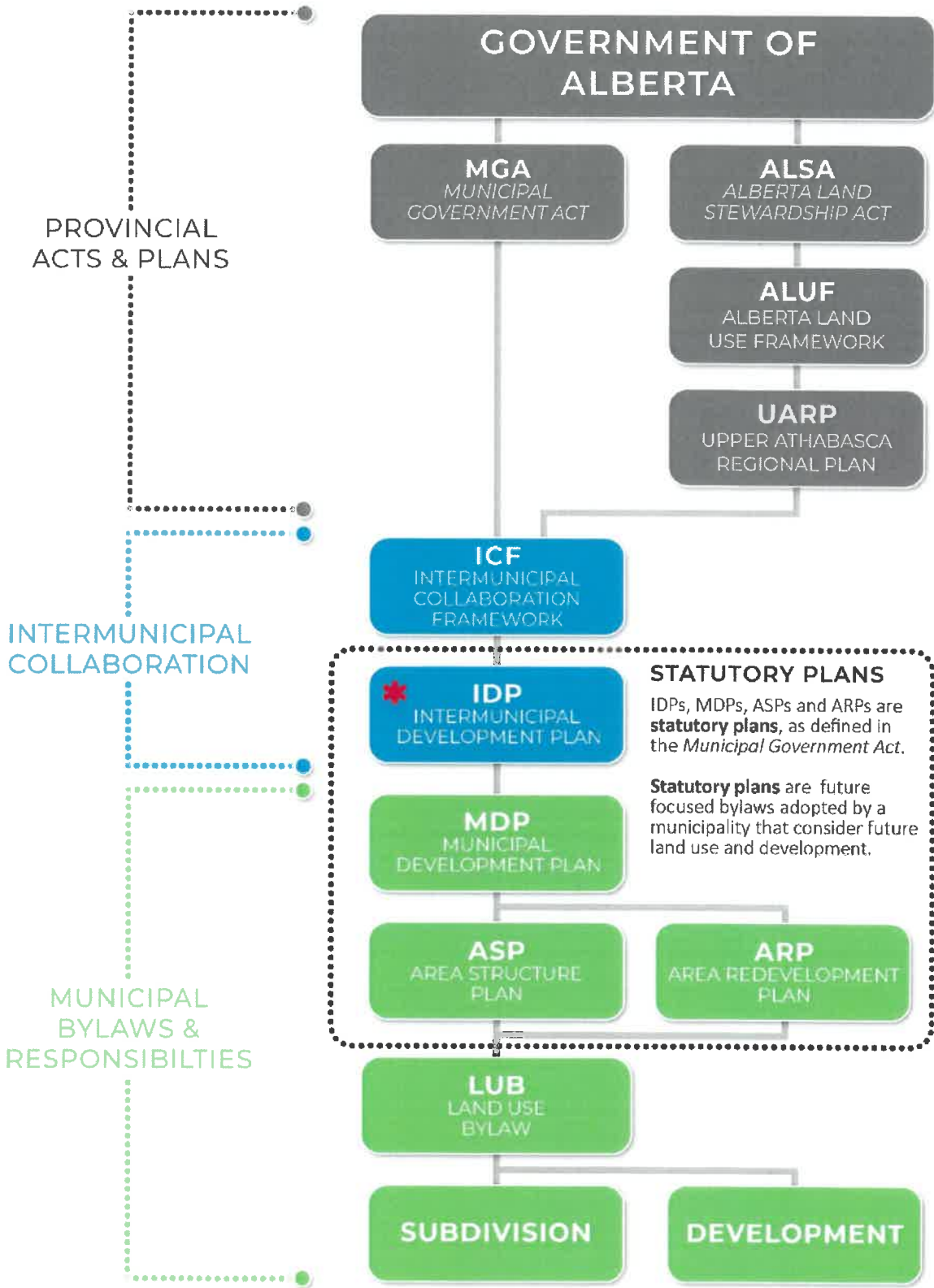
Area Structure Plans (ASP) and Area Redevelopment Plans (ARP) are statutory plans adopted by a municipality. They provide a policy framework for future subdivision and development for a particular area at a local level. They provide land use, access, and servicing policy direction for specific neighbourhoods or areas of a municipality. An ASP or an ARP must be consistent with an approved IDP and MDP.

Portions of the plan area within Smoky Lake County are within the Victoria District Area Structure Plan. The purpose of the Victoria District ASP is to guide growth and development within the Plan area, and to ensure that new development complements/enhances the natural beauty and historically significant features of the local landscape.

Currently, there are no ASPs or ARPs within the Lamont County portion of the IDP area.

Planning Hierarchy

The chart below identifies how an IDP relates to other provincial acts and regulations, intermunicipal collaboration efforts, statutory plans, and planning processes.



2 PLAN AREA INFORMATION

2.1 HISTORY AND CULTURE



FIGURE 1: NORTH SASKATCHEWAN RIVER

Lands and waterways within the IDP area have long been important to local Indigenous Peoples, Métis, and early European settlers. The banks of the North Saskatchewan River were used by Cree and Blackfoot peoples for travel routes, hunting, fishing, and cultural gathering. With the establishment of Hudson’s Bay Company and North West Company trading posts, the North Saskatchewan River was similarly used for transportation beginning in 1795, as the fur trade drove settlement patterns. A 1,400 kilometre overland trail, linking Fort Garry in present-day Manitoba with Fort Edmonton, followed the North Saskatchewan River through the Victoria District (later becoming the Victoria Trail) on the north side of the river. The route provided an overland option for the movement of people and goods between the various settlements along the river and further north.

The first permanent settlement within the area was established in 1862 when Reverend George McDougall established a Methodist mission near the mouth of Smoky Creek. Two years afterwards, a Hudson’s Bay Company trading post was established just east of the mission site. McDougall encouraged Métis families from the Red River area in Manitoba to settle Victoria. Between 1865 and 1870, the Métis population grew to 130, with the newly arrived families establishing river lot farms. The settlements extended 23 kilometres along the north bank of the river. Log farmsteads (some of which stand today) were established close to the river and Métis settlers began farming the fertile bench lands.



FIGURE 2: OLD FERRY AT PAKAN, NORTH SASKATCHEWAN RIVER



Many features of the Métis and Ukrainian settlement patterns remain on the north side of the river in Smoky Lake County, including hedgerows and shelterbelts consistent with the river lot system established between 1865 and 1870.

The Victoria District was designated a National Historic Site by the Minister of Canadian Heritage in 2001, on the advice of the National Historic Sites and Monuments Board of Canada. A Commemorative Statement of Integrity that describes the heritage values of the Victoria District was completed in 2008.

2.2 ENVIRONMENTAL FEATURES

All lands within the plan area are within the White Earth subwatershed of the larger North Saskatchewan River watershed. Developed and undeveloped lands adjacent to the river form part of its natural riparian areas – an important transition area that affects the quality and quantity of overland water entering the river. The riparian areas also supports a wide diversity of plant and animal life.

Several quarter sections of land within the IDP area are identified as Environmentally Significant Areas (ESAs). The Alberta Merged Wetland Inventory also notes the presence of several wetland areas within (and immediately adjacent to) the IDP area. ESAs and wetlands are identified on **Map A.1 – Local Features**.

2.3 CURRENT LAND USE AND DEVELOPMENT

The majority of developed properties in the plan area are used for agricultural purposes. This includes crop cultivation, livestock foraging, and farmstead development.

Residential development in the IDP area is very limited; multi-lot country residential developments in Smoky Lake County are located within the north half of 12-58-18-W4. Where residential developments exist in the IDP area they are often in association with an existing farmstead or are surrounded by agricultural lands.

The Victoria District is located in the central portion of the IDP area, within Smoky Lake County. The Victoria District is a National Historic Site, recognized for its unique cultural landscape, through highly visible and intact physical attributes. The Victoria District represents an exceptional illustration in one concentrated area of major themes in Prairie settlement, including:

- The development of the fur trade;
- The establishment of the Métis river lot system;
- The arrival of missions;
- Prairie agricultural development; and
- The establishment of eastern European immigrants at the beginning of the 20th century.

Significant land use features within the Victoria District include: the Victoria Settlement Provincial Historic Site, several preserved historical buildings, the Victoria Trail, the orientation, cultivation patterns, and shape of lots adjacent to the Victoria Trail, and Metis Crossing. Metis Crossing is the first major Métis cultural interpretive destination in Alberta and represents a significant attraction and destination with the IDP area. The Alberta Metis Cultural Interpretative Centre provides space for cultural interpretation, education, gatherings, and business development on the 512 acre site. The next phase of development includes a 40 room boutique lodge which will provide visitors to the area with overnight accommodations, a fine dining venue to showcase traditional Metis cuisine, and experience additional cultural and tourism activities within the Smoky Lake and Lamont County regions.

Future land use and development in the Victoria District is guided by Smoky Lake County's Victoria District ASP. The boundaries of the ASP and the location of the noted historic sites are identified on **Map A.3 – Historic and Cultural Features**.

Within the Lamont County portion of the IDP area (within LSD 12 in SW 18-58-W4) is the Presentation of the Blessed Virgin Mary Ukrainian Catholic Church. The Church is a wood frame structure constructed on a cruciform plan with a large central onion-shaped dome in the Byzantine tradition. It faces west on a slight rise on a landscaped site, less than a mile north of the crossroads that mark the site of the former rural community of Delph, in Lamont County.



2.4 TRANSPORTATION

The north and south portions of the IDP area are connected via two provincial highway bridges: Highway 831 in the west, and 855 in the central portion of the plan area. In the southern portion of the IDP area, properties are accessed via unpaved County roads developed to a rural standard. In the northern portion of the IDP area, the Victoria Trail serves as a major east-west thoroughfare, generally following the course of the North Saskatchewan River. The Victoria Trail is predominately unpaved, and developed to a rural standard. The Victoria Trail has been designated a Municipal Historic Area by Smoky Lake County, under the *Alberta Historical Resources Act* (Bylaw 1370-20). Additional unpaved roads extend from the Victoria Trail to provide access to properties within the plan area.

2.5 AGGREGATE EXPLORATION AND EXTRACTION

Within (and adjacent to) the Plan Area on both sides of the North Saskatchewan River are several sites where aggregate resources are actively being explored and extracted. Existing and future aggregate exploration and extraction operations conform to municipal and provincial regulations. The location of current (and past) aggregate operations in the IDP area include:

LEGAL LOCATION	MUNICIPALITY	STATUS
Pt. SW 25-57-18-W4	Lamont County	Not in Operation
NE and NW 28-57-18-W4	Lamont County	In Operation
SE 36-58-20-W4	Smoky Lake County	In Operation
Pt. RL-10-58-17-W4	Smoky Lake County	In Operation
SW-10-58-17-W4	Smoky Lake County	In Operation
HB-17-58-17-W4	Smoky Lake County	In Operation
RL-2-58-17-W4	Smoky Lake County	In Operation
NW-30-58-16-W4	Smoky Lake County	In Operation
NE-30-58-16-W4	Smoky Lake County	In Operation
SE-30-58-16-W4	Smoky Lake County	In Operation
SW-29-58-16-W4	Smoky Lake County	In Operation
NW-29-58-16-W4	Smoky Lake County	In Operation
SE-29-58-16-W4	Smoky Lake County	In Operation

2.6 PLAN BOUNDARY

The Smoky Lake County & Lamont County IDP extends the entire length of the boundary between the two Counties, following the natural course of the North Saskatchewan River. Lands within 1.6 km of the boundary are included in the IDP area; where possible, existing property/quarter section boundaries are used to provide a more easily defined plan boundary. For more information, see **Map 7.22 – Plan Area and Referral Area Boundaries**

3 GENERAL LAND USE AND DEVELOPMENT

This section includes general policies that apply throughout the entire IDP area, in both Smoky Lake and Lamont Counties.

These policies address:

- Existing and planned developments;
- Environment and watershed management;
- The preservation and avoidance of historic resources;
- Transportation and signage;
- Natural resource exploration and extraction; and
- Requirements for local-scale planning.

Goal: Subdivision and development within the IDP area is orderly, efficient, environmentally responsible, and is consistent with approved statutory plans and Land Use Bylaws.

3.1 EXISTING AND PLANNED DEVELOPMENT

Policy 3.1.1	Where not explicitly indicated in the IDP, the policies and requirements in the respective MDPs shall take precedence.
Policy 3.1.2	The Counties shall provide development opportunities within their jurisdictions which maintain and enhance the character of their respective communities.
Policy 3.1.3	Essential public uses and utility services shall be allowed throughout the IDP area.
Policy 3.1.4	<p>If provided for in the applicable municipality’s Land Use Bylaw, seasonal camps, campgrounds, and institutional uses may be allowed within the IDP area on sites that do not exhibit the following features:</p> <ul style="list-style-type: none"> a. Wetlands; b. Significant ecological features, significant habitat areas and/or protective notations; c. Steep slopes in excess of 15%; and d. Significant recharge areas. <p>Where these features are present, the development footprint shall be designed to exclude these features and should meet the minimum buffering and setback requirement identified in the applicable County’s Municipal Development Plan (or Area Structure Plan) and Land Use Bylaw, unless an alternative setback is recommended in a report prepared by a qualified professional.</p>

3.2 ENVIRONMENT AND WATERSHED MANAGEMENT

Policy 3.2.1	Low impact infrastructure and landscaping design shall be encouraged within the IDP area minimize impacts of development and redevelopment on the North Saskatchewan River.
Policy 3.2.2	The installation of erosion and sediment control shall be encouraged during construction and landscaping on private and public lands within the IDP area.
Policy 3.2.3	The Counties shall require landowners and development proponents to manage post-development activities on lots to prevent the degradation of surface water and ground water quality.
Policy 3.2.4	The Counties will encourage farmers to keep grazing animals away from watercourses and water bodies, including wetlands.
Policy 3.2.5	Development on lands identified as Environmentally Significant Areas (ESAs) by the Province of Alberta may be required to include as an application requirement, an Environmental Impact Assessment or Biophysical Assessment which provides sufficient information to ensure that important ecological features on the site are maintained and protected, as outlined in the respective County MDP.
Policy 3.2.6	Setbacks from the North Saskatchewan River, water bodies, watercourses, and wetlands, and other environmentally significant areas affecting new development shall generally be in accordance with the policies



	of the respective County's Municipal Development Plan and Land Use Bylaw and shall take into consideration the guidelines and/or recommendations of: <ol style="list-style-type: none"> Qualified professionals; and/or The Government of Alberta's Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta's Settled Region; and/or The North Saskatchewan Watershed Alliance's Municipal Guide, Planning for a Healthy and Sustainable North Saskatchewan River Watershed; ESRD Recommended Setbacks Chart (see Appendix C – Recommended Setbacks).
Policy 3.2.7	The dedication of Environmental or Municipal Reserve within the IDP area should be coordinated to promote maintenance contiguous wildlife corridors through undisturbed connected tree stands.
Policy 3.2.8	Environmental Reserve, Environmental Reserve Easements, and/or Conservation Reserves shall be established in accordance with Section 664 of the MGA. The boundaries of these area shall normally be defined using the recommendations from a Biophysical Assessment and/or wetland assessment, provided by the development proponent.
Policy 3.2.9	New developments in the IDP area shall be designed to reduce risk from wildfires. New development shall incorporate FireSmart Canada recommendations where appropriate into the site design, where appropriate.
Policy 3.2.10	The Counties may explore opportunities for intermunicipal collaboration on watershed management initiatives that protect and enhance the North Saskatchewan River.

3.3 HISTORIC RESOURCES

Policy 3.3.1	All applications for subdivision and new development on parcels identified by the Province as containing or potentially containing a historic resources must provide a Historic Resources Impact Assessment (HRIA) and letter of clearance from Alberta Culture, Multiculturalism and Status of Women. Where a HRIA has been waived by the department, a letter of clearance indicating that the HRIA is not required must be provided.
Policy 3.3.2	When reviewing proposals for new development applications within portions of the IDP area that are also within the Victoria District Area Structure Plan, the Development Authority shall have regard for potential impacts on the designation of the Victoria District National Historic Site.

3.4 TRANSPORTATION

Policy 3.4.1	The Counties will work collaboratively with Alberta Transportation and Alberta Infrastructure to ensure that highways and bridges in the IDP area are safe and efficient.
Policy 3.4.2	The Counties will work collaboratively to identify opportunities for the placement of signs along local roads and highways in each other's municipality that may promote local businesses, cultural sites, important landmarks, and regional wayfinding.

3.5 NATURAL RESOURCES

Policy 3.5.1	Aggregate resource extraction shall be guided by the policies and regulations in the applicable County's statutory plans and LUB, as well as applicable provincial and federal requirements.
Policy 3.5.2	Applications for subdivision and development in the Plan Area shall conform to setbacks established by the Alberta Energy Regulator (AER).
Policy 3.5.3	The Counties shall work with oil and gas infrastructure development proponents to discourage fragmentation of important natural features or agricultural lands by proposed oil and gas infrastructure in the IDP area.
Policy 3.5.4	The Counties shall work with oil and gas infrastructure development proponents to maintain the integrity of existing pipeline corridors within the Plan Area.



3.6 TOURISM AND RECREATION

Policy 3.6.1	Tourism and recreation opportunities in the region such as ecotourism, enhancements to existing trails, new trail development, staging areas and parks/campgrounds that respect agricultural land uses and environmentally sensitive lands, may be supported.
Policy 3.6.2	Collaboration with existing recreation and tourism groups to efficiently promote recreational tourism in the region will be encouraged.
Policy 3.6.3	Where appropriate, each municipality will endeavour to find efficiencies in bylaw enforcement through public education on recreational use near the North Saskatchewan River and the exploration of shared by bylaw services and existing mutual aid agreements.
Policy 3.6.4	The means of providing access to educational material regarding safe and responsible trail use, North Saskatchewan River health, off highway vehicle regulations, hunting regulations, and property ownership will be encouraged.
Policy 3.6.5	Public awareness of significant historic and cultural sites in the region will be promoted as part of heritage tourism efforts.
Policy 3.6.6	Both municipalities will work together to jointly advocate to the Province on issues related to tourism and recreation such as fishing to support tourism in the region.
Policy 3.6.7	Explore opportunities to work together on provincial and federal grant applications for recreation and tourism initiatives in the region.
Policy 3.6.8	Lamont County will explore opportunities to identify and promote the municipality's cultural and historic resources within the Plan Area.

3.7 REQUIREMENTS FOR AREA STRUCTURE PLANS

Policy 3.7.1	Requirements for when an ASP will be prepared for a planned development in the IDP area shall be as identified in the respective Counties' MDPs and LUBs.
Policy 3.7.2	<p>In consideration of a proposal for a redistricting, subdivision, or development permit application that requires Area Structure Plan the Approving Authority may require the following supporting studies and plans as part of the application:</p> <ol style="list-style-type: none"> a. Geotechnical & Groundwater Report to identify environmental hazard lands such as high water table, slope stability; b. Wetland Assessment to delineate and classify wetlands within the subject site; c. Biophysical Assessment to identify significant ecological features, water bodies and watercourses; d. Traffic impact assessment and circulation plan to ensure that the integrity of adjacent roads shall be maintained through the use of service roads and limited access points; e. Utility servicing plans which identifies location and facilities for servicing; f. Storm water management plans; g. Environmental Impact Assessment prepared in accordance with Alberta Environment and Parks (AEP) guidelines; h. Phase I environmental assessment to identify areas of potential contamination within the site; i. Development specific design standards including: architectural, landscaping and sign controls; j. Figures identifying suitable building sites; k. Historic Resources Impact Assessment (HRIA) or letter of clearance Alberta Culture, Multiculturalism and Status of Women if the proposed site contains a Historic Resource; l. Public consultation; m. Any other information or study determined necessary by the Subdivision and/or Development Authority for consideration of the application.

4 FUTURE LAND USE AREAS

Existing opportunities and constraints within the IDP area relating to the physical characteristics of the area, the location of existing municipal services, roadways, regional infrastructure, and the location of existing land uses were carefully reviewed to identify the preferred location for future development and land uses.

The Future Land Use Concept for the Smoky Lake County & Lamont County Intermunicipal Development Plan is established on **Map 7.3 – Future Land Use**. Development and subdivision within the IDP area shall be consistent with **Map 7.3 – Future Land Use** and the policies in this section.

Goal: Land use within the IDP area promotes sustainable rural economic development and incorporates design features that minimize negative impacts on significant historical and environmental features.

Policies for specific land uses in the IDP area are provided for in the subsequent subsections. **Map 7.3 – Future Land Use** includes the following Future Land Use and Overlay Areas:

AGRICULTURE AND RURAL DEVELOPMENT AREA	Includes lands intended for agricultural and rural residential consistent with: <ul style="list-style-type: none"> a. The respective Municipal Development Plans and Land Use Bylaws; and b. Provincial plans for Crown Land in the IDP area.
CULTURE AND TOURISM DEVELOPMENT AREA	Includes historically and culturally significant lands that will be developed for a range of rural agricultural, residential, commercial, institutional, and recreational uses, supported by an approved Area Structure Plan.

4.1 AGRICULTURE AND RURAL DEVELOPMENT AREA

The policies in this section apply to lands within the Agriculture and Rural Development Area on **Map 7.3 – Future Land Use**.

Policy 4.1.1	The continuation of existing agricultural uses shall be encouraged within this area to support the agricultural community.
Policy 4.1.2	Agricultural uses allowed within the Agriculture and Rural Development Area shall be those uses identified in the agricultural land use districts of the respective County’s LUB.
Policy 4.1.3	The Counties will encourage the implementation of Best Management Practices (BMPs) in agricultural operations to limit nutrients from entering watercourses (off-stream livestock watering, riparian areas vegetative buffers).
Policy 4.1.4	Subdivision and development for uses other than agricultural uses shall be designed to minimize the fragmentation of agricultural lands.
Policy 4.1.5	Subdivision of agricultural land shall comply with the respective County’s MDP policies and the applicable provisions in County’s LUB.
Policy 4.1.6	Multi-lot residential subdivision will be allowed only after the approval of an amendment to the respective County’s MDP and LUB, placing the lands affected by the proposed subdivision or development into an appropriate residential land use district.
Policy 4.1.7	New multi-lot residential subdivision shall not be allowed unless an ASP has been approved by the respective County as per the requirements in the County’s MDP. The ASP referral process shall be consistent with the referral policies in Section 5.4 .
Policy 4.1.8	New residential development shall be discouraged from locating on lands that are subject to slope instability or high water tables which would make the site hazardous or unsuitable for the construction of a dwelling.
Policy 4.1.9	The retention of vegetative cover shall be encouraged within residential developments in the Agriculture and Rural Development Area to control surface water runoff.
Policy 4.1.10	The maximum parcel density allowed per quarter section shall be in accordance with the respective County’s MDP.
Policy 4.1.11	Heavy industrial uses will only be allowed within the Agriculture and Rural Development Area if: <ul style="list-style-type: none"> a. Developed and/or approved for development at the time of this IDP’s adoption; or



	<ul style="list-style-type: none"> b. Provided for in the respective County’s LUB; or c. Supported by an approved ASP or Conceptual Scheme.
Policy 4.1.12	<p>Land uses and developments that may create negative offsite impacts on surrounding properties by way of:</p> <ul style="list-style-type: none"> a. Noise; b. Pollution; c. Dust control; d. Smell; and/or e. Fragmentation of local viewscales <p>shall be discouraged from being developed in portions of the Agriculture and Rural Development Area that may affect existing or proposed developments in the Culture and Tourism Area.</p>
Policy 4.1.13	<p>Proposals from subdivision and/or development described in Policy 5.1.13 shall be subject to the policies of Section 5.4 - Circulation and Referral.</p>

4.2 CULTURE AND TOURISM AREA

The policies in this section apply to lands within the Culture and Tourism Area on **Map 7.3 – Future Land Use**.

Policy 4.2.1	The development of lands within the Culture and Tourism Area shall be guided by an approved Area Structure Plan or Conceptual Scheme.
Policy 4.2.2	Lands within the Culture and Tourism Area may be developed for a range of rural agricultural, residential, commercial, institutional, and recreational uses.
Policy 4.2.3	Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.
Policy 4.2.4	Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.



5 COOPERATION

5.1 PLAN ADMINISTRATION

Adoption

Policy 5.1.1	The Counties agree that the policies contained within this IDP apply to lands identified on Map 7.2 – Plan Area and Referral Area Boundaries and that this IDP does not have any jurisdiction on lands outside of the IDP area.
Policy 5.1.2	Any amendments to other statutory plans that are required to implement the policies of this IDP shall be done simultaneously with the adoption of this IDP.

Approving Authorities

Policy 5.1.3	Each County's Subdivision Authority and Development Authority shall ensure that their decisions are consistent with the IDP.
Policy 5.1.4	Smoky Lake County shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of Smoky Lake County.
Policy 5.1.5	Lamont County shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of Lamont County.

Enactment

Policy 5.1.6	The policies within this IDP come into force once the Counties have given third reading to the bylaws adopting the IDP.
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Amendment

Policy 5.1.7	Annually, the Administrations of the Counties and the Intermunicipal Planning Committee shall communicate and (if deemed necessary), meet to determine if any amendments to the IDP are required.
Policy 5.1.8	If an amendment is deemed necessary by the Counties then the results of the review shall be presented to each participating municipality's Council; either jointly or separately. The Councils shall determine if any amendments are to be proceeded with and direct municipal administration to commence with a public IDP amendment process.
Policy 5.1.9	Amendments to this IDP may also be initiated by individuals (e.g. residents, development proponents, etc.). When an amendment is proposed by an individual, it shall first be applied for to the municipality in which the subject property lies. If the proposed amendment affects only the text of the IDP, rather than a specific titled area within the plan boundary, the proposed amendment shall be made to both Counties concurrently.
Policy 5.1.10	The IDP shall be comprehensively reviewed every five years, from the date on which the IDP comes into effect, independently or as part of the review of the Intermunicipal Collaboration Framework shared between the Counties.

5.2 INTERMUNICIPAL PLANNING COMMITTEE

Policy 5.2.1	The Intermunicipal Planning Committee (IPC) will be established upon third reading of the Bylaw adopting the IDP.
Policy 5.2.2	The IPC will not be a decision-making body, but will submit recommendations to the approving bodies of the respective Counties, striving for consensus as much as possible.
Policy 5.2.3	The IPC will be comprised of: <ol style="list-style-type: none"> a. Two members of the Council of Smoky Lake County (voting members); b. Two members of the Council of Lamont County (voting members);

	<ul style="list-style-type: none"> c. The Chief Administrative Officer of Smoky Lake County, or their designate (non-voting member); d. The Chief Administrative of Lamont County, or their designate (non-voting member); and e. Other staff as required to provide technical support to the IPC (non-voting member(s)).
Policy 5.2.4	The Councils of each County may appoint alternative members, should any member not be able to attend an IPC meeting.
Policy 5.2.5	The Chief Administrative Officers of each municipality may appoint another member of their municipality's Administration to serve as an alternate non-voting member.
Policy 5.2.6	The IPC shall establish its own rules of procedure, including its own schedule of meetings.
Policy 5.2.7	Meetings should be called at the pleasure of the IPC Chair as required.
Policy 5.2.8	At minimum, The IPC shall communicate with all members via email on an annual basis to determine if a meeting of the IPC is requested by a member to discuss issues concerning the implementation of the IDP. If no request for a meeting is made, then a meeting of the IPC shall not be required.
Policy 5.2.9	The IPC shall not deal with all development matters within the IDP area. Rather, it will deal with all matters referred to it in the manner described in this IDP.
Policy 5.2.10	<p>The IPC has the following functions:</p> <ul style="list-style-type: none"> a. To clarify the intent and interpretation of the IDP; b. To develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the IDP area that reflect the policies and guidelines set out in the IDP; c. To review and comment on applications to amend the IDP; d. To review and comment on development matters referred to the IPC in accordance with this IDP; e. To participate in the dispute resolution process, as outline in Section 6; and f. To undertake such other matters as it deems reasonable and as are referred to it by either County's Council or Administration.

5.3 COMMUNICATION

Policy 5.3.1	The Council and Administration of each County shall encourage and work to improve intermunicipal communication and cooperation.
Policy 5.3.2	The Counties will maintain open lines of communication to resolve misunderstandings and problems in order to capitalize on opportunities for mutual benefit.
Policy 5.3.3	The Counties may explore joint economic initiatives, joint servicing initiatives, and profit sharing agreements as the need arises to support development within the IDP area.

5.4 CIRCULATION AND REFERRAL

Referral Requirements

Policy 5.4.1	<p>The Counties agree that each County's Subdivision Authority and/or Development Authority will notify the other County's Administration of the following items which affect lands within the Referral Area identified on Map 7.2 – Plan Area and Referral Area Boundaries:</p> <ul style="list-style-type: none"> a. A proposed Municipal Development Plan, or amendment thereto; b. A proposed Land Use Bylaw, or amendment thereto; c. A proposed Area Structure Plan or Conceptual Scheme, or any amendment thereto; or d. A proposed subdivision or development permit application that would: <ul style="list-style-type: none"> i. Significantly impact local viewscales within view of the Culture and Tourism Development Area; ii. Create significant negative offsite impacts (such as noise, odour, pollution, dust, etc.); iii. Create a significant impact on municipal or provincial infrastructure; or
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	<p>iv. Impact infrastructures system(s) within the adjacent County or operated as part of a regional system.</p> <p>Comments shall be sent by the responding municipality to the approving authority within 14 calendar days of the date of the referral, as identified in the Administration Review portion of Section 6.4 unless an alternate time period has been agreed to by both Counties.</p>
Policy 5.4.2	<p>Depending on the nature of the proposed application for subdivision or development, and at the specific request of the respective County's Administrations, the IPC may provide recommendations related to the proposed application, as identified in the IPC Review portion of Section 5.4.4.</p>

Administration Review

Policy 5.4.3	<p>Where a referral is required, the referring County shall provide complete information concerning the matter to the other County's Administration. The administrative review shall proceed according to the following process:</p>
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STEP	TIMELINE	ACTION
1 Referral to Administration	As matters Arise	Where a referral is required, the referring municipality shall provide complete information concerning the matter to the responding municipality's administration.
☺ Resolution or Next Step ▼		
2 Evaluation of the referral by Administration	Within 14 days of receipt of the referral	<p>The Administration of the responding municipality will undertake an evaluation of the matter and provide comments in writing to the administration of the referring municipality within 14 days of receipt of the referral.</p> <p>Should no comments be received within the 14 days, the referring municipality may proceed with the issuance of a decision/next reading of the bylaw.</p>
☺ Resolution or Next Step ▼		
3 Meeting of Administrations	Within 7 days of receipt of comments	If there are any objections, the two administrations shall meet and discuss the issue and attempt to resolve the matter within 7 days of the referring municipality's receipt of the comments provided by the responding municipality.
☺ Resolution or Next Step ▼		
4 Resolution or referral to the IPC	Within 7 days of the meeting	<p>If the administrations resolve the objection, the responding municipality will formally notify the referring municipality in writing, within 7 days of the resolution. The referring municipality will proceed with the processing of the application and issue a decision within the legislated timeframe or proceed to the next reading of the bylaw adoption process.</p> <p>In the event that the objection is not resolved at the administrative level within 7 days of the meeting of administrations, the referring municipality's administration shall refer the matter to the Intermunicipal Planning Committee.</p>
☺ Resolution or Next Step ▼		



IPC Review

Policy 5.4.4 Matters referred to the IPC for review shall proceed according to the following process:

STEP	TIMELINE	ACTION
1 IPC Meeting	Within 30 days of a referral	Upon referral of a matter to the IPC, the IPC will schedule a meeting to be held within 30 days of the referral. The Administrations of the Counties will present their positions on the matter to the IPC.
☺ Resolution or Next Step ▼		
2 IPC Report	Within 7 days of IPC meeting	<p>After consideration of the matter, the IPC shall provide a recommendation report to the Counties that:</p> <ul style="list-style-type: none"> a. Provides recommendations to both administrations with respect to the matter that should be considered to make it more acceptable to the Counties; and b. Identifies whether a consensus position of the IPC in support of (or in opposition to) the matter has been reached. <p>If no consensus position is reached by the IPC, the IPC may request that the Counties employ a facilitator to assist the IPC to work towards a consensus position.</p> <p>If the matter cannot be satisfactorily resolved following the IPC review, the IPC may recommend that a decision in the matter be deferred until the matter can be reviewed by both Councils.</p>
☺ Resolution or Next Step ▼		
3 Counties' Responses to the IPC Report	Within 30 days of the IPC Report	<p>Within 30 days of receiving a recommendation report from the IPC, the Counties will each provide the IPC with written notices:</p> <ul style="list-style-type: none"> a. Acknowledging their respective Councils' receipt of the report; and b. Identifying how they intend to proceed with the referral issue. <p>The Counties will provide copies of their notice to the IPC and to one another, so that the referring County can determine how to proceed.</p>
☺ Resolution or Next Step ▼		



6 RESOLVING DISPUTES

Policy 6.1.1	The Counties agree that disputes relating to the IDP shall be restricted to the following: <ol style="list-style-type: none"> Lack of agreement on proposed amendments to the IDP; Lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area; or Lack of agreement on an interpretation of this IDP.
Policy 6.1.2	Lack of agreement pursuant to Policy 6.1.1 of this IDP is defined as a statutory plan, LUB, or amendment to either that is given first reading by a Council and the other Council deems to be inconsistent with the policies of this IDP or detrimental to their planning interests as a municipality.
Policy 6.1.3	A dispute shall be limited to the decisions on the matters listed in Policy 6.1.1 . Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
Policy 6.1.4	The dispute resolution process may only be initiated by the Counties' Councils.
Policy 6.1.5	In the event the dispute resolution process is initiated, the County having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
Policy 6.1.6	The process for resolving intermunicipal disputes related to the IDP shall be in accordance with the figure below.

STEP	TIMELINE	ACTION
1 Administration Review	Up to 28 days	When a referral has been received, the Administration review shall be conducted as per the requirements of the Administration Review portion of Section 5.4 of this IDP. Failing resolution within 7 days of the meeting of Administrations, the dispute will be referred to the IPC.
Ⓢ Resolution or Next Step ▼		
2 IPC Review	30 days to convene, 30 days to make a decision (unless an extension has been agreed to)	The IPC will convene to consider and attempt to resolve the dispute after conclusion of the Administration Review, as per the requirements of Policy 5.4.3 of this IDP.
Ⓢ Resolution or Next Step ▼		
3 Request Facilitated Mediation	Within 15 days of IPC review	<p>If the dispute cannot be resolved through the IPC review, and the matter relates to one of the areas identified in Policy 6.1.1 of this IDP, then one or both of the Councils shall (by motion) initiate the dispute resolution process and provide notice to the other municipality upon receipt of the notice.</p> <p>The municipalities must appoint a mutually agreed upon mediator to attempt to resolve the dispute by mediation within 15 days of the conclusion of the IPC review.</p> <p>The initiating municipality must provide the mediator with an outline of the dispute.</p> <p>Mediation participants shall include one member of Council and one member of administration from each municipality.</p>



☺ Resolution or Next Step ▼			
4	Mediation	6 months from initial written notice (Step 1)	<p>The initiating County must provide the mediator with an outline of the dispute, and any agreed statements of facts.</p> <p>Mediator will be provided access to all records and documents that may be requested.</p> <p>The Counties must negotiate in good faith. Mediation costs will be shared equally.</p>
☺ Resolution or Next Step ▼			
5	Mediation Report	21 days after mediation conclusion	<p>The initiating municipality provides a report to the responding municipality identifying areas of agreement and disagreement.</p>
☺ Resolution or Next Step ▼			
6	Appoint Arbitrator	Within 30 days of a referral	<p>If the dispute has not been successfully resolved at the end of mediation, the Counties will appoint a mutually agreed-upon arbitrator or file an intermunicipal dispute with the Municipal Government Board.</p> <p>If the Counties cannot agree on an arbitrator, a request will be made by the initiating County to Alberta Municipal Affairs for one to be selected.</p> <p>The initiating County will provide the mediation report to the arbitrator.</p>
☺ Resolution or Next Step ▼			
7	Binding Arbitration	1 year after initial written notice	<p>To be held in accordance with the Intermunicipal Collaboration Framework Regulation.</p> <p>Costs to be paid as per the Intermunicipal Collaboration Framework Regulation.</p> <p>The arbitrator's decision to be provided through an order.</p> <p>If the Counties resolve the dispute during arbitration, a report is required to be provided by the initiating County to the responding County.</p>

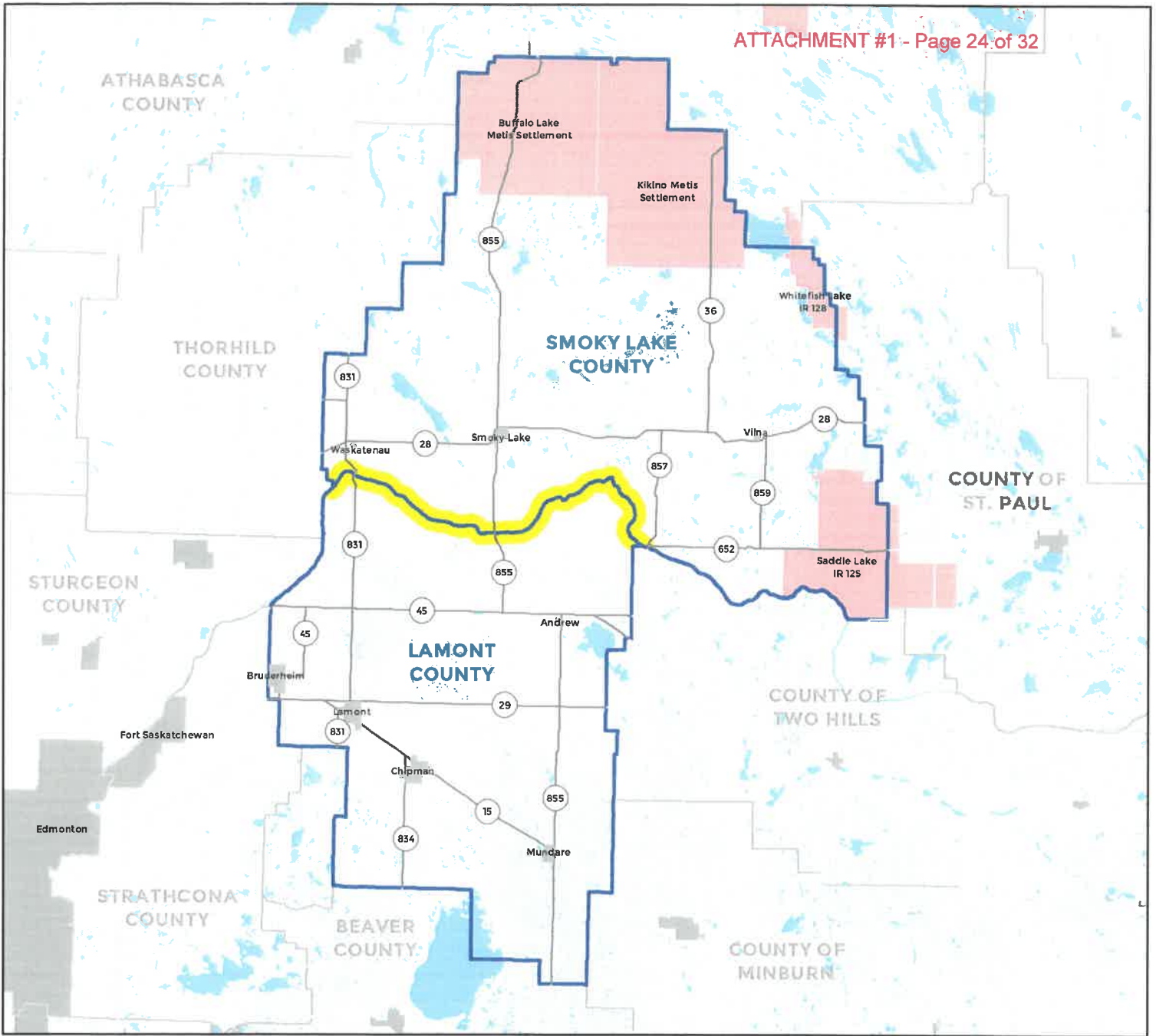


7 MAPS

7.1 REGIONAL LOCATION

7.2 PLAN AREA AND REFERRAL AREA BOUNDARIES

7.3 FUTURE LAND USE







Smoky Lake County & Lamont County

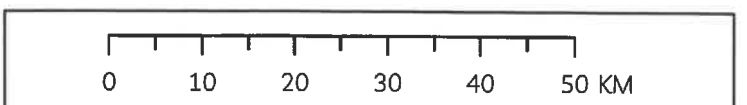
INTERMUNICIPAL DEVELOPMENT PLAN

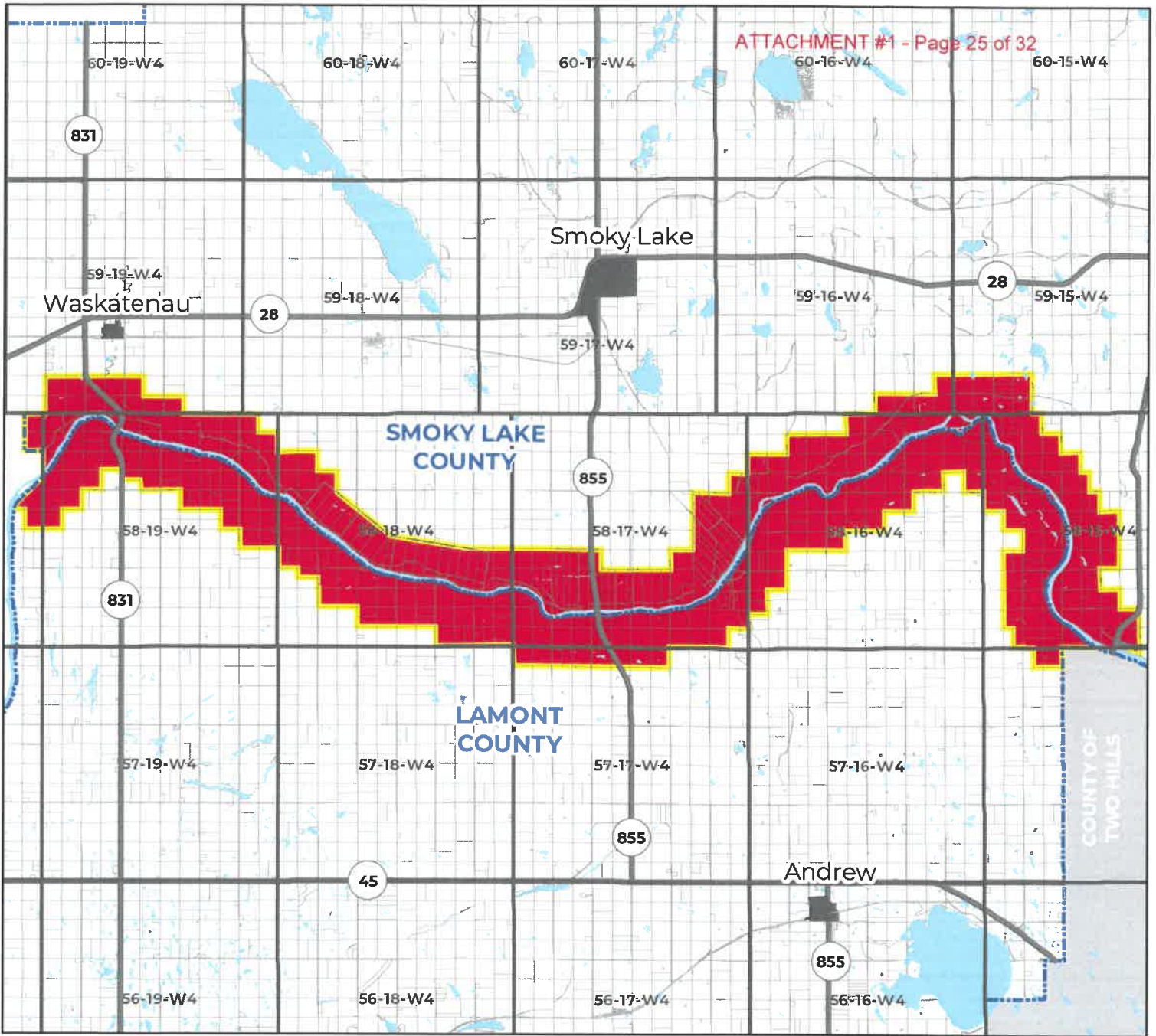


7.1 REGIONAL LOCATION

	Intermunicipal Development Plan Area
	Urban Municipality
	First Nation/Metis Settlement
	Water body

Digital Information:
Geogatis, Geodiscover, Altalist
Projection: UTM NAD 83 12N



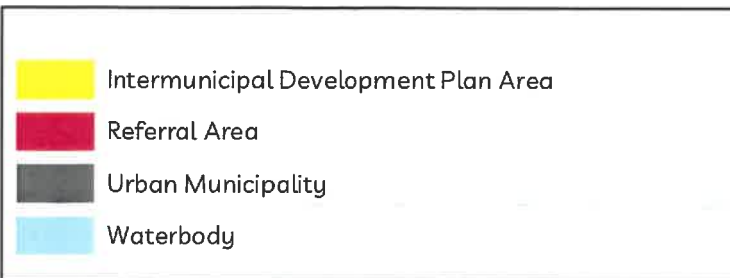


Smoky Lake County & Lamont County

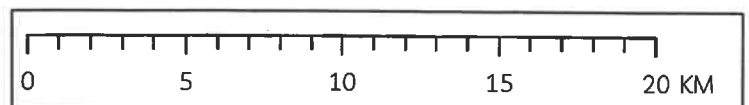
INTERMUNICIPAL DEVELOPMENT PLAN

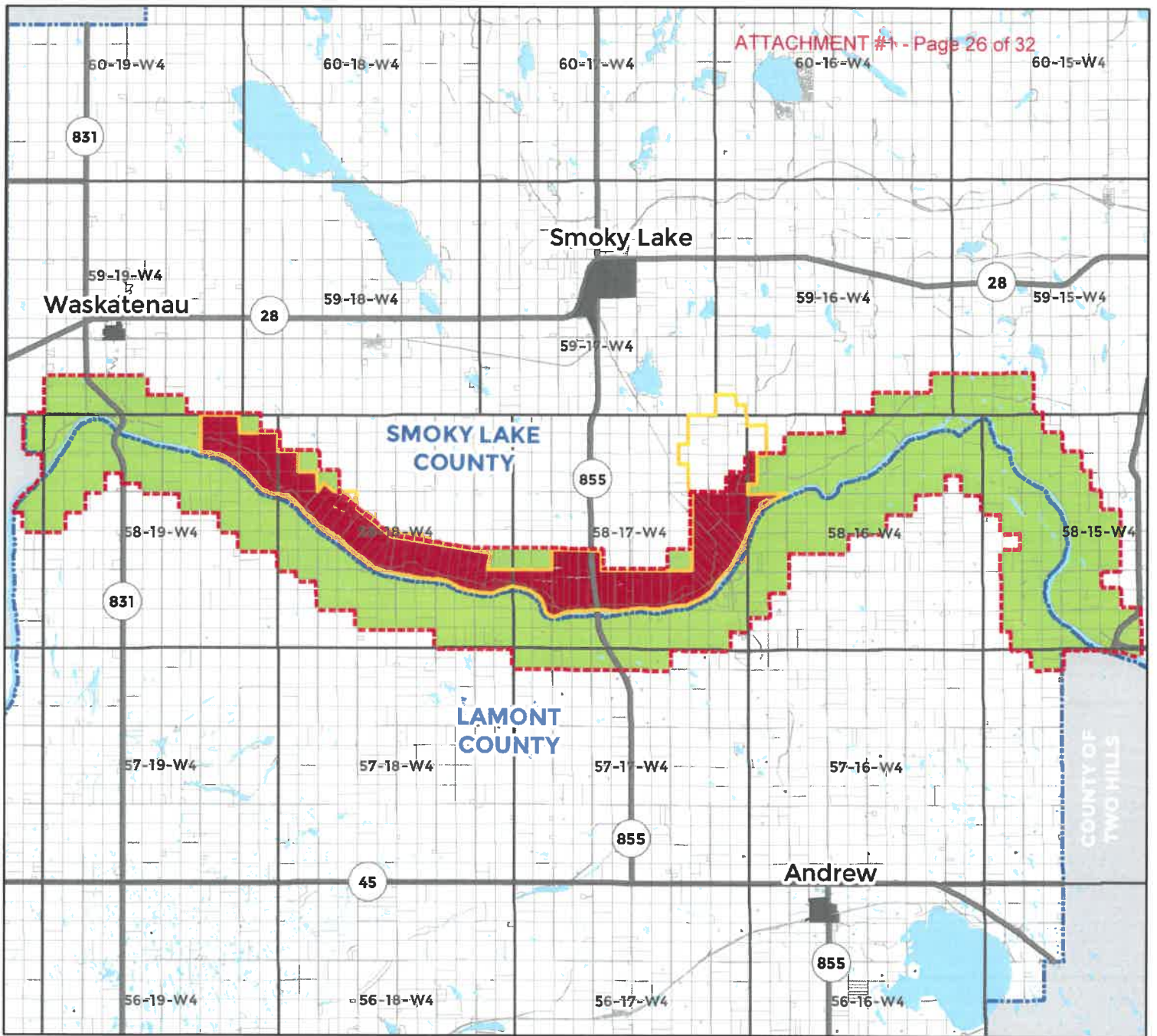


7.2 PLAN AREA AND REFERRAL AREA BOUNDARIES



Digital Information:
Geogatis, Geodiscover, Altalist
Projection: UTM NAD 83 12N





Smoky Lake County & Lamont County

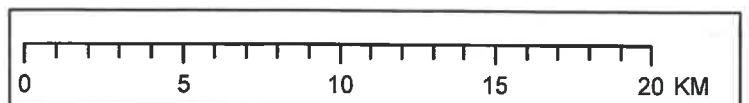
INTERMUNICIPAL DEVELOPMENT PLAN



7.3 FUTURE LAND USE



Digital Information:
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 Projection: UTM NAD 83 12N



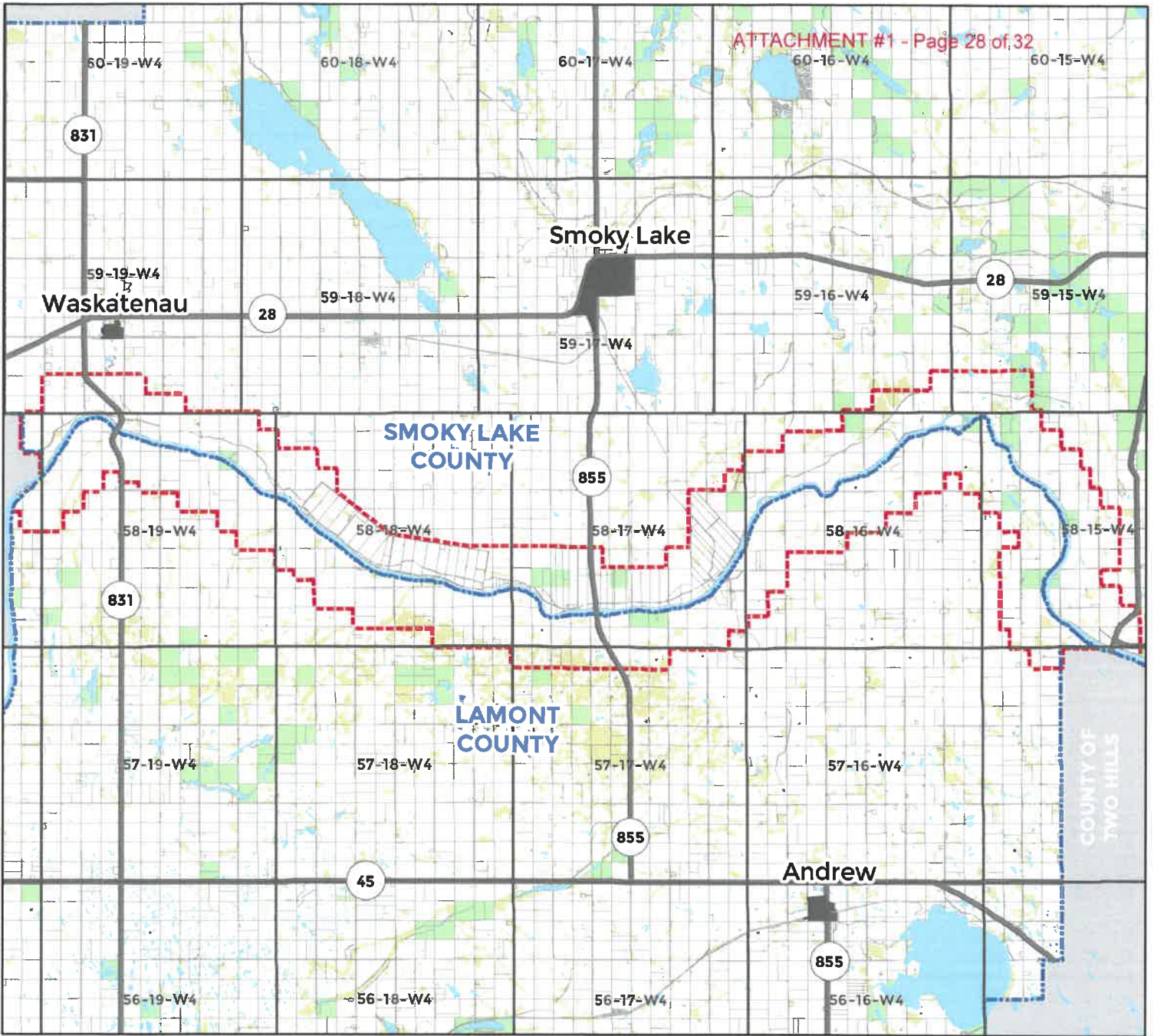
APPENDIX A – INFORMATION MAPS

A.1 LOCAL FEATURES

A.2 NATURAL RESOURCE DEVELOPMENT

A.3 HISTORIC AND CULTURAL FEATURES





Smoky Lake County & Lamont County

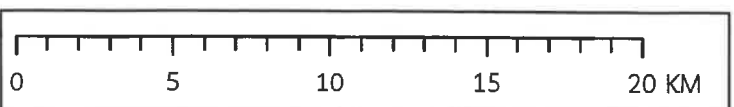
INTERMUNICIPAL DEVELOPMENT PLAN

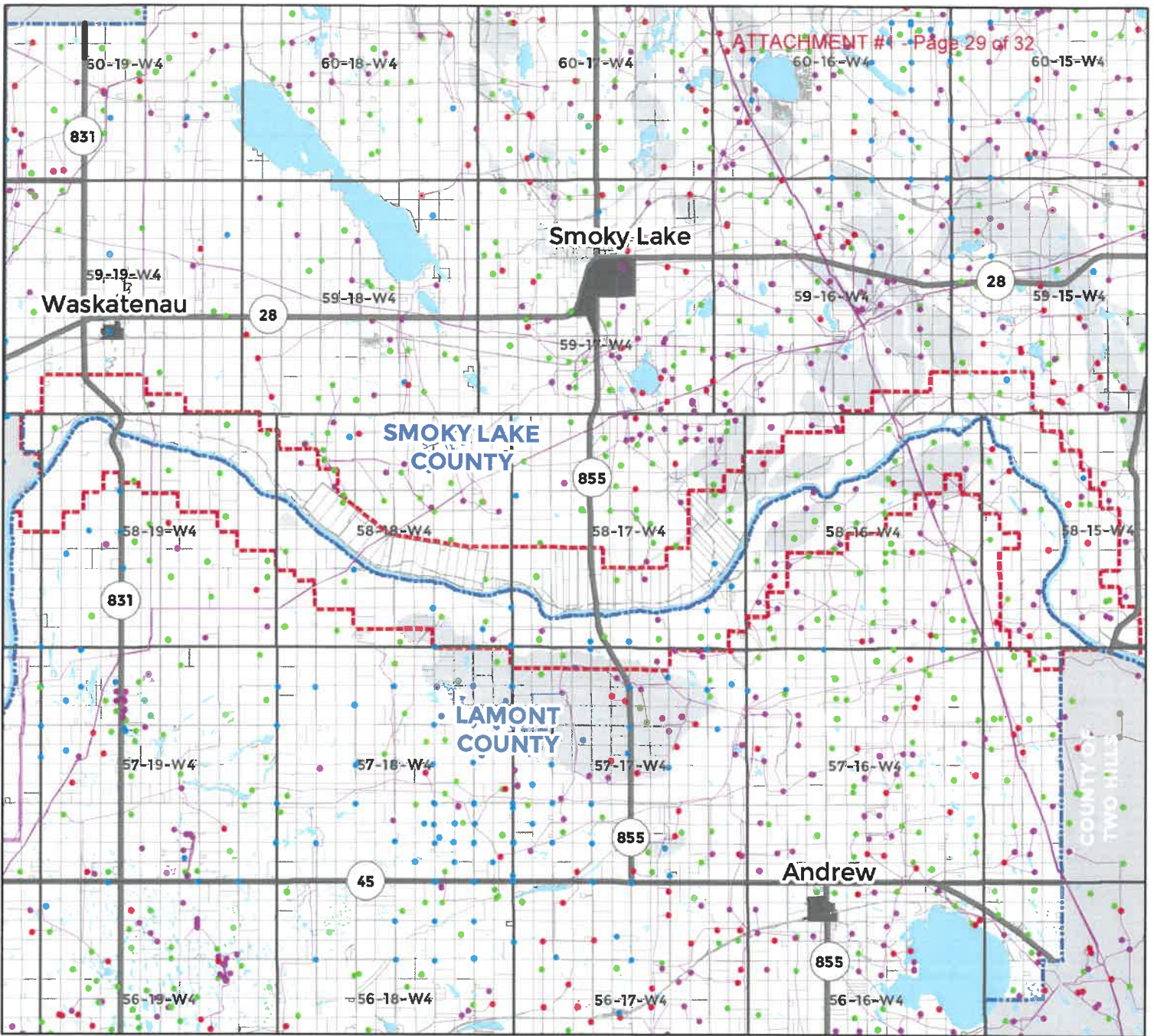


A.1 LOCAL FEATURES

-  Intermunicipal Development Plan Area
-  Urban Municipality
-  Waterbody
-  Environmentally Significant Area
-  Wetland (Alberta Merged Inventory)

Digital Information:
Geogatis, Geo discover, Altalist
Projection: UTM NAD 83 12N





Smoky Lake County & Lamont County

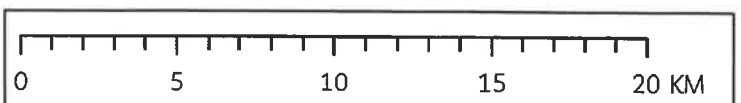
INTERMUNICIPAL DEVELOPMENT PLAN

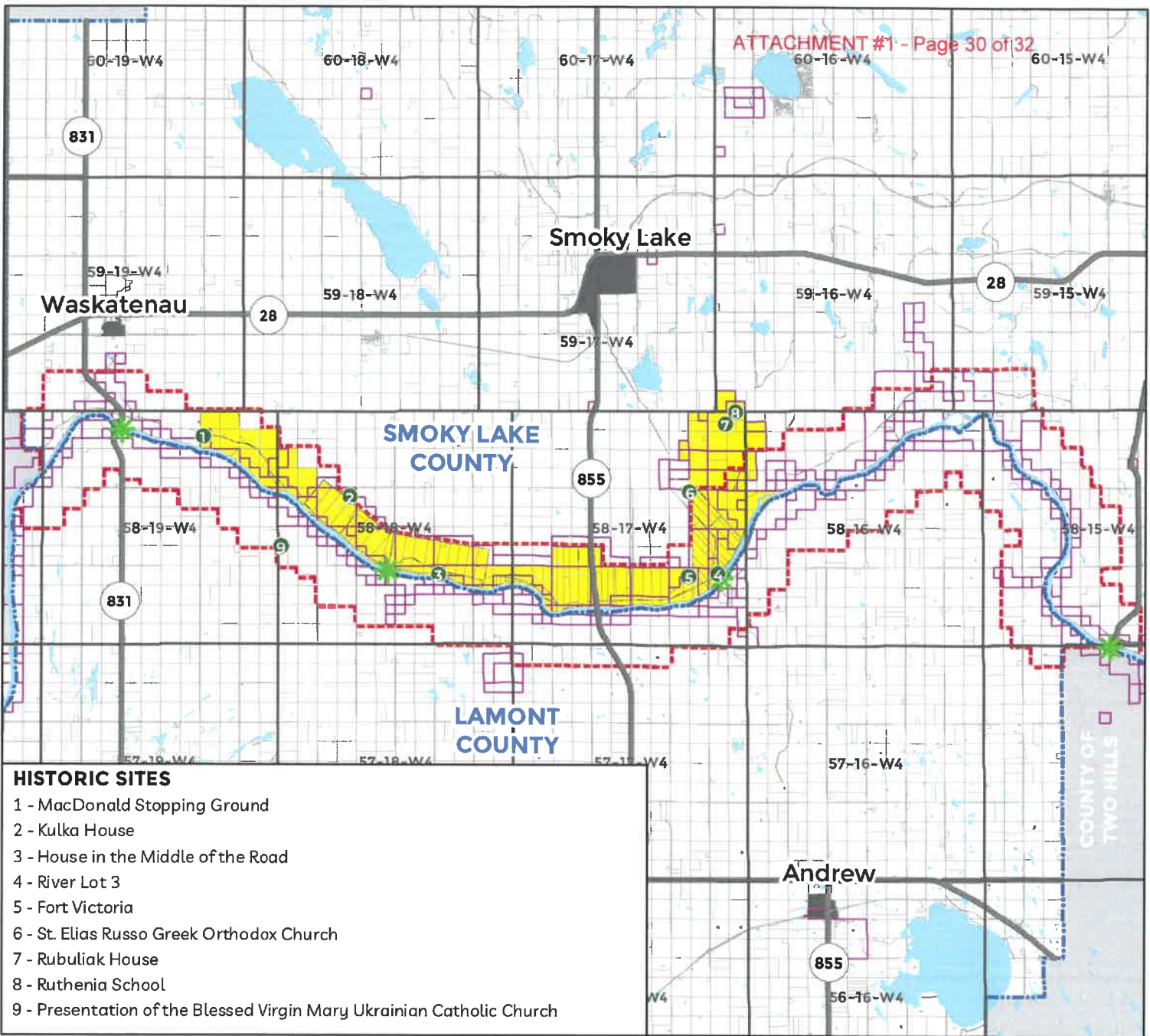


A.2 NATURAL RESOURCE DEVELOPMENT



Digital Information:
Geogratis, Geodiscover, Altalist
Projection: UTM NAD 83 12N





HISTORIC SITES

- 1 - MacDonald Stopping Ground
- 2 - Kulka House
- 3 - House in the Middle of the Road
- 4 - River Lot 3
- 5 - Fort Victoria
- 6 - St. Elias Russo Greek Orthodox Church
- 7 - Rubuliak House
- 8 - Ruthenia School
- 9 - Presentation of the Blessed Virgin Mary Ukrainian Catholic Church

Smoky Lake County & Lamont County

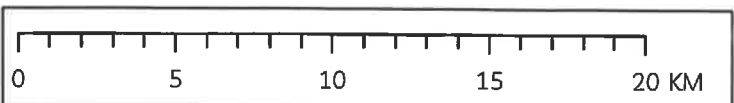
INTERMUNICIPAL DEVELOPMENT PLAN



A.3 HISTORIC AND CULTURAL RESOURCES

	Plan Area Boundary		Historic Site
	Urban Municipality		Former Ferry Crossing
	Victoria District ASP		Waterbody
	Historic Resources		

Digital Information:
 Geogatis, Geodiscover, Altalist
 Projection: UTM NAD 83 12N



APPENDIX B – INTERPRETATION

The Smoky Lake County & Lamont County Intermunicipal Development Plan has been written with the purpose of being document that can easily be read and used the Councils, Administrations, residents, and development proponents of both Counties. This section intends to provide greater clarity to the reader with respect to acronyms, common terms, actions, and the origins of key plan policies.

COMMON ABBREVIATIONS

ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ESA	Environmentally Significant Area
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	Municipal Government Act
NSRP	North Saskatchewan Regional Plan

COMMON ACTION VERBS

Policies are written in the active tense using **SHALL, MUST, WILL, SHOULD, or MAY** statements and are intended to be interpreted as follows:

Where **SHALL, MUST, or WILL** is used in a statement, the statement is considered **MANDATORY**, usually in relation to a declaration of action, legislative direction, or situation where a desired result is **REQUIRED**.

Where **SHOULD** is used in a statement, the intent is that the statement is strongly **ENCOURAGED**. Alternatives can be proposed where the statement is not reasonable or practical in a given situation, or where unique or unforeseen circumstances provide for courses of action that would satisfy the general intent of the statement. However, the general intent is for compliance.

Where **MAY** is used in a statement, it means there is a **CHOICE** in applying the statement and denotes discretionary compliance or the ability to alter the requirements as presented.

Sustainable Resource Development Recommended Guidelines for Minimum Environmental Reserve/Easement Widths

In reference to Section 664 of the *Municipal Government Act*, the following are recommended where a boundary to a proposed subdivision is a water body or watercourse.

Table 1. Standard recommended minimum widths for Environmental Reserves or Environmental Reserve Easements based on type of water feature.

Water Feature	Minimum ER Width ²	Notes
Reservoirs & Regulated Lakes	30 m from right of way or easement boundary	A regulated lake is a lake where water levels are established to a predetermined elevation and actively managed through use of a licensing requirement (e.g. to pump water into the water body).
Lake (natural & controlled)	30 m from natural boundary	On controlled lakes, 30 m from sill elevation of licensed control structure.
Swamp/wetland ¹	Variable, include wet meadow zone	Wet meadow zone can be extensive in some situations, and in these instances the ER should be wide enough to preserve ecological function.
Large River (≥ 15m width)	30+ m	See additional requirements for hazardous lands.
Small River/Large Stream (6-15 m)	15 m	See additional requirements for hazardous lands.
Medium Stream (3 - 6 m)	10 m	See additional requirements for hazardous lands.
Small Stream (≤ 3 m)	6 m	See additional requirements for hazardous lands.
Ephemeral watercourse (no defined channel)	0 m	Use bylaw to regulate tree cutting within a defined distance from feature to maintain riparian vegetation and drainage.
Braided Stream	10 m from outside boundary of active floodway	

¹ Sustainable Resource Development views the term “swamp” to mean any area with hydrological conditions of sufficient duration to have developed saturated soils and hydrophytic vegetation (i.e. wetlands or peatlands).
² In addition to the recommended ER width for the water feature itself, associated landscape features may require the ER width to be modified to factor in additional inherent hazards to development.

For lands described in section 664(1)(b) of the *Municipal Government Act* (unsuitable for development because they are subject to flooding, have high risk of erosion, or have existing topographical or geo-technical constraints) the following are recommended.

Table 2. Additional factors that may necessitate an increase in the width of an Environmental Reserve or Environmental Reserve Easement.

Hazardous Lands	ER Modifier	Notes
Floodplain	<ul style="list-style-type: none"> The width of the 1:100 year flood line or 30m from the natural boundary of a watercourse or lake, whichever is less. The width of meander belt for watercourses that tend to meander or entire floodplain if it is highly constrained within a confined valley. 	<ul style="list-style-type: none"> Residential development within a floodplain is discouraged. Development within flood fringe area should only be considered if flood proofing undertaken to reduce risk of flood damage. Flood risk mapping or delineation of the 1:100 year flood line generally defines the extent of expected flood occurrence (see Alberta Environment policy and guidelines). The width of a meander belt is determined by multiplying bankfull width by 20 for each reach, and is split equally on either side of creek along axis of meander belt.
Erosion prone areas	Provide for a toe erosion allowance.	Consider highly erosive soils and annual recession rates.
Gully, ravine, coulee, or valley escarpments	Provide for a stable slope allowance. Apply construction and building setbacks from this line.	Boundary of stable slope allowance measured from top of crest of plateau (terrace), valley slope or tableland.
Steep Slopes (>15%)	3X escarpment height or as recommended by a geotechnical report on slope stability, rate of erosion, etc.	



Public Hearing Date: February 25, 2021

Public Hearing Time: 9:15 a.m.

RELEVANT LEGISLATION

INTERMUNICIPAL DEVELOPMENT PLAN

Municipal Government Act, R.S.A. 2000

Section 631(1) Two or more councils of municipalities that have common boundaries that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

Section 631(2) An intermunicipal development plan

- a) **must** address
 - (i) the future land use within the area,
 - (ii) the manner of and the proposals for future development in the area,
 - (iii) the provision of transportation systems for the area, either generally or specifically,
 - (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,
 - (v) environmental matters within the area, either generally or specifically, and
 - (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,

and

- (b) **must** include
 - (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,

- (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
- (iii) provisions relating to the administration of the plan.

PUBLIC HEARINGS

Municipal Government Act, R.S.A. 2000

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

- (a) before second reading of the bylaw, or
- (b) before council votes on the resolution.

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

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

(4) In the public hearing, council

- (a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outline by the council, and
- (b) may hear any other person who wishes to make representations and whom the council agrees to hear.

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

- (a) pass the bylaw or resolution,
- (b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
- (c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which a public hearing is held must record the public hearing to the extent directed by council.

REQUIREMENTS FOR ADVERTISING

Municipal Government Act, R.S.A. 2000

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

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

PLANNING BYLAWS

Municipal Government Act, R.S.A. 2000

Section 692(1) Before giving second reading to

- (a) a proposed bylaw to adopt an intermunicipal development plan,
- (b) a proposed bylaw to adopt a municipal development plan,
- (c) a proposed bylaw to adopt an area structure plan,
- (d) a proposed bylaw to adopt an area redevelopment plan,
- (e) a proposed land use bylaw, or
- (f) a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e),

a council must hold a public hearing with respect to the proposed bylaw in accordance with section 230 after giving notice of it in accordance with section 606.

- (2) Despite subsection (1), if a proposed development relates to more than one proposed bylaw referred to in subsection (1), the council may hold a single public hearing.
- (3) Despite subsection (1), in the case of a public hearing for a proposed bylaw adopting or amending an intermunicipal development plan,
 - (a) councils may hold a joint public hearing to which section 184 does not apply, and
 - (b) municipalities may act jointly to satisfy the advertising requirements of section 606.
- (4) In the case of an amendment to a land use bylaw to change the district designation of a parcel of land, the municipality must, in addition to the requirements of subsection (1),
 - (a) include in the notice described in section 606(2)
 - (i) the municipal address, if any, and the legal address of the parcel of land, and
 - (ii) a map showing the location of the parcel of land.
 - (b) give written notice containing the information described in clause (a) and in section 606(6) to the assessed owner of that parcel of land at the name and address shown on the assessment role of the municipality, and

- (c) give a written notice containing the information described in clause (a) and in section 606(6) to each owner of adjacent land at the name and address shown for each owner on the assessment role of the municipality.
- (5) If the land referred to in subsection (4)(c) is in another municipality, the written notice must be given to that municipality and to each owner of adjacent land at the name and address shown for each owner on the tax roll of that municipality.
- (6) Despite subsection (1), a bylaw referred to in subsection (1) may be amended without giving notice or holding a public hearing if the amendment corrects clerical, technical or grammatical or typographical errors and does not materially affect the bylaw in principle or substance.
- (6.1) Subsection (1)(f) does not apply in respect of a proposed bylaw amending a statutory plan or land use bylaw to specify the purposes of a community services reserve.
- (7) In this section,
 - (a) “adjacent land” means land that is contiguous to the parcel of land that is being redesignated and includes
 - (i) land that would be contiguous if not for a highway, road, river or stream, and
 - (ii) any other land identified in the land use bylaw as adjacent land for the purpose of notifications under this section;
 - (b) “owner” means the person shown as the owner of land on the assessment roll prepared under Part 9.
- (8) If an ALSA regional plan requires a council to pass a bylaw referred to in this section, the council must,
 - (a) consider whether, in view of the requirement in the ALSA regional plan, consultation is necessary, desirable or beneficial, and
 - (b) decide whether or not to proceed with consultation.
- (9) If a council decides under subsection (8) that consultation is neither necessary nor desirable or would not be beneficial, subsections (1) to (7) do not apply to the council in respect of the bylaw concerned.



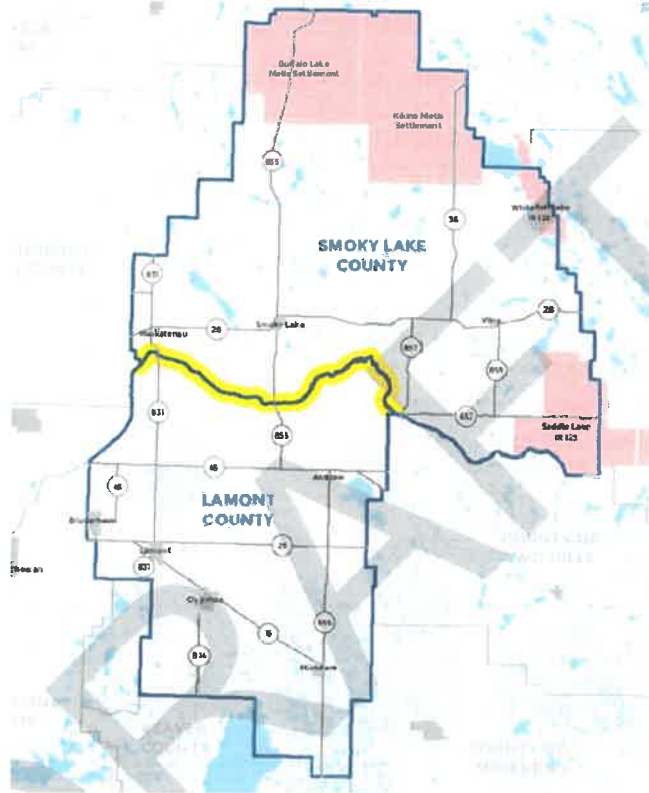
NOTICE OF PUBLIC HEARING

Intermunicipal Development Plan

Pursuant to Sections 230, 606, 631 and 692 of the *Municipal Government Act*, R.S.A. 2000, the Council of Smoky Lake County hereby gives notice of their intention to adopt:

**Smoky Lake County Bylaw No. 1383-20:
Smoky Lake County & Lamont County Intermunicipal Development Plan**

The purpose of this Bylaw is to adopt an Intermunicipal Development Plan between Smoky Lake County and Lamont County. The affected area for Smoky Lake County Bylaw No. 1383-20 is shown on the map below.



THEREFORE TAKE NOTICE THAT pursuant to Sections 606 and 692 of the *Municipal Government Act* a public hearing to consider the proposed Bylaw will be held:

Date: February 25, 2021

Time: 9:15 a.m.

Place: Via Zoom <https://us02web.zoom.us/j/87015103420?pwd=RXZ4UjYtTkdzZUo2WmRrMDZlc002dz09>

Or, Dial-in Toll-free: 877 853 5257 Meeting ID: 870 1510 3420 Passcode: 369867

AND FURTHER TAKE NOTICE THAT anyone wishing to make a verbal or written representation may do so at the hearing, or by providing the representation to the County's Chief Administrative Officer before 12:00 p.m. on Wednesday, February 24, 2021. *It would be beneficial for individuals to provide advance notice to Smoky Lake County at (780) 656-3730 of their intention to make a presentation at the hearing.*

AND FURTHER TAKE NOTICE THAT a copy of the proposed Bylaw 1383-20 may be inspected at the Smoky Lake County main office during normal business hours.

To obtain more information regarding the proposed Bylaw, please contact:

Jordan Ruegg, Planning and Development Manager, Smoky Lake County
at (780) 656-3730 or jruegg@smokylakecounty.ab.ca

SMOKY LAKE COUNTY

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration** on Tuesday, January 19, 2021 at 9:13 A.M. held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

		ATTENDANCE
		<u>Tuesday, Jan. 19, 2021</u>
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present Virtually
Legislative Svcs/R.S.	Patti Priest	Present Virtually

No Member of the Media or Public were present.

2. Agenda:

280-21: Orichowski

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, of January 19, 2021, be adopted, as amended:

Additions:

1. Trail Twisters Snowmobile Association.
2. Golden View Fabricating Ltd.

Deletion:

- 4.3 Collective Agreement - International Union of Operating Engineers, Local Union No. 955.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Discussion:

RMA Board Governance Review Survey

281-21: Cherniwchan

That Smoky Lake County recommend to acknowledge Council as a whole has completed and submitted the Rural Municipalities of Alberta (RMA), Board Governance Review Member Survey, on January 19, 2021, as every four years, the RMA undertakes a board governance review to examine and update the association's governance process to ensure alignment with its strategic plan and meet the needs of the RMA membership through a series of questions pertaining to the six primary categories with Smoky Lake County's abbreviated responses as follows:

1. **Membership:** no need to realign,
2. **Board Structure:** no need to restructure,
3. **Board Roles and Responsibilities:** should remain as is,
4. **Board Election Processes:** District voting should be a stand-alone process by electronic clicker apart from education sessions,
5. **Member Input:** the resolution process is effective, Committees should be formed on need and merit, Administration's role should be advisory and voiced through the Elected Officials, RMA is representing the Districts well,
6. **Board Compensation:** is adequate.

Carried.

Meeting Recessed

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

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:48 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and virtual presence of the Finance Manager, Planning and Development Manager and Assistant, and Recording Secretary.

Alberta Health - Facility-Based Continuing Care Survey

282-21: Lukinuk That Smoky Lake County recommend to acknowledge Council, as a whole, and as an organization affiliated with facility-based care (via appointments of County Council members to the Smoky Lake Foundation Board), completed and submitted the Alberta Health, Facility-Based Continuing Care Review Survey, on January 19, 2021, prior to the deadline of January 29, 2021, for the purpose of identifying opportunities for enhancing and improving designated supportive living and long-term care in Alberta, with the ultimate goal of improving the lives of continuing care residents and their families, resident care outcomes, the satisfaction and quality of work environment of staff, and the cost effectiveness of facility-based continuing care service delivery.

Carried.

Additions to the Agenda:

Trail Twisters Snowmobile Association, Smoky Lake

283-21: Gawalko That Smoky Lake County Council recommend the Chief Administrative Officer meet with the Smoky Lake Trail Twisters' President, in response to ratepayer complaints brought forward by Council in January 2021, with respect to the trail development activities in Division One and Four.

Carried.

Golden View Fabricating Ltd., Smoky Lake

284-21: Halisky That Smoky Lake County Council recommend Public Works investigate the one-pass grading system equipment designed to be pulled behind a tractor, manufacture by Golden View Fabricating Ltd. of Smoky Lake; and extend an invitation to Bruce Chern, Owner of Golden View Fabricating Ltd. to attend a future Council meeting as a delegation for the purpose of providing a presentation on the said equipment.

Carried.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

ADJOURNMENT

285-21: Lukinuk

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting, of Tuesday, January 19, 2021, be adjourned, time 1:44 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the County Council Meeting held on Thursday, January 28, 2021 at 9:05 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, Jan. 28, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance Upon Call to Order:

Public Works Mgr.	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Manager	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
CEDO	Michelle Wright	Virtually Present
Media	Smoky Lake Signal	Virtually Present
Media	Redwater Review	Virtually Present
Public	3 Members	Virtually Present
HAK School's Grade Six	Students & Staff	Virtually Present

2. Agenda:

286-21: Halisky That the Smoky Lake County Council Meeting Agenda for Thursday, January 28, 2021, be adopted, as presented. Carried Unanimously.

3. Minutes:

Minutes of November 26, 2020 – County Council Budget Meeting

287-21: Cherniwchan That the minutes of the Smoky Lake County Council Budget Meeting held on Thursday, November 26, 2020, be adopted as presented. Carried.

Minutes of December 10, 2020 – County Council Meeting

288-21: Gawalko That the minutes of the Smoky Lake County Council Meeting held on Thursday, December 10, 2020, be adopted as presented. Carried.

Minutes of December 11, 2020 – County Council Budget Meeting

289-21: Orichowski That the minutes of the Smoky Lake County Council Budget Meeting held on Friday, December 11, 2020, be adopted as presented. Carried

Minutes of January 12, 2021 – County Council Budget Meeting

290-21: Halisky That the minutes of the Smoky Lake County Council Budget Meeting held on Tuesday, January 12, 2021, be adopted as presented. Carried.

Meeting Recessed Meeting recessed for Public Hearing, time 9:08 p.m.

VIRTUAL PUBLIC HEARING:

Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes
1.0 Opening

The Virtual Public Hearing was **called to order at 9:15 a.m.** by the Reeve, Craig Lukinuk in the presence of all Council members, Planning and Development Manager, Planning and Development Assistant, Recording Secretary, **three members of the public, and one member of the media.**

Confirmation was provided by the Chief Administrative Officer, that the Public Hearing had been advertised and notice was provided in accordance with the applicable legislation.

The purpose of the hearing was summarized:

To obtain public input in regard to Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes.

Amanda Kihn, Assistant Agricultural Fieldman, virtually joined the meeting, time 9:18 a.m.

2.0 Staff Presentation

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

BACKGROUND:

- The Smoky Lake County Planning and Development Department has been made aware of numerous examples of campsites / campgrounds / recreational vehicle parks located throughout the County where no Development Permits have been issued. In many instances, these unauthorized developments are not able to be properly authorized via the Land Use Bylaw because these types of development are not listed as a Permitted nor Discretionary Use in most of the Land Use Districts under the Land Use Bylaw.

CAMPSITES / CAMPGROUNDS / RECREATIONAL VEHICLE PARKS

- The Planning and Development Department has also spoken with a number of developers who have shown an interest in developing campgrounds and recreational vehicle parks within Smoky Lake County.
- Smoky Lake County wishes to address these deficiencies by providing greater clarity regarding provisions pertaining to campsites, campground and recreational vehicle parks, and by establishing a process whereby the Development Authority would be able to consider applications for these types of uses, and to establish conditions that could be enforced for these types of developments.

SHIPPING CONTAINERS

- The Planning and Development Department has experienced an increase in the number of Development Permit applications for shipping containers in recent months as many residents are responding to increased property theft and are looking for more secure means of storing their property. Moreover, shipping containers are easily acquired, are relatively cheap, and are structurally sound, making them a popular choice for storage and for the construction of dwellings. The current provisions in the Land Use Bylaw are convoluted and difficult to interpret. Smoky Lake County proposes to revise these provisions to provide greater clarity to residents.

TINY HOMES / DWELLINGS

- The Planning and Development Department has also received a number of inquiries regarding the possibility of developing tiny homes within the County. Currently, the County's Land Use Bylaw requires a minimum ground floor area of between 600 square feet and 750 square, depending on dwelling type and Land Use District. The Planning and Development Department has received a number of inquiries regarding whether small dwellings would be permissible. Smoky Lake County proposes adding a definition for "tiny homes" to the Land Use Bylaw and to eliminate the minimum ground floor area requirements for dwellings.

NOTICE PROVIDED:

- Public Notice has been advertised for two weeks consecutively on social media and in newsprint in the Redwater Review on December 23, 2020 and January 6, 2021.
- Public Notice has also been posted on the Smoky Lake County website since December 15, 2020.

Clarification:

Currently, campgrounds are not allowed as a discretionary or permitted use within in the Agricultural District, this proposed bylaw would change the Land Use Bylaw to allow for that on a discretionary basis.

Carole Dowhaniuk, GIS Officer, virtually joined the meeting, time 9:26 a.m.

One member of the Public, virtually joined the meeting, time 9:30 a.m.

3.0 Public Presentations Via Written Submissions

There were three written submissions received:

From: Paul Skarllicki
Sent: January 14, 2021 8:31 AM
To: Kyle Schole
Subject: Bylaw amendment support

To whom it may concern,

Thank you for taking the time to read this letter. It's intent is in support of the proposed amendment to bylaw 1386-20.

I believe the amendment will increase tourism and economic development which benefits the entire community.

Sincerely,

Paul Skarllicki

Vilna Ab.

From: Clarence Rozak [REDACTED]
Sent: January 20, 2021 7:44 PM
To: Jordan Ruegg
Cc: colin.glabus@ [REDACTED]
Subject: Land Use Bylaw No. 1272-14 Sec 7-31 Shipping Containers
Attachments: Smoky Lake County Letter 2021 0118.jpg

Hi Jordan,

Colin Glabus recently sent you a letter regarding placement of a second Shipping Container on his property (See Attached). I would also consider placing two containers on my property for the exact same reasons cited in Colin's letter. I understand the intent of the bylaw as shipping containers detract from the appearance of the Hillside Acres subdivision. In my opinion the crime problem in the area rates ten times more of a priority than the appearance of industrial shipping containers and I would argue that the high crime rate reduces property values magnitudes more than having shipping containers placed on those properties. Please add my name to Colin's concerns being brought forward at the January 28 meeting.

Regards,

Clarence Rozak
[REDACTED]
Sherwood Park, Alberta
T8A 5A8
Phone: [REDACTED]
Cell: [REDACTED]
[REDACTED] Hillside Acres

September 17, 2020

INTRODUCTION

We are the current landowners of the property at [REDACTED]. We are interested in rezoning our land from Agricultural to Recreational. In doing so we would like to build a campground on our property with approximately 25 and up to possibly 50 stalls in the future depending on size.

Our goal is to promote people to come to the area to camp as well have people utilize the surrounding businesses and partake in the activities and events in the area. This will help promote the historical Victoria Trail and Metis Settlement.

We would like to build about 20 to 25 stalls to start with for yearly campers and leave some for other drop in campers to rent by the day or weekend.

With the pending development of the Metis Settlement we feel this would be a great opportunity for the County of Smoky Lake.

VICTORIA TRAIL CAMPGROUND - SEPT 17/2020

PROJECT: Campground

Goals and Objectives: Phase 1

- Get approved to be rezoned and get a permit to build
- Survey and stake out where potential lots will be
- Remove trees and clear sites
- Level and gravel sites
- Purchase fire pits for each stall
- Garbage Disposal site (speak with potential businesses in area)
- Provide outhouses (according to code)

Goals and Objectives: Phase 2

- Provide water, septic services and power to stalls
- Erect a shower and flush toilets in a central bathroom facility
- Continue on progressing the campground roads and adding new roads and camp sites if needed
- Provide WiFi to campers
- Get a grant to restore the old farm house on property

Goals and Objectives: Phase 3 & 4

- Have an office on site to register or online on our developing website
- Have an office with a small convenience store (dry goods)
- Sell handmade crafts from community members
- Help promote functions in the community and supply space for day rental for outdoor activities
- Erect a fish pond on site
- Repair old chicken coop, pig pen, and other out buildings on property so we can use as a petting zoo

SUMMARY

Our mission in the future is to provide a safe fun and enjoyable camping experience for all who come.

We recognize this is a huge undertaking to get started and as needs and wants happen we will address them and reconsider our time frames and goals and objectives to deal with any problems or needs that may arise.

Long term we would like to have guests enjoying some horseshoes, horseback riding, fishing, boating and utilizing the trails in the areas.

We would like to also provide entertainment and special gatherings for the campers for all to enjoy while staying in our campground. (Monthly maybe)

We hope that we can work with the County of Smoky Lake to help us in any way possible with suggestions or feedback you may have to assist us.

Thanking you in advance for this opportunity and if you need more information you can contact us.

Randy Ludwig
[REDACTED]

Corinne Friedrich
[REDACTED]

Looking forward to hearing from you!!

From: Agnes Skarlicki [REDACTED]
Sent: January 18, 2021 12:40 PM
To: Kyle Schole
Subject: Amendment of bylaw 1386-20

To whom it may concern,

Thank you for taking the time to read this letter.

It's intent is in support of the proposed amendment to bylaw 1386-20. Having grown up on the shores of Bonnie Lake and still owning land along its shores, I believe the amendment will allow the beauty of the lake to be shared, while still protecting and preserving it.

Sincerely,
Agnes Skarlicki

From: Christina Burton [REDACTED]
Sent: January 18, 2021 10:54 PM
To: Kyle Schole
Subject: Support for amendment to bylaw 1386-20

To Whom It May Concern,

This letter is to show support for the proposed amendment to bylaw 1386-20. As a person who owns land near Vilna and Bonnie Lake, I support efforts to increase tourism and revitalization of the town and economy while maintaining stewardship of the environment.

Thank you for allowing my input.

Sincerely,

Christina Burton (née Skarlicki)
"Sell your cleverness and buy bewilderment" Rumi

January 18, 2021

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

Attention: Jordan Ruegg, Planning and Development Manager

Dear Sir:

RE: LAND USE BYLAW NO. 1372-14 SEC 7-31 SHIPPING CONTAINERS

Further to our conversation on January 15, 2021, I wish to submit my concerns in writing, to be brought forward at the meeting on January 28, 2021, regarding the land use bylaw pertaining to the use of storage containers on residential parcels, within the County of Smoky Lake.

For some time, you and I have discussed at length (via email and phone), my desire to obtain a second storage container, to better enable me to secure my belongings at Hillside Acres. Based on our recent conversation, it is my understanding that the County is not prepared to amend the bylaw to permit two storage containers.

I purchased my lot at Hillside Acres, in late 2016, with the intention of building a four season dwelling on the property, at some point. One of my concerns with proceeding with property enhancement to that extent, is the requirement to be able to secure my belongings to the best of my ability. Hearing of the County's decision to disallow one additional storage container is truly disheartening, and has caused me to reconsider my building endeavours. Since purchasing my lot, my property has had two break and enter events, with considerable damage to my property on both occasions. In speaking with members of the Smoky Lake RCMP, it is my understanding that the County of Smoky Lake and neighbouring counties, experience a high volume of property crimes (some including violence), on an ongoing basis. A number of residents from Hillside Acres attended a County of Smoky Lake meeting in late 2019 to put forward our concerns, and attempt to work with the County to explore security solutions, such as an access gate on the road to Hillside Acres. We were subsequently informed that a gate would not be an option, as the road is not a private road access.

While I recognize and respect the County's responsibility and effort to create bylaws to uphold the physical appearance of residential property, I see no reason to believe that an additional steel storage container has any more potential to look unsightly than any other structure erected (wooden or otherwise) to hold belongings. I urge Council to consider the protection and security of personal property, as well as the safety of residents, as part of the bylaw creation effort. While no method of storage is able to withstand the efforts of determined criminal individuals, it is my opinion that steel structures with robust locking mechanisms, provide the strongest and most affordable protection for residents. The current provision for only one 20' storage container is insufficient for the safe and orderly containment of necessary supplies, utility equipment and powered vehicles. As I previously stated, to be allowed to have a second storage container would be a great compromise by the County, to assist property owners in the battle against the criminal element and their activities at Hillside Acres, as well as other areas within the County.

Please present this letter to the upcoming Council meeting on January 28, 2021.

Thank you.



Colin Glabus

From: Cheryl Quigley
Sent: January 18, 2021 10:59 AM
To: Jordan Ruegg
Subject: Second Container

Dear Jordan,

I am sending a copy of the letter that a resident of Whitefish lake has submitted in regard to having a second Ccan on his property. Tony and I are in agreement that this is essential due to the high level of theft that has occurred over the past few years. As you know this has been an ongoing issue. We would hope that this would be considered so as to enjoy our lots and have comfort knowing that our expensive equipment will be safe. We support this request.

Regards
Cheryl Quigley
Tony Lucciantonio

From: celia norris
Sent: January 18, 2021 7:27 PM
To: Kyle Schole
Subject: Bylaw 1386-20

As a land owner in the Smoky Lake District, I am writing to express my support of the upcoming amendment to Bylaw 1386-20.

The promotion of tourism in the Bonnie Lake area needs clear guidelines in protecting and preserving the integrity of Bonnie Lake and its shoreline.
Celia Norris (nee Skarllicki)

Sent from my iPhone

January 18, 2021

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

Attention: Jordan Ruegg, Planning and Development Manager

Dear Sir:

RE: LAND USE BYLAW NO. 1272-14 SEC 7-31 SHIPPING CONTAINERS

Further to our conversation on January 15, 2021, I wish to submit my concerns in writing, to be brought to the Council meeting on January 28, 2021, regarding the land use bylaw pertaining to the use of storage containers on parcels within the County of Smoky Lake.

For some time, you and I have discussed at length (via email and phone), my desire to obtain a second storage container to better enable me to secure my belongings at Hillside Acres. Based on our recent conversation, it is my understanding that the County is not prepared to amend the bylaw to permit two storage containers.

I purchased my lot at Hillside Acres, in late 2016, with the intention of building a four season dwelling on the property. One of my concerns with proceeding with property enhancement to that extent, is the need to secure my belongings to the best of my ability. Hearing of the County's decision to disallow one additional storage container is truly disheartening, and has caused me to reconsider my building endeavours. Since purchasing the property has had two break and enter events, with considerable damage to my property on both occasions with members of the Smoky Lake RCMP, it is my understanding that the County of Smoky Lake and neighbouring areas experience a high volume of property crimes (some including violence), on an ongoing basis. A number of Hillside Acres attended a County of Smoky Lake meeting in late 2019 to put forward our concerns, and with the County to explore security solutions, such as an access gate on the road to Hillside Acres. We were informed that a gate would not be an option, as the road is not a private road access.

While I recognize and respect the County's responsibility and effort to create bylaws to uphold the safety of residential property, I see no reason to believe that an additional steel storage container has any more security than any other structure erected (wooden or otherwise) to hold belongings. I urge the Council to consider protection and security of personal property, as well as the safety of residents, as part of the bylaw creation. No method of storage is able to withstand the efforts of determined criminal individuals. It is my opinion that structures with robust locking mechanisms, provide the strongest and most affordable protection for residential property. The provision for only one 20' storage container is insufficient for the safe and orderly containment of recreational equipment and powered vehicles. As I previously stated, to be allowed to have a second storage container would be a compromise by the County, to assist property owners in the battle against the criminal element and theft at Hillside Acres, as well as other areas within the County.

Please present this letter to the upcoming Council meeting on January 28, 2021.

2

From: Teresa Skarllicki [REDACTED]
Sent: January 19, 2021 8:02 PM
To: Kyle Schole
Subject: Amendment of bylaw 1386-20

To whom it may concern :

I applaud the Smoky Lake County for the development of strategies to support tourism growth in the region. I specifically support the amendment to allow establishment of responsibly managed campgrounds.

Thank you
Teresa Skarllicki
Trustee for the Skarllicki Family Farm Trust

From: Skarllicki, Daniel [REDACTED]
Sent: January 19, 2021 8:14 PM
To: Kyle Schole
Subject: bylaw 1386-20

To whom it may concern,

I am writing in support of the proposed amendment to bylaw 1386-20. I believe the amendment has the potential to increase tourism and economic development which benefits the entire community.

However, I also expect that the county will closely monitor all applications and enforce rules to protect the wildlife and environment.

Please confirm receipt.

Sincerely,

Daniel Skarllicki
[REDACTED]
Vancouver BC V6G 3C1

From: Ms Skarlicki
Sent: January 21, 2021 5:31 PM
To: Kyle Schole
Subject: Amendment to bylaw 1386-20

To Whom it May Concern,

I am writing to express my support for the proposed amendment to bylaw 1386-20.

As a landowner of property surrounding part of Bonnie lake, I believe that thoughtful development in the area would enhance economic and tourist growth.

Thank you for considering my letter.

Yours truly,
Emily Skarlicki
Vilna, Alberta

4.0 Public Presentations at the Public Hearing

There were **no** Members of the Public virtually present who requested to speak **in opposition or in support** of proposed **Bylaw No. 1386-20**.

One member of the Public virtually joined the meeting, time 9:52 a.m.

5.0 Questions and Answers

Council held discussion on amending the Shipping Containers section of the proposed **Bylaw No. 1386-20** as follows:

Section 7.34 Subsection 3:

A ~~maximum of one (1)~~ shipping container may be allowed, at the discretion of the Development Authority, on any parcel located within the Multi-Lot Country Residential (R1), Residential (Cluster) Conservation (R2), Victoria Residential (R3) and Hamlet General (HG) Districts.

Section 7.34 Subsection 6:

The maximum length for shipping containers located within the Multi-Lot Country Residential (R1), Residential (Cluster) Conservation (R2), Victoria Residential (R3) and Hamlet General (HG), Highway Commercial (C1) and Victoria Commercial (C2) Districts shall be twenty feet (20.0'). The maximum length for shipping containers located within the Agricultural General (AG), Industrial (M1) and Rural Industrial (M2) Districts shall be ~~forty feet (40.0')~~ *at the discretion of the development Authority*.

Section 7.34 Subsection 8:

The exterior finish of a shipping container sited on a parcel located within the Multi-Lot Country Residential (R1), Residential (Cluster) Conservation (R2), Victoria Residential (R3), Hamlet General (HG), Highway Commercial (C1) and Victoria Commercial (C2) Districts must be ~~consistent with~~ *complimentary* to the finish of the primary building. The finish shall be made to consistent with the finish of the primary building within two (2) years of the placement of the shipping container.

H. A. Kostash School's Grade 6 Class and Staff, virtually left the meeting, time 9:56 a.m.

6.0 Closing Remarks

There being no further presentations.

The public hearing and discussion on Smoky Lake County's proposed **Bylaw No. 1386-20: a bylaw to amend the Land Use Bylaw 1272-14**, was declared closed, time 10:00 a.m.

County Council Meeting Reconvened

The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Lukinuk, time 10:11 a.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, Communications Technician, Natural Gas Manager, Community Economic Development Officer, Recording Secretary, four Members of the Public and two Members of the Media.

7. Delegation:

Steve Leliuk – Landowner at Hillside Acres, Whitefish Lake

Virtually present before County Council from 10:11 a.m. to 10:22 a.m. was Steve Leliuk, Landowner, to present a waterfront access proposal involving the removal of trees through the Environmental Reserve near the land legally described as Plan 0324012, Block 1, Lot 26, at Hillside Acres, Whitefish Lake.

One Member of the Public, left the meeting, time 10:22 a.m.

4. Request for Decision:

Policy Statement No. 02-11-14: Peace Officer: Annual Reporting

291-21: Orichowski

That Smoky Lake County Policy Statement No: 02-11-14: Peace Officer: Annual Reporting be amended; and forego the “Public Participation” process due to the Annual Reporting being legislatively controlled through the Public Security Peace Officer Program:

Title: Peace Officer: Annual Reporting	Policy No.: 11-14
Section: 02	Code: P-J
	Page No.: 1 of 7
<i>E</i>	
Legislation Reference:	Peace Officer Ministerial Regulations Act
Purpose:	To submit a written report to the Alberta Solicitor General on an annual basis on the Peace Officer Program.
Policy Statement and Guidelines:	
1. STATEMENT	
1.1 Smoky Lake County submitted an Application to the Alberta Justice and Solicitor General and Public Security on August 17, 2006 – Motion 627-06 for “Authorization to Employ a Special Constable.”	
1.2 Under the Public Security Division – Peace Officer Program, Smoky Lake County was authorized as of January 2007 to be an Employer of a Peace Officer Appointment by the director of Law Enforcement.	
2. OBJECTIVE	
2.1 An annual written report is a requirement designed to facilitate communication with the Director of the Alberta Solicitor General.	
2.2 The annual report includes areas such as the service provided operational practices of the Peace Officer and enforcement related activities.	
3. GUIDELINES	
The Annual report must include:	
3.1 The general nature of the services provided by the peace officer.	
3.2 Operational practices of the peace officer.	
3.3 Enforcement and enforcement-related activities of the peace officer.	
3.4 Name and position of the agency contact person in a senior management position.	
3.5 Statistical data related to offences and tickets issued (summaries only) required by the director.	
3.6 An updated list of peace officers employed and their positions in the agency.	

Title: Peace Officer: Annual Reporting	Policy No.: 11-14
Section: 02	Code: P-I
	Page No.: 2 of 7

Policy Statement and Guidelines:

4. PROCEDURES

- 4.1 The Annual Written Report format will be in accordance with Schedule "A":Peace Officer Annual Report.
- 4.2 The Peace Officer employed by Smoky Lake County will complete the Annual Report by January 31st each year and submit to the Director of Law Enforcement, Public Security Peace Officer Program.

Section 02

Schedule "A"

Policy: 11-14

SMOKY LAKE COUNTY

ENFORCEMENT SERVICES

**ANNUAL REPORT
2020**

PEACE OFFICER PROGRAM

**Submit to:
Tammy Splnk
Manager
Public Security Peace Officer Program**

Section 02

Policy: 11-14

PEACE OFFICER ANNUAL REPORT		EMPLOYEE FILE NUMBER: APPOINTMENT NO: 12913
<p>1. General Nature of the Services provided by the Peace Officer:</p> <p>Program Overview:</p> <ol style="list-style-type: none"> The Peace Officer is responsible for the enforcement and investigation of Municipal Bylaw and Provincial Statutes for Smoky Lake County. As a Peace Officer, the overall duty is to protect and educate people and property, and to preserve and maintain the public peace. The Peace Officer reports to the Smoky Lake County, Chief Administrative Officer (C.A.O.) 		
<p>2. Operational Practices of the Peace Officer:</p> <p>Key Areas:</p> <ul style="list-style-type: none"> Ensuring public compliance with various County bylaws. Provide information and interpretation of Municipal bylaws and Provincial Statutes requirements to the Smoky Lake County residents and community groups. Develop and implement to educate on public awareness programs and maintain positive public relations. Conducts highly visible mobile patrols of the County for the purpose of preventing and detecting violations of Municipal Bylaws and selected Provincial statutes. 		

Schedule "A": Peace Officer: Annual Report

Page 4 of 7.

Section 02

Policy: 11-14

PEACE OFFICER Annual Report		Page 2
<p>3. Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT: Responsibilities: Public Safety:</p> <p>3.1 As a Peace Officer appointed under the <i>Peace Officer Act</i>, enforce the following Provincial Statutes and Regulations, including:</p> <ul style="list-style-type: none"> The Animal Protection Act. The Dangerous Dogs Act. The Environmental Protection and Enhancement Act. The Fuel Tax Act. The Gaming, Liquor, and Cannabis Act. The Petty Trespass Act. The Provincial Offences Procedure Act. The Stray Animals Act. The Traffic Safety Act. <p>3.2 As the Enforcement Officer appointed under the <i>Municipal Government Act</i>, enforce Municipal Bylaws, including:</p> <ul style="list-style-type: none"> The Animal Control Bylaw. The Corridor Regulation Bylaw. The Land Use Bylaw. The Off Highway Vehicles Bylaw. The Parks Control Bylaw. The Fire Bylaw The Road Right Of Way Bylaw The Nuisance and Unseightly Premises Bylaw The Weight Restrictions For Vehicles Bylaw <p>3.3. In accordance with the <i>Municipal Government Act</i>, the Bylaw Enforcement Officer is a Designated Officer. The Enforcement Officer time is to be equally divided between patrolling and enforcing.</p>		

Schedule "A": Peace Officer: Annual Report

Page 5 of 7.

Section 03

Policy: 11-14

PEACE OFFICER: Annual Report		Page 3
3. Enforcement and Enforcement-related activities of the Peace Officer:		
ENFORCEMENT-RELATED ACTIVITIES:		
Enforcing Duties:		
3.4	<ul style="list-style-type: none"> ■ Receiving complaints and inquires. ■ Investigation of complaints. ■ Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures. ■ Advising responsible parties of infractions and laying of charges if founded. ■ Educating and/or prosecuting violators. ■ Conducts patrols of the trail systems, roads and hamlets within the corporate limits of Smoky Lake County. ■ Receive and documents evidence relating to investigation and ensures that continuity of such evidence is maintained, stored and destroyed accordance with Provincial County Regulations and/or County policies. ■ Prepares prosecutor information sheets and court briefs concerning a charge or ticket. 	
Other Duties:		
	<ul style="list-style-type: none"> ■ Assist R.C.M.P., as required. ■ Prepare Monthly reports and distribute to Council, Chief Administrative Officer. ■ Report at weekly Management meetings. ■ To be familiar with the Policies of the Smoky Lake County and the mandate of the Peace Officer Program. ■ Personnel conduct to enhance the image of Peace Officer in the Smoky Lake County. ■ Attendance at conference and training programs that are pre-approved by the Chief Administrative Officer. ■ Preparation and revision of Municipals Bylaws. ■ Issue various letters of Permission and Permits relating to Municipal Bylaws. ■ Participation with community interest groups as requested. ■ Develop and/or take part in public awareness programs and maintain positive public relations. ■ Conducts other related duties as required. 	

Schedule "A": Peace Officer: Annual Report

Page 6 of 7.

Section 03

Policy: 11-14

PEACE OFFICER: Annual Report		Page 4																				
3. Enforcement and Enforcement-related activities of the Peace Officer:																						
ENFORCEMENT-RELATED ACTIVITIES: Continued																						
Working Relationship:																						
	<ul style="list-style-type: none"> ■ To be accessible, approachable and helpful to the residents and public who require information or assistance. ■ To establish and maintain a positive working relationship with Smoky Lake County employees. ■ To continue and enhance communication to the Chief Administrative Officer to be informed on all issues or concerns that could effect the Peace Officer Program. 																					
Decision Making: Independence of Action:																						
	<ul style="list-style-type: none"> ■ Works under minimal supervision while on patrol. ■ Deals with the public in confrontational situations and must use own judgment to resolve them, based on instant decisions relating to knowledge of laws and regulations. 																					
4. Name of the Agency Contact Person in a Senior Management Position:																						
Smoky Lake County:	Gene Sobolewski, Chief Administrative Officer Box 310 4812 McDougall Drive Smoky Lake, Alberta T0A 3C0	Phone: 780-856-3730 Fax: 780-856-3788 E-Mail: cao@smokylakecounty.ab.ca																				
5. Statistical Data Required by the Director:																						
	<table border="1"> <thead> <tr> <th>Types of Incidents</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>Animal Control:</td> <td>16</td> </tr> <tr> <td>Unsanitary Premises:</td> <td>2</td> </tr> <tr> <td>Land Use Issues:</td> <td>12</td> </tr> <tr> <td>Road Right of Way:</td> <td>12</td> </tr> <tr> <td>Traffic Safety Issues:</td> <td>2</td> </tr> <tr> <td>Iron Horse Trail</td> <td>3</td> </tr> <tr> <td>Campgrounds</td> <td>1</td> </tr> <tr> <td>Noise</td> <td>1</td> </tr> <tr> <td>TOTAL</td> <td>49</td> </tr> </tbody> </table>		Types of Incidents	2020	Animal Control:	16	Unsanitary Premises:	2	Land Use Issues:	12	Road Right of Way:	12	Traffic Safety Issues:	2	Iron Horse Trail	3	Campgrounds	1	Noise	1	TOTAL	49
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Animal Control:	16																					
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Road Right of Way:	12																					
Traffic Safety Issues:	2																					
Iron Horse Trail	3																					
Campgrounds	1																					
Noise	1																					
TOTAL	49																					
6. An updated List of Peace Officer Employed and their Position in the Agency:																						
Name:	James E. English	Phone: 780-856-3730																				
Title:	Peace Officer	Fax: 780-856-3788																				
Agency:	Smoky Lake County	Cellular: 780-850-5429																				
Address:	Box 310, 4812 McDougall Drive Smoky Lake Alberta T0A 3C0	E-Mail: eenglish@smokylakecounty.ab.ca																				

Schedule "A": Peace Officer: Annual Report

Page 7 of 7.

Carried.

Municipal Election 2021 Update – Report No. 2

292-21: Cherniwchan That Smoky Lake County Council acknowledge receipt of the Municipal Election 2021 Update - Report No. 2, prepared by the Assistant Chief Administrative Officer, dated January 21, 2021, outlining the planning and preparations underway in advance of the October 18, 2021, Municipal Election.

Carried.

General Municipal Election Returning Officer - Resignation

293-21: Halisky That Smoky Lake County accept the resignation of Delores Jarema from the Temporary Contract Position of Returning Officer for the 2021 General Municipal Election, in response to the email received from Delores Jarema, dated December 14, 2020 to the Assistant Chief Administrative Officer regarding same.

Carried.

General Municipal Election Returning Officer – Recruitment

294-21: Orichowski That Smoky Lake County Council approve action taken by Administration in advertising for the recruitment of a Returning Officer to fill the vacant Temporary Contract Position for the Smoky Lake County Year-2021 General Municipal Election.

Carried.

General Municipal Election Returning Officer - Appointment

295-21: Gawalko That Smoky Lake County appoint Michelle Wright as the Returning Officer to conduct the Smoky Lake County Year-2021 General Municipal Election in compliance with the Local Authorities Election Act, to be held on October 18, 2021.

Carried.

Doug Ponich, Public Works Manager, virtually joined the meeting, time 10:32 a.m.

Heritage Board Volunteer Recognition Certificates

296-21: Halisky That Smoky Lake County provide Volunteer Appreciation Certificates to the Smoky Lake Heritage Board Volunteers of present and past to acknowledge their significant contributions to heritage endeavors and heritage awareness in the Smoky Lake Region, and acknowledge the current members' years of service as follows:

Noreen Easterbrook: Fifteen Years,
Graham Dalziel: Fourteen Years,
Christine Hansen: Eight Years,
Michelle Wright: Five Years,
Leon Boychuk-Hunter: Two Years, and
Pamela Billey: One Year.

Carried.

Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)

297-21: Orichowski That Smoky Lake County, counteroffer in the amount of Six Thousand, Eight Hundred Dollars (\$6,800.00) GST exempt, as per the Municipal Assessors valuation in respect to selling the County owned lands legally described as Pt. SW-6-59-15-W4M (Certificate of Title # 782055897), containing 0.31 acres, more or less, in accordance with Policy Statement No. 61-10-01: Disposition of County Owned Property, to Alberta Infrastructure, in response to the expression of interest received from the Government of Alberta representative: Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure, dated October 13, 2020.

Carried.

Alberta Community Partnership (ACP) – Grant Applications 2020/2021

298-21: Halisky

That **Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna** participate in the application of the 2020-2021 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Fire Services** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve **Smoky Lake County to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

299-21: Orichowski

That **Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna** participate in the application of the 2020-2021 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Recreational Services and Facilities Assessment** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Village of Waskatenau to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

300-21: Gawalko

That **Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna** participate in the application of the 2020-2021 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Service Delivery Options Study** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Village of Vilna to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

301-21: Lukinuk

That **Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna** participate in the application of the 2020-2021 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Road Network Study** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Town of Smoky Lake to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes

302-21: Halisky

That Smoky Lake County **Bylaw No. 1386-20: Amendment to Land Use Bylaw No. 1272-14**, for the purpose of revising and addressing the provisions pertaining to Recreational Vehicles (RVs), Campgrounds, Campsites, Recreational Vehicle Parks, Shipping Containers, and Tiny Homes, be given **SECOND READING as amended**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1386-20: Amendment to Land Use Bylaw No. 1272-14**, for the purpose of revising and addressing the provisions pertaining to Recreational Vehicles (RVs), Campgrounds, Campsites, Recreational Vehicle Parks, Shipping Containers, and Tiny Homes, be given the **THIRD and FINAL READING** and that the Reeve and the Interim 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.

Discharge of Caveat – NW-4-59-15-W4M

303-21: Cherniwchan That Smoky Lake County discharge the caveat executed on September 29, 1936, in respect to an interest claim for “hospitalization” costs in the original amount of \$41.05 under the provisions of the 1926 Municipal District Act, as registered on October 30, 1936, by the Municipal District of Vilna No. 575, and identified as the Alberta Land Titles Document #2389EW, on the Certificate of Title #142392468 for the lands legally described as NW-4-59-15-W4M.

Carried.

11:43 to 11:43 a.m. 9. Public Question and Answer Period:

None

Government of Alberta’s Heritage Preservation Partnership Program

304-21: Halisky That Smoky Lake County Council approve action taken by Administration in applying to the Government of Alberta’s Heritage Preservation Partnership Program: Heritage Awareness, Publication, and Research Grants, for funds in the amount of \$1,500.00, for the Project Titled: North Saskatchewan Canadian Heritage River System (CHRS) Nomination; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds, should the said application be successful.

Carried.

Smoky Lake County Regional Heritage Board - 2021 Alberta Heritage Conservation Grant

305-21: Gawalko That Smoky Lake County Council approve action taken by the Reeve in providing a letter of support to the Government of Alberta’s Heritage Division, for the Smoky Lake County Regional Heritage Board’s application to the 2021 Alberta Heritage Conservation Grant for the Ruthenia School Municipal Historic Resource.

Carried.

Alberta Conservation Association’s 2021-22 Conservation, Community & Education Grant

306-21: Lukinuk That Smoky Lake County Council approve action taken by Administration in applying to the Alberta Conservation Association’s 2021-2022 Conservation, Community and Education program, for grant funding in the amount of \$15,000.00, for the Project Titled: North Saskatchewan Canadian Heritage River System (CHRS) Nomination; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds, should the said application be successful.

Carried.

Government of Canada's 2021 Environmental Damages Fund

307-21: Orichowski That Smoky Lake County apply to the Government of Canada's 2021 Environmental Damages Fund program administered by Environment and Climate Change Canada, under the funding category of: environmental quality improvement prior to the submission deadline of February 24, 2021, for the Project Titled: North Saskatchewan Canadian Heritage River System Management Plan, for the purpose of restoring the environment and, conserving wildlife and habitats; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds, should the said application be successful.

Carried.

One Member of the Media: Redwater Review, left the meeting, time 11:55 a.m.

Canadian Heritage Rivers System (CHRS) - Parks Canada Funding Contribution

308-21: Halisky That Smoky Lake County execute the Contribution Agreement with Parks Canada to receive funding under the General Class Contributions Program, in the amount of \$5,000.00, for creating the Nomination Document of relevant information and background studies, to be completed prior to February 18, 2022, as part of nomination process for the North Saskatchewan River to be part of the Canadian Heritage Rivers System (CHRS).

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:00 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:47 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, Communications Technician, Natural Gas Manager, Public Works Manager, Community Economic Development Officer, Recording Secretary, one Member of the Public and one Member of the Media.

Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24-60-17-W4M)

309-21: Halisky That Smoky Lake County submit the appropriate application to Alberta Environment and Parks to renew the disposition for a 25-Year Recreation Lease for the lands legally described as NW-24-60-17-W4M (Brodyk Lake Recreation Area), in respect to Disposition No. REC 170005, expiring on January 1, 2023.

Carried.

Graham Fleet, Senior Manager, Xplornet Communications Inc., virtually joined the meeting 12:58 p.m.

Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34-61-17-W4M)

310-21: Halisky That Smoky Lake County submit the appropriate application to Alberta Environment and Parks to renew the disposition for a 25-Year Recreation Lease for the lands legally described as NE-34-61-17-W4M (Island Lake Campground), in respect to Disposition No. REC 170007, expiring on January 1, 2022.

Carried.

7. **Delegation:**

Graham Fleet – Xplornet Communications

Virtually present before County Council at 1:01 p.m. to 1:49 p.m. was Graham Fleet, Senior Manager of Government and Public Affairs, Xplornet Communications Inc., to discuss Xplornet's 5G Broadband Rollout in Rural Alberta under Executive Session.

8. **Executive Session:**

Xplornet Communications Inc.

311-21: Orichowski That Smoky Lake County go into Executive Session to discuss a Legal Issue in regard to Xplornet Communications Inc.'s 5G Broadband Rollout in Rural Alberta, under the authority of the FOIP Section 27: Privileged Information, time 1:04 p.m.

Carried.

312-21: Cherniwchan That Smoky Lake County go out of Executive Session, time 1:49 p.m.

Carried.

Graham Fleet, Senior Manager, Xplornet Communications Inc., left the meeting 1:49 p.m.

5. **Issues for Information:**

Manager's Reports:

Public Works Manager

Council reviewed the Public Works Manager's report.

Doug Ponich, Public Works Manager, left the meeting, time 2:04 p.m.

Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20-61-17-W4M).

313-21: Halisky That Smoky Lake County submit the appropriate application to Alberta Environment and Parks renew the disposition for a 25-year Department License of Occupation (DLO) for the lands legally described as NE-20-61-17-W4M (Hanmore Lake Boat Launch), in respect to Disposition No. DLO 170189, expiring on September 3, 2022.

Carried.

Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan

314-21: Orichowski That Smoky Lake County **Bylaw No. 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan**, for the purpose of adopting the said plan, be given **FIRST READING**; and schedule a Public Hearing for Thursday, February 25, 2021, at 9:15 a.m., and advertise said Public Hearing in the local newspapers for two consecutive weeks, in accordance with section 230 and section 606 of the Municipal Government Act, and advertise said Public Hearing on the County's website, social media platforms and at the County office.

Carried.

5. **Issues for Information:**

Chief Administrative Officer's Report

The Chief Administrative Officer provided a report to Council for the period of December 4, 2020 to January 22, 2021:

Legislative/Governance:

- Discussion held at the Regional Economic Development Committee (RCDC) January 15, 2021 meeting in regard to COVID-19 Pandemic Restrictions and its impact on Community Businesses.

- Request for a County Departmental Meeting: 2021 Workplans.
- RMA Virtual- District "5" Meeting scheduled for January 22, 2021.
- Municipal Accountability Program (MAP) was held on Monday, January 18, 2021: The review was over an hour long and report will be released by end of January.

Administrative:

- 2020 Legislative Stats Summary is available.
- 2020 Christmas Listing received/sent by Smoky Lake County attached.
- Year 2021 is the County's 60th Anniversary: a digital logo has been created that will be utilized with email correspondence to promote the anniversary.
- Working on County Policy for Undeveloped Road Allowances.
- Enterprise Fleet Management has provided time sensitive information on Year-2021 fleet vehicle pricing.

Financial:

- Working on the Main Officer roof repairs – quotation document and budget.

Human Resources:

- Presented Long Service Award Pins and Certificates of County Employees for 14 employees ranging from 5 years to 30 years.
- Scheduled meeting to commence Bargaining with Local 955.
- As managing partner, addressed RCDC action in terminating the Economic Development Assistant Service Contract.
- Working on organizational structure review.
- Continuing to work to complete the WFL#128 project with the Commission as the Manager.

Community:

- Inquiring into six complaints received from landowners in respect to the Smoky Lake Trail Twisters and undeveloped road allowances.
- Working on revising an Undeveloped Road Allowance policy.
- Working on a true costing analysis of the cost of gravel in the County.
- Receiving inquiries/complaints in general about undeveloped road allowances.

Training:

- Looking at setting up some training for Managers in regard to the various considerations required in the decision-making process.

Enterprise Fleet Management Canada Inc.

315-21: Gawalko

That Smoky Lake County Council authorize Administration to engage Enterprise Fleet Management Canada Inc., in a timely manner to take advantage of the best pricing available for the purpose of adding four (4) Year-2021 Public Works fleet vehicle units, through an open-end lease agreement.

Carried.

Pandemic Restrictions Impacting Sustainability of Small Business

316-21: Halisky

That Smoky Lake County Council approve action taken by the Reeve in writing a letter concerning the negative impacts of the COVID-19 pandemic restrictions affecting the sustainability of small businesses to Glenn van Dijken, MLA, Athabasca Barrhead Westlock Constituency, dated January 19, 2021 with carbon copies to the Premier of Alberta, as well as each Smoky Lake Region municipality.

Carried.

County Council Departmental Meeting

317-21: Orichowski That the next Smoky Lake County Council Departmental Meeting be scheduled for Thursday, **March 4, 2021, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Rural Municipalities of Alberta (RMA) Virtual- District "5" Meeting

318-21: Cherniwchan That Smoky Lake County Council approve action taken by Council, in virtually attending the Rural Municipalities of Alberta (RMA) District "5" Meeting held on January 22, 2021, from County Council Chambers.

Carried.

Year-2020 Legislative Statistics

319-21: Halisky That Smoky Lake County Council acknowledge receipt of the Year-2020 Legislative Statistics as follows:

Meeting Minutes	138
Bylaws	27
Council Resolutions voted on	1301
Public Hearings	4
Public Participation Engagement	2
Aggregate Business License	9
Policies: Adopted	9
Policies: Amended	33
Approaches	2
Agreements executed	17
Haul Road Agreements	7

Carried.

Smoky Lake County's 60th Anniversary

320-21: Gawalko That Smoky Lake County Council acknowledge action taken by Administration in creating the following logo for use in Year-2021 for the purpose of promoting Smoky Lake County's 60th Anniversary:



Carried.

Employee Long Service Awards

Smoky Lake County Council expressed appreciation for the dedication of the following Long Service Employees:

5 Year Service	Jordan Ruegg - 2015-02-02 Sydney Kuryliw - 2015-07-21
10 Year Service	Brian Nizioł - 2010-02-01 Rick Smith - 2010-04-26
15 Year Service	Dan Kapicki - 2005-05-24 Erven Kellar - 2005-06-04 John Podloski - 2005-06-23 Ed English - 2005-11-07 Scott Franchuk - 2005-12-15
20 Year Service	Carole Dowhaniuk - 2000-06-27 Jason Bochar - 2000-07-20 Eddie Kuchera - 2000-12-01
25 Year Service	Ken Garner - 1995-07-04
30 Year Service	Barry Dowhaniuk - 1990-07 -11

Commence Collective Bargaining – Local 955

321-21: Halisky That Smoky Lake County Negotiating Committee commence bargaining with the International Union of Operating Engineers (IUOE) Local No. 955, for the purpose of negotiating the renewal of the collective agreement, between Smoky Lake County and IUOE Local No. 955 Employees, with meetings scheduled for Monday, March 1, 2021 at 9:00 a.m. and Tuesday, March 2, 2021 at 9:00 a.m. to be held in County Council Chambers and / or virtually through electronic communication technology; and, notify the IUOE Local 955 Business Agent and Chief Steward for Smoky Lake County of same.

Carried.

County Council Committee of the Whole Meeting - Collective Bargaining – Local 955

322-21: Halisky That the next Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration – review of the International Union of Operating Engineers (IUOE) Local No. 955 Collective Agreement be scheduled for Friday, February 19, 2021, at 9:00 a.m., to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and/or physically in County Council Chambers.

Carried.

County Council Meeting – CAO Evaluation

323-21: Orichowski That the next Smoky Lake County Council – Chief Administrative Officer Evaluation be scheduled for Tuesday, February 23, 2021, at 9:00 a.m., to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and/or physically in County Council Chambers.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement for the months of November 2020.

Action List(s)

Action Lists:

- i. County Council Budget Meeting – November 26, 2020.
- ii. County Council Meeting – December 10, 2020.
- iii. County Council Budget Meeting – December 11, 2020.
- iv. County Council Budget Meeting – January 12, 2021.

Chief Administrative Officer's Report

324-21: Cherniwchan That Smoky Lake County's Chief Administrative Officer report for the period of December 4, 2020 to January 22, 2021, 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 December 4, 2020 to January 20, 2021.

Request to Write Off Penalties

325-21: Gawalko That Smoky Lake County Council take no action to the Owner's January 14, 2021, written request to write off penalties on Property Tax Roll number 23090116, as a similar request was made by the same owner in respect to previous penalties in Year-2016 and, payment was received in full in December 2020.

Carried.

Request for Proposal (RFP) - Enterprise Resource Planning (ERP) Software Solution

326-21: Halisky

That Smoky Lake County proceed with the Request for Proposal (RFP) process, to identify the firm, the product, and the services which can best meet the County's needs within the budget allocated for the purpose of providing the software, project management, installation, data conversion, training, and support necessary for the implementation of an Enterprise Resource Planning (ERP) Software solution to support the County's Administration, Finance, Budget, Human Resources, and Utility Billing; and, advertise the said RFP on the Alberta Purchasing Connection as well as the County's website with an RFP submission deadline of March 31, 2021.

Carried.

Finance Manager's Report

327-21: Orichowski

That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period of December 4, 2020 to January 20, 2021, be accepted for information.

Carried.

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



Reeve's Report

For December 1, 2020 to January 21, 2021

- December 2, 2020 – RMA Member Update viewed virtually in Council Chambers: (All Council)
- Topics discussed included: COVID-19, Municipal Budgeting, Municipal Measurement Index (MMI), Assessment Model Review, Unpaid Taxes from Oil and Gas, RMA Spring Convention, District Meetings, Broadband/Internet Speed Test, and FCM/Federal Update.
- December 2, 2020 – Smoky Lake Community Daycare Cooperative held virtually: (Craig)
- Annual General Meeting held, Melody Morton was acclaimed as Chairperson, Lauren Melnyk as Vice Chairperson, and all other Board Members were Acclaimed.
 - Held budget discussions and noted 42 families registered and 20 part time.
- December 7, 2020 – Regional Community Development Committee held in Chambers/Virtual: (Craig, Lorne & Johnny)
- Received the monthly activities report from the CEDO and roundtable reports from the committee.
 - Approve the 2021 RCDC Budget at \$100,000 and agreed to adjust the municipal funding formula to account for the withdrawal of the Village of Waskatenau from the Committee.
- December 7, 2020 – Municipal planning Commission held in Chambers/Virtual: (all Council)
- Mr. Lorne Halisky was declared elected by acclamation as the Chairperson Mr. Randy Orichowski was acclaimed as the Vice-Chairperson.
 - Approved Development Permit No. 046-20: SE-7-60-15-W4M & NE-6-60-15-W4M for Natural Resource Extraction / Processing Facility (Sand and Gravel), (10.87 Acres +/-), subject to conditions.
- December 8, 2020 – County Agricultural Service Board (ASB) Meeting held in Chambers/Virtually: (All Council)
- Mr. Dan Gawalko was declared elected by acclamation as the Chairperson and Mr. Johnny Cherniwchan was acclaimed as the Vice-Chairperson.
 - Amended Policy Statement No. 62-22-05 Northlands Farm Family Award.
 - Amended Policy Statement No. 62-10-06: Agricultural Service Board Business Plan.
 - Acknowledged the 2020 ASB Grant Reporting Data Overview provided to Alberta Agriculture.
 - Agreed to execute the Operational Funding Agreement with Lakeland Agricultural Research Association (LARA) with a County contribution for Extension Programming funding of 55,000.
 - Recommended Charlie Leskiw & Barba Shapka as the Farm Member for LARA.
 - Received the 2020 Insect Survey Results.
 - Review agreed to support the 2020 Provincial ASB Conference Resolutions.
 - Reviewed information on department activities.

December 8, 2020 – County Environmental Operations Meeting held in Chambers/Virtually: (All Council)

- Mr. Lorne Halisky was declared elected by acclamation as the Chairperson, and Mr. Randy Orichowski was acclaimed as Vice-Chairperson.
- Reviewed information on department activities, Alberta CARE conference and a SWANA Workshop.

December 8, 2020 – County Fire Protective Meeting held in Chambers/Virtually: (All Council)

- Mr. Craig Lukinuk declared elected by acclamation and Mr. Lorne Halisky was acclaimed Vice-Chairperson.
- Approved the Volunteer Firefighter Member and Family Assistance Program (MFAP) coverage.
- Amended Policy Statement No. 02-06-03: Years of Service Program for Volunteer Firefighters.
- Adopted Management Policy Statement No. M 01-44-01: District Fire Chief Job Description.
- Passed Bylaw No. 1388-20: Joint Operations Agreement – Fire Protection Services with Village of Waskatenau and Passed Bylaw No. 1389-20: Joint Operations Agreement – Fire Protection Services with Village of Vilna.

December 8, 2020 – County Natural Gas Meeting held in Chambers/Virtually: (All Council)

- Mr. Lorne Halisky declared elected by acclamation as Chairperson and Mr. Randy Orichowski was acclaimed as the Vice-Chairperson.
- Amended Policy Statement No. 09-18-03: Natural Gas Grain Dryer.
- Reviewed information on department activities.

December 10, 2020 – Regular Council Meeting held in Chambers/Virtual: (All Council)

- Amended Policy Statement No. 01-52-02: Municipal Accountability Program (MAP).
- Passed Bylaw No. 1385-20: Designation of Ferry Crossing as Municipal Historic Area.
- Passed Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation.
- Gave First Reading to Bylaw 1386-20: Land Use Bylaw 1272-14 Amendment for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes, and scheduled a Public Hearing for it.
- Approved to proceed with investigating the feasibility and next steps of pursuing a Nomination of, and Designation as, a Dark Sky Community under the International Dark-Sky Association (IDA).
- Passed Bylaw No. 1387-20: Planning and Development Fees and rescinded Policy Statement No. 61-05-05: Planning and Development Fees.
- Approved to proceed with the Public Participation process for the proposed Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan (IDP).
- Gave First Reading to Bylaw No. 1371-20: Joint Agreement for the Regionalization of the Smoky Lake County Regional Heritage Board (SLCRHB).
- Amended Policy Statement No. 08-19-02: Smoky Lake County Community Learning Council Program – Legal Host Agreement.
- Gave First Reading to Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) Between Smoky Lake County and Thorhild County.
- Agreed to execute the County Dog Shelter agreement with Kountry Kennel c/o Diana Bochar.
- Approved \$2,000 of FCSS funds to The Victoria Trail Agricultural Society.
- Approved to contribute, in the amount of \$12,881 allocated from the Municipal Sustainability Initiative (MSI) Operating funds to the Smoky Lake Curling Association.
- Agreed to execute the Memorandum of Understanding (MOU) with the Highway 28/63 Regional Water Services Commission for the County to supply information, goods, and services.
- Approved \$1,500 from Grants to Individuals and Organizations, to the Smoky Lake School of Dance.

December 11, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Received a draft Phases and Budgets document for 2021-2022 for review and asked for an interim plan on how resources will be used.

December 11, 2020 – Council Budget Meeting held in Chambers/Virtually: (All Council)

- Adopted the 2021 Natural Gas System Budget.
- Reviewed and revised Policy Statement No. 03-18: Five-Year Road Plan.
- Discussed the 2021 – 2025 Five-Year Capital Project Budget and the Total Function Budget for Year

December 16, 2020 - Joint Council Meeting w/Town of Smoky Lake held in Chambers/Virtually:

(All Council)

- Passed Bylaw No. 1390-20: Victoria District Economic Development Strategy Business Plan, which outlines the goals of adding to the visitor economy, increasing the visitor audience from Metis Crossing and other attractions, diversifying the Region's economy, and supporting Municipal sustainability.
- Approved for administration to prepare the necessary documents associated with establishing a Municipally Controlled Corporation.
- Approved to provide financial assistance as part of municipal cooperation, in the amount of \$10,000.00 to the Town of Smoky Lake for the Harvest Gold Drive Road completed project.

December 18, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Identified the need to Educate Councils on the process and structure of a MCC to prepare them for consideration of a resolution agreeing to form an MCC, which would need to be passed by late February 2021 and to have a very clear Communications Plan which breaks down the business plan into chunks with a timeline, costs, etc. as to what is coming down to Council and what will be on other entities.

January 5, 2021 - Joint Council Meeting w/Town of Smoky Lake held in Chambers/Virtually: (All Council)

- Completed the review of the Joint Operation Agreement for the provision of Fire Protection Services Bylaw and confirmed changes to be brought forward as a new Bylaw.
- Adopted the Smoky Lake Fire Department's Operational Budget & Training Budget for 2021.

January 12, 2021 – Council Budget Meeting held in Chambers/Virtually: (All Council)

- Approved the 2021 – 2025 Interim Five-Year Capital Project Budget.
- Approved the Year-2021 Interim Total Function Budget.

January 15, 2021 – Regional Community Development Committee (RCDC) held in Chambers/Virtual: (Craig & Johnny & Lorne)

- Re-Budget discussion due to Waskatenau's withdrawal from RCDC.
- The Economic Development Assistant's contract has ended.
- Held discussion on the economic effects of Covid-19.
- Held discussion about "Unstoppable Conversations" consulting company.

January 19, 2021 – Council Committee of the Whole – Administration held in Chambers/Virtual: (All Council)

- Completed the RMA surveys for Board Governance Review and Facility-Based Continuing Care.
- AHS Facility-Based Continuing Care Survey.
- Discussion on the Trail Twisters trails.

Sincerely,
Craig Lukinuk, Smoky Lake County Reeve

Reeve's Report

328-21: Orichowski

That the Smoky Lake County Reeve's Report received for the period of December 1, 2020 to January 21, 2021, be accepted and filed for information, and posted to the County's website.

Carried.

5. Issues for Information:

Manager's Reports

Smoky Lake Region Intermunicipal Collaboration Committee Meeting

329-21: Orichowski

That Smoky Lake County scheduled a **Smoky Lake Region Intermunicipal Collaboration Committee Meeting** for Monday, **February 22, 2021, at 1:00 p.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Manager's Reports

330-21: Orichowski

That the Smoky Lake County Management Reports received for the

period between December 4, 2020 to January 21, 2021, from Doug Ponich, Public Works Manager; 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, and the Communications and GIS Department, be accepted and filed for information.

Carried.

Training Events – Report to Council

331-21: Gawalko

That Smoky Lake County Council acknowledge receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, received from:

Agricultural Service Board:

- Association of Alberta Agricultural Fieldman, In Service Training, attended by the Agricultural Fieldman and Assistant Agricultural Fieldman.

Carried.

Committee Task Forces and Boards: Reports

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)

- No Report.

Corridor Communications Inc. (CCI) Wireless

- No Report.

Doctor Recruitment and Retention

332-21: Lukinuk

That Smoky Lake County Council who can attend – attend the Doctor Recruitment and Retention Meeting scheduled for Thursday, February 18, 2021 at 5:00 p.m., to be held virtually through the Committee's managing partner: Town of Smoky Lake.

Carried.

Evergreen Regional Waste Management Services Commission

- Meeting held on January 27, 2021 and addressed in Councillor Orichowski's written report:
 - Mileage per diem reimbursed to Evergreen employees was increased. This was preferred over buying a vehicle for the regional site.
 - Richmond Steel is in the area picking up metal from all waste sites.
 - Continue using cardboard for cell cover.
 - Alberta Environment site report was very favorable.
 - E-Can Oilfield Services extended their contract for one more year expiring February 2022. They haul leachate from the regional site.
 - Wild Rose Disposal renewed their contract for another 4 years to haul into Evergreen. They collect waste from the Air Force Base.
 - Next meeting is scheduled for March 11, 2021 at 10:00 a.m.

Family & Community Support Services

- No Report.

Fire and Rescue Liaison Committee

- Smoky Lake – No Report.
- Vilna – No Report.
- Waskatenau – No Report.

Government Liaison Committee

- No Report.

Rural Municipalities of Alberta (RMA) - Board Governance Review Member Survey

- 333-21: Cherniwchan That Smoky Lake County acknowledge Council as a whole has completed and submitted the Rural Municipalities of Alberta (RMA), Board Governance Review Member Survey, on January 19, 2021, as every four years, the RMA undertakes a board governance review to examine and update the association's governance process to ensure alignment with its strategic plan and meet the needs of the RMA membership through a series of questions pertaining to the six primary categories with Smoky Lake County's abbreviated responses as follows:
1. Membership: no need to realign,
 2. Board Structure: no need to restructure,
 3. Board Roles and Responsibilities: should remain as is,
 4. Board Election Processes: District voting should be a stand-alone process by electronic clicker apart from education sessions,
 5. Member Input: the resolution process is effective, Committees should be formed on need and merit, Administration's role should be advisory and voiced through the Elected Officials, RMA is representing the Districts well,
 6. Board Compensation: is adequate.

Carried.

Alberta Health, Facility-Based Continuing Care Review Survey

- 334-21: Orichowski That Smoky Lake County acknowledge Council, as a whole, and as an organization affiliated with facility-based care (via appointments of County Council members to the Smoky Lake Foundation Board), completed and submitted the Alberta Health, Facility-Based Continuing Care Review Survey, on January 19, 2021, prior to the deadline of January 29, 2021, for the purpose of identifying opportunities for enhancing and improving designated supportive living and long-term care in Alberta, with the ultimate goal of improving the lives of continuing care residents and their families, resident care outcomes, the satisfaction and quality of work environment of staff, and the cost effectiveness of facility-based continuing care service delivery.

Carried.

Highway 28/63 Regional Water Services Commission

- Meeting held on January 20, 2021 and addressed in Councillor Orichowski's written report:
 - Discussion on White Fish Lake water project. The reservoir project is anticipated to be fully functional by the end of February 2021.
 - The work on the Reserve is still progressing. Probably won't see full water supply until June.
 - Addressing deficiencies and total completion by PCL anticipated by June 2021.
 - Commission manager dealing with the GOA regarding grant dollar allocation for the project. It's been somewhat frustrating.
 - Currently reviewing the commission policy on how members are notified of water rate changes. Administration of the members will receive written notice of such changes from the commission manager or designate.
 - Passed borrowing Bylaw 007-2021. This was put in place for a one-million-dollar line of credit should the commission need bridge funding until the province fulfills their grant obligations
 - Next meeting is scheduled for February 17, 2021 at 10:00 a.m.

Joint Health and Safety Committee

- Meeting held on December 17, 2020 and January 21, 2021 and address in Councillor Halisky's written report:

- December 17, 2020 & January 21, 2021 – Joint Health and Safety Meeting (virtual): Johnny Cherniwchan and Lorne Halisky
- No employees trained during the reporting period.
- There were three incidents for the period of December 17, 2020 to January 21, 2021:
 - No injuries occurred when a worker cut an arched tree which sprang sideways and swept their feet out from under them, knocking them over with no injuries, this incident was classified as a near miss – recommendation is to be aware of surroundings and potential hazards.
 - A public vehicle pulled off the road too far and went into the ditch when the County unit plowing the road was oncoming, it was determined the County unit was in proper working order and on the correct side of the road; the operator offered to help pull the person’s vehicle out, to which, they declined; this incident was classified as a near miss property damage – recommendation is to not offer any assistance without managerial approval for liability reasons.
 - The County’s Additional Named Insured: Friends of the Vilna Pool Hall Society, had an incident where a member of the public drove into the front of the Pool Hall in Vilna, damaging the front of the building and their vehicle, this incident is not directly a County incident.
- Everyone in the County Administration and Shop areas are still healthy and no one is off because of COVID. However, all employees must follow the Return-to-Work Guidelines.
- The revised Safety Policy Statement No. 06-01-02: Workplace Violence and Harassment Directive was adopted.
- The results of the report prepared by SDI GROUP, of Nisku, Alberta, titled: Mould Sampling and Indoor Air Quality, dated January 4, 2021, in respect to testing the County’s Main Office building and recommending the ventilation system be cleaned and then retest mould samples and indoor air-quality once completed.
- Please continue to drive to the road conditions and report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works who are keeping the roads sanded etc.
- The Joint Health & Safety Committee members must complete the Government of Alberta’s Mandatory Training for Health & Safety Committee Representatives, as required and available online through Alberta Municipal Health and Safety Association (AMSHA).
- Theft in the region continues so please ensure all vehicles/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- The “Documentation Only” Certificate of Recognition (COR) Maintenance, Internal Safety Audit Report prepared by the Safety Officer and submitted on December 31, 2020, to the Alberta Municipal Health and Safety Association, meets scoring requirements to pass with an overall score of 353/465 (76%).
- Keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.
- Addressing icy conditions around shop and office areas because of warmer weather.
- Winter season is upon us so please ensure your vehicles/equipment whether County owned or personal are winter ready and always remove all snow, slush etc. from your windows, lights and mirrors etc.

- If you are working from home, please complete the “Office Ergonomics Course & Online Self-Adjustment Tool” through AMHSA which you can complete for free until March 31, 2021 and help prevent musculoskeletal injuries.
- Mental health remains to be a priority so please make sure you are taking care of both your and others physical and emotional needs.
- If you are working with anyone with known allergies who carries an epi pen, be aware of where it is and how to use it in the event of an emergency. Reminder you must be trained in First Aid to administer an epi pen.
- Ensure that all staff are aware of what Personal Protective Equipment (PPE) they should be utilizing and that it is available and/or issued to them, such as high-visibility wear and hardhats and be diligent in wearing your PPE.
- Next JH&S Meeting is scheduled for Thursday, February 18/21.

Municipal Planning Commission

- Addressed in the Reeve’s Report.

Northeast Alberta Information HUB

- Meeting held on January 25, 2021 and address in Councillor Halisky’s written report:
 - January 25, 2021 – North East Alberta HUB Meeting (virtual): Dan Gawalko and Lorne Halisky
 - Welcome message delivered by Steve Upham including working with COVID-19 requirements.
 - MLA’s were not present.
 - Financial report presented by Joanne Warawa was all in good standing.
 - Motion was made to remove Jennifer Leroux as having signing authority and to add Joanne Warawa to have signing authority.
 - A meeting was held with Minister Schweitzer and Alberta HUB Chair Steve Upham on December 1st regarding the value of REDAs with the result that the Government of Alberta supports the REDAs and their direction etc.
 - North East Alberta HUB will be submitting a letter of support for Business Community Pandemic Restrictions in rural communities to the Government of Alberta and required parties.
 - Virtual Broadband Event – Alberta Rural Connectivity Forum on March 23 & 24, 2021.
 - The current state of Broadband development was discussed with the frustration of the Government of Alberta not giving any direction or assistance so a HUB Connectivity subcommittee will be put in place to try move this initiative forward.
 - Virtual Hemp Webinar on January 27, 2021 for Growing Opportunities in the Alberta Hemp Industry by Alberta HUB/ Innotech Alberta.
 - Bob Bezpalko, North East Alberta HUB Executive Director resigned as of March 31, 2021. Hopefully a new North East Alberta HUB Executive Director will be in place before then.
 - Next North East Alberta Hub Meeting is Monday March 22, 2021.

North East Muni-Corr. Ltd.

- Meeting held on December 14, 2020 and January 11, 2021 and address in Councillor Cherniwchan’s written report:
 - Highway 28/63 RWSC / Cold Lake RUSC / Bonnyville RWSC - Post Construction inspection did not take place before the snow and freeze up and expects it will now take place in the spring.

- Bylaws - Motorized Mobility Aids - Administration presented proposed changes to the Bylaws to deal with motorized mobility aids, access on the paved sections and general cleanup of the existing ones.
- Unauthorized Access By Adjacent Landowners - Director Cherniwchan reported on the site visit with Mr. Trenchuk. At the end of the day, the situation was not resolved. Discussion included:
 - All approaches to adjacent landowners' property should have a signed agreement and proof of liability insurance and, Muni-Corr should register the agreement on the landowners title.
 - If we don't follow through on having Muni-Corr property reclaimed, it is setting precedence.
 - Too late in the season to follow through so we will need to do an assessment in the spring.
 - All three rural municipalities have drones; Muni-Corr should request an ariel survey of the entire ROW.
- Riverland Recreational Trail Society - Marvin Bjornstad, President of Riverland Recreational Trail Society reported they are working with Outer Spatial and will start data inputting in January. RC Strategies Inc. is working on the draft report and will be ready to present to RRTS in January.
- 2021 Meeting Schedule - Administration presented the 2021 meeting schedule.
- 2021 Golf Tournament - Administration presented the golf schedule with Smoky Lake being the host community for 2021. It was noted the August date is in conflict with several of the Municipalities council meetings. It was moved to approve Smoky Lake as the host community and for Administration to bring back an alternate golf tournament date to the next meeting.
- Nova Gas Release & Settlement Agreement - Controller presented the terms of the agreement with the recommendation the Board approve it. It was moved to approve the agreement as presented.
- RMA Insurance - Controller presented the 2021 invoicing and recommended the Board cancel the Legal Expense and Umbrella Liability coverage. It was moved to cancel the two coverages as presented.
- Policy Statements - 2020-03 Function - Event Request Policy. Administration presented the draft function/event request policy. It was moved to approve the policy as presented.
- 2020-08 Encroachment Policy - Administration presented the draft encroachment policy. It was noted siding lands were not included in the policy. It was moved to approve the policy with the addition of siding lands.
- Camping Policy - Administration had sent out an email several weeks past to ask members for feedback on a camping policy and presented some points to consider in developing a camping policy. It was suggested the easiest would be to have through hikers/cyclists and horse and wagon groups get authorization for access to ROW, siding or staging lands for overnight. Administration will bring back a draft policy to the next meeting.
- Feedback: 2020-02 Land Policy - Administration presented the revised Land Policy with the new mapping and acres included. It was moved to approve the 2020-02 Land Policy as presented.

- Feedback 2021-10 Camping Policy - Administration presented the draft Camping Policy. It was moved to approve the 2021-10 Camping Policy as presented.
- 2021 Golf Tournament Date & Meeting Schedule - Administration presented the alternate 2021 golf and meeting date to August 16, 2021. It was moved to approve the revised 2021 Meeting Schedule.
- Reports - Riverland Recreational Trail Society - Marvin Bjornstad. RRTS is working with Outer Spatial and MuniSight. We have a clean set of data to transfer over to the app. We are working on the unique id fields for all assets and will start entering those into the GIS program. We are also registered now in the Management system and can start entering the points of interest. RRTS is moving into a more tech environment with the app, mapping on GIS and more data. We'll be looking at developing some policies around how data should be stored and managed.
- Administration - Marianne Janke - Discussion included the cancellation of the 2021 Edmonton & Sportsman Show. However, they are doing a digital promotion for the month of March which we'll participate in at no cost. RRTS was approved for a \$5,000.00 TCT grant to outfit trail steward kits.
- Letter of Support: Smoky Lake County - It was moved to approve a letter of support for Smoky Lake County in their application for the North Saskatchewan River to the Canadian Heritage River System. Marvin Bjornstad informed the Board he is in the process of collecting historical data on the Carlton Trail including maps and trying to identify the exact route of the trail. He received a lot of information from Smoky Lake County and if there is anyone else the Board members know of that he should talk to, please give him the contact information or have them contact him.
- NEXT MEETING - The next regular Board Meeting for N.E. Muni-Corr Ltd. Is scheduled for Monday, February 8, 2021 at 10:00 am via ZOOM.

Northern Lights Library Board

- Addressed in the Reeve's Report.

Policy Committee

- No Report.

R.C.M.P. Liaison Committee

- No Report.
- Next meeting is scheduled for February 24, 2021.

Regional Community Development Committee (RCDC)

- Addressed in the Reeve's Report.

Regional Community Development Committee (RCDC) – 2020 Action List Summary

335-21: Halisky

That Smoky Lake County acknowledge receipt of the Regional Community Development Committee (RCDC) Year-2020 Action List Summary which documents the activities and accomplishments of the RCDC.

Carried.

Regional Emergency Management Advisory Committee

- No Report.

Risk-Pro Control Management Committee

- Added Named Insured Minutes:
- Waskatenau Pryveet Dance Club – December 2, 2020.

Smoky Lake Community Daycare Co-operative Committee

- Addressed in the Reeve's Report.

Smoky Lake Community Daycare Co-operative Committee

336-21: Orichowski

That Smoky Lake County Council acknowledge the funds provided in Year-2019 to the Smoky Lake Community Daycare Co-operative for facility renovations, in the amount of \$2,500.00, was not expended by the Daycare due to Aspen View Public Schools completing the renovations at no cost to the Daycare, and approve for the said funds to be reallocated by the Daycare to a separate account for future use; and request the Daycare notify the County as to what the said funds *will* be used for; in response to the letter from Melody Morton, Chair of the Smoky Lake Community Daycare Co-operative Committee, dated January 14, 2021.

Carried.

Smoky Lake Foundation

- Next meeting is scheduled for February 12, 2021.

Smoky Lake Region Fire and Rescue Committee

- Next regular meeting is scheduled for February 24, 2021 at 1:00 p.m.

Smoky Lake Heritage Board

- Minutes included this agenda package:
 - July 28, 2020.
 - October 28, 2020.

Joint Municipalities Meeting

- Address in the Reeve's Report.

Smoky Lake Agricultural Society

- Addressed in Councillor Halisky's Report
- December 10, 2020 – Smoky Lake Agricultural Society Meeting (virtual):
- Smoky Lake Agricultural Society President, Vice President, Secretary, Treasurer, Directors and Accounting Firm will stay the same for 2021.
- New keys for facility doors will be distributed to limited individuals with signing in the key management system.
- Security cameras are still being looked into in conjunction with the security system.
- 2020 Financial Statement was presented by NCUBE & LANDRY LLP with less revenue made due to COVID-19, however all is in good standing.
- ATB will continue to be the Financial Institute.
- Repainting the dressing rooms will be done presently due to low and no usage.
- Ice plant is working okay however the ice maybe be removed due to low to no usage during the COVID-19 restrictions. Regular users such as Hockey teams are not starting anytime soon causing the costs to outweigh the revenue.
- A Bingo schedule will be developed for 2021.
- Looking into online raffles.
- CFEP Grant was discussed and are still waiting for government approval.
- Looking at taking the ice out \$8,000 every month to maintain it.
- Next Smoky Lake Agricultural Society Meeting is to be determined.

Intermunicipal Collaboration Committee (ICC)

- Address in the Reeve's Report.
- Next Meeting is scheduled for February 22, 2021.

Citizens-on-Patrol (C.O.P.) Association

- Next Vilna/ Bellis Citizens on Patrol – C.O.P. Meeting date is to be determined.

Ukrainian Twinning Committee

- Minutes included this agenda package:
- November 16, 2020.
- Next Meeting is scheduled for February 10, 2021.

Committee Task Force and Board Reports

337-21: Halisky That Smoky Lake County's Committee Task Force and Board Reports presented by Councillors as of January 28, 2021, be accepted for information.

Carried.

6. Correspondence:

City of Cold Lake - Government of Canada's "COVID-19 Alert" mobile application

338-21: Gawalko That Smoky Lake County acknowledge receipt of the correspondence received from Craig Copeland, Mayor, City of Cold Lake, dated December 3, 2020, urging the Government of Alberta to enable access for Albertans to utilize the Government of Canada's "COVID-19 Alert" mobile application.

Carried.

Victoria Home Guard Historical Society

339-21: Halisky That the newsletter received by Smoky Lake County from the Victoria Home Guard Historical Society, titled: Victoria Mission No. 60 – November 2020, be filed for information.

Carried.

Xplornet Communications Inc. - Universal Broadband Fund Application

340-21: Orichowski That Smoky Lake County provide a letter of support to Xplornet Communications Inc. for their submission to the Innovation, Science and Economic Development (ISED) Canada's Universal Broadband Fund, for Xplornet's project of improving connectivity and high-speed internet in rural Alberta, in response to the January 28, 2021 delegation: Graham Fleet, Senior Manager of Government and Public Affairs, Xplornet Communications Inc. regarding same.

Carried.

Municipal Governance During the COVID-19 Pandemic

341-21: Cherniwchan That Smoky Lake County acknowledge receipt of the Government of Alberta publications titled: Municipal Governance During the COVID-19 Pandemic Frequently Asked Questions, dated December 11 and 18, 2020, including information on the 2021 Municipal Elections.

Carried.

Alberta Council on Aging - Living Strong Program

342-21: Halisky That Smoky Lake County promote on social media, the Alberta Council on Aging, new program entitled: “Living Strong Program”, a program for older adults, which encourages participants to explore various components of wellbeing: physical, mental, environment, spiritual, and to get their paperwork in order, as per the correspondence received from Maureen Bracke, Wellbeing Coach, Living Strong Program Lead, Alberta Council on Aging, dated December 22, 2020.

Carried.

Federation of Canadian Municipalities (FCM) - Membership

343-21: Orichowski That Smoky Lake County **defer** the Federation of Canadian Municipalities (FCM) membership for Year 2021-2022 in the amount of \$730.08 as per invoice number INV-26340-L6Y9CO, dated October 27, 2020, due on April 1, 2021, and extend an invitation to Steve Upham, Reeve for the County of St. Paul and previous FCM Committee Member appointed by the Rural Municipalities of Alberta (RMA) to be a delegation at a Council meeting.

Carried.

Reynolds, Mirth, Richards and Farmer LLP

344-21: Halisky That Smoky Lake County Council and relevant administration who can attend – attend the Reynolds, Mirth, Richards and Farmer LLP 36th Annual Law Seminar, scheduled virtually for February 4-5, 2021, to be viewed from County Council Chambers.

Carried.

Paramount Resources Ltd. - Surrender Notice of Surface Rights

345-21: Gawalko That Smoky Lake County acknowledge receipt of the correspondence received from Lindsay Skoreyko, Senior Surface Land Administrator, Paramount Resources Ltd., dated December 18, 2020, in regard to Surrender Notice of Surface Rights as per the Alberta Energy Regulator Reclamation Certificate No. 1692973 issued February 12, 2020, on the lands legally described as N3-63-17-W4M.

Carried.

Danny and Kathy Bittner - Landowners

346-21: Halisky That Smoky Lake County Council allow Mr. Bittner to clear a 5.0-metre-wide path within the undeveloped road allowance adjacent to and commencing at the northern property line of their lands legally described as NE-31-60-15-W4, in a northerly direction, for the purpose of erecting a fence within the boundaries and along the northern property line of their said land, and with all cleared trees piled on their land.

Carried.

“Thank You” Correspondence

There was no “Thank You” correspondence received for the Months of December 2020 and January 2021.

Information Releases

347-21: Cherniwchan

That following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-01: Regular County Council Meeting: Issues for Information and Information Releases, for the month of December 2020 and January 2021, be **(F) filed for information or (A) acknowledged receipt:**

- R77-20 - RMA: Contact Newsletter: December 4, 2020. F
- R78-20 - Municipal Planning Services, dated December 2020 - Re: Smoky Lake County and Smoky Lake Heritage Board being chosen as a recipient for a Planning Award involving Victoria District Area Structure Plan/ Holiday wishes and update on how MPS is functioning during Covid-19. F
- R79-20 - RMA: Contact Newsletter: December 11, 2020. F
- R80-20 Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) - Kevin Grumetza, Reeve, Thorhild County, dated November 27, 2020/ David Diduck, Reeve, Lamont County, dated November 30, 2020/ Steve Upham, Reeve, County of St. Paul, dated December 9, 2020/ Elisa Brosseau, Chair, Alberta Bilingual Municipalities of Alberta, dated December 13, 2020/ Etienne Alary, General Director, Conseil de Development Economique de l'Alberta, dated December 10, 2020 . A
- R81-20 - RMA: Presidents Update–December 2020. F
- R82-20 - RMA: Contact Newsletter: December 17, 2020. F
- R01-21 - Gene Hrabec, Chairman, RMA District 5, dated December 23, 2020 - Re: Message concerning District 5 meetings. A
- R02-21 - RMA: Contact Newsletter: January 8, 2021. F
- R03-21 - Ukrainian Canadian Congress, dated January 6, 2021 - Re: E-Bulletin. F
- R04-21 - Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) - Megan Andre, P.Ag., Executive Director, Agroforestry and Woodlot Extension Society, dated December 23, 2020/ Kellie Nichiporik, Environmental Program Manager, Lakeland Agricultural Research Association, dated December 16, 2020/ Mark Lund, President, Ceyana Canoe Club, dated December 18, 2020/ Marianne Janke, General Manager, Alberta's Lakeland Destination Market Organization, dated December 22, 2020/ Dwayne Yaremkevich, President, North East Muni-Corr Ltd, dated December 22, 2020/ Marvin Bjornstad, President, Riverland Recreational Trail Society, dated December 22, 2020/ Sally Dary, Chief Administrative Officer, County of Two Hills, dated December 16, 2020/ Leo Chapdelaine, Mayor, Village of Vilna, dated December 17, 2020/ Matthew Ferris, Manager of Planning and Development, Lac Ste. Anne County, dated January 9, 2021/ Nancy Broadbent, President and Chief Executive Officer, Portage College, dated January 4, 2021/ Casey Caron, Mayor, Village of Waskatenau, dated December 21, 2020/ Rod Hawken, Chief Administrative Officer, County of Wetaskiwin No. 10, dated January 7, 2021/Gale Katchur, Mayor, City of Fort Saskatchewan, dated January 13, 2021/ Jim Kallal, Reeve, Beaver County, dated January 11, 2021/ Jim Eglinski, Mayor, Yellowhead County, dated January 12, 2021/ Cindy Trautman, Reeve, Camrose County, dated January 13, 2021/ Lonnie Wogein, Reeve, County of Vermilion River, dated December 16, 2020/ Greg Sawchuk, Reeve, MD of Bonnyville No.87, dated January 20, 2021. A
- R05-21 - RMA: Contact Newsletter: January 15, 2021. F
- R06-21 - Alberta Counsel News, dated January 14, 2021 - Re: Al Kemmere joins Alberta Counsel. F
- R07-21 - Kevin D. Kisilevich, Tourism and Marketing Development, Go East of Edmonton, dated January 13, 2021– Re: Year in Review and January 2021 Update. F
- R08-21 - RMA: Contact Newsletter: January 22, 2021. F

Carried.

10. Bills & Accounts:

348-21: Orichowski

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

County Council Meeting: January 28, 2021

Batch #	Cheque Numbers	Total of Batch
52390	50635 to 50650	\$62,912.55
52478	50651 to 50672	\$117,662.65
52547	50673 to 50716	\$386,836.98
52578	50717 to 50745	\$120,057.65
52586	50746 to 50750	\$150,581.65
52640	50751 to 50773	\$383,456.07
52694	50774 to 50775	\$18,880.43
52784	50776 to 50795	\$20,300.93
52865	50796 to 50833	\$770,542.83
52872	50834 to 50860	\$70,208.56

Total Cheques from 50635 to 50860 \$2,101,440.30

Direct Debit Register

Batch #	Description	Total of Batch
52396	Smoky Lake County	\$367,991.04
52579	My HSA	\$833.45
52581	My HSA	\$480.25
52582	My HSA	\$55.25
52583	Vision XS Limited	\$5,000.00
52584	My HSA	\$375.68
52589	My HSA	\$121.50
52683	My HSA	\$635.38
52939	Smoky Lake County	\$340,343.28

Total Direct Debits \$715,835.83

Grand Total Bills and Accounts \$2,817,276.13
(Note: From General Account)

Carried.

County Council Meeting

349-21: Orichowski

The next Smoky Lake **County Council Meeting** is scheduled for **Thursday, February 25, 2021, at 9:00 a.m., and Thursday, March 25, 2021 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

ADJOURNMENT:

350-21: Lukinuk

That the Smoky Lake County Council Meeting of January 28, 2021, be adjourned, time 4:30 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **Special County Council Meeting** held on Tuesday, **February 16, 2021** at 9:05 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Tuesday, Feb. 16, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Interim CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan & Dev Manager	Jordan Ruegg	Virtually Present
Plan & Dev Assistant	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present

No Members of the Public were present.
No Members of the Media were present.

WAIVER NOTICE

County Councillors signed a "Waiver Notice" as per accompanying attendance sheet, and displayed below:

SMOKY LAKE COUNTY

WAIVER NOTICE of a Special Meeting of the County Council
of the Smoky Lake County called under authority of
Section 194 of the Municipal Government Act

.....
We, the undersigned members of the County Council of Smoky Lake County, hereby Waive Notice of a Special Meeting of the County Council to be held virtually through Zoom:

<https://us2.zoom.us/j/56116988971?pwd=ZjZkd09lZWlnb2pYUkdldz09>
Meeting ID: 868 1698 8971 Password: 589342

And in Smoky Lake County Council Chambers on Tuesday, February 16, 2021, commencing at 9:00 A.M., to hold a Regular County Meeting for the purpose of discussing and acting on:

1. Emergency Lane Req: Bridge File No. BF09915 - Range Road 164 crossing White Earth Creek, South of Township Road 995A, North of Highway 28.
2. Consideration for a Temporary Road Closure - Range Road 172, South of Township Road 600 (NE-34-59-17-W4M, NW-35-59-17-W4M).

COUNCILLOR:	SIGNATURE	DATE
Dan Gawalko		February 16, 2021
Johnny Cherniwchan		February 16, 2021
Craig Lukinuk		February 16, 2021
Lorne Halisky		February 16, 2021
Randy Orichowski		February 16, 2021

Agenda:

Agenda: As per Waiver Notice

351-21: Cherniwchan That the Smoky Lake County Agenda as listed on the “Waiver Notice” for Tuesday, February 16, 2021, Special Council Meeting be adopted as presented for the purpose of discussing and acting on:

1. Emergent Issue Re: Bridge File No. BF09915 – Range Road 164 crossing White Earth Creek South of Township Road 595A, North of Highway 28.
2. Consideration for a Temporary Road Closure - Range Road 172, South of Township Road 600 (NE-34-59-17-W4M, NW-35-59-17-W4M).

Carried Unanimously.

Minutes:

No Minutes.

Request for Decision:

Bridge File No. BF09915 – Rge Rd 164 crossing White Earth Creek S. of Twp Rd 595A

352-21: Orichowski That Smoky Lake County Council approve action taken by the Chief Administrative Officer in temporarily closing a portion of Range Road 164 which crosses White Earth Creek South of Township Road 595A, North of Highway 28, due to an unforeseeable situation of urgency and to commence the emergent necessary repair and construction of the bridge identified as Bridge File: BF 09915, in response to the email received from Sara Wadlow, P.Eng. Manager – Transportation Structures, Associated Engineering, dated February 14, 2021, regarding same.

Carried.

Bridge File No. BF09915 – Rge Rd 164 crossing White Earth Creek S. of Twp Rd 595A

353-21: Cherniwchan That Smoky Lake County write a letter to Michael Botros, Regional Director, Alberta Transportation North Central Region, requesting financial assistance of Strategic Transportation Infrastructure Program (STIP) funding for the unforeseen, urgent and necessary repair and construction of the bridge identified as Bridge File No. BF09915, located on Range Road 164 crossing White Earth Creek South of Township Road 595A, North of Highway 28; and carbon copy the local Member of the Legislative Assembly (MLA).

Carried.

Bridge File No. BF09915 – Rge Rd 164 crossing White Earth Creek S. of Twp Rd 595A

354-21: Halisky That Smoky Lake County Council approve for Associated Engineering Ltd. to prepare a revised Bridge Priority Plan for the purpose of amending the existing Strategic Transportation Infrastructure Program (STIP) funding should the request for funding as per the February 16, 2021, Council Motion #353-21, be rejected by the Province for the emergent repairs of the bridge identified as Bridge File No. BF09915, located on Range Road 164 crossing White Earth Creek South of Township Road 595A, North of Highway 28.

Carried.

Temporary Road Closure - Range Road 172, South of Township Road 600

355-21: Halisky

That Smoky Lake County temporarily close the portion of Range Road 172 (approximately ½ mile +/-), commencing at the intersection at Township Road 600 and running southwards, and to ensure public safety, place signage at and near the closure location, in response to the letter received from Lorraine Sorokan, Yvonne Moore and Audrey Trenchuk, dated February 4, 2021, requesting the temporary road closure for the purpose of preventing trespassers from accessing the lands legally described as NE-34-59-17-W4M & NW-35-59-17-W4M, via the dead-end road allowance, until March 31, 2021.

Carried.

One member of the Public virtually joined the meeting, time 9:28 a.m.

ADJOURNMENT:

356-21: Lukinuk

That the Smoky Lake County Special Council meeting of February 16, 2021, be adjourned, time 9:28 a.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION		DATE	February 25, 2021	4.1
TOPIC	Bylaw No. 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan			
PROPOSAL	For Smoky Lake County Council to give Bylaw 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan First Reading.			
BACKGROUND	<p><u>August 27, 2019 – Smoky Lake County & Lamont County Intermunicipal Collaboration Framework and Intermunicipal Development Plan Preliminary Meeting</u></p> <ul style="list-style-type: none"> • A meeting was held to discuss the requirements of Intermunicipal Collaboration Frameworks (ICFs) & Intermunicipal Development Plans (IDPs), as well as the ICF/IDP project objectives • Specifically, the following requirements pertaining to IDPs were discussed: <ul style="list-style-type: none"> ○ MGA requirements; ○ Land use planning; ○ Economic development; and ○ Transportation. • Specifically, the following objectives were identified for the IDP project: <ul style="list-style-type: none"> ○ Identification of the Plan's boundaries; ○ Identification of the preferred future land uses within the Plan boundary; ○ Identification of opportunities and constraints to long-range growth within the Plan boundary; and ○ Provide policies that guide land use and economic development that benefits both municipalities. <p><u>November 18, 2019 – Cost Estimate Received from Municipal Planning Services (MPS)</u></p> <ul style="list-style-type: none"> • Smoky Lake County received a cost estimate from Municipal Planning Services for consulting services related to the drafting of an Intermunicipal Development Plan and Intermunicipal Collaboration Framework between Smoky Lake and Lamont Counties © Attachment 1 <p><u>February 20, 2020 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion 519-20: <i>“That Smoky Lake County Council utilize the extension granted by the Minister of Municipal Affairs under the Ministerial Order No. MSL:047/18, to April 1, 2021, for the development of an Intermunicipal Development Plan with Lamont County, and that notice shall be sent to Lamont County, informing them of Smoky Lake County’s motion, and requesting that Lamont County pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs.”</i> © Attachment 2 <p><u>September 17, 2020 – Smoky Lake County & Lamont County Intermunicipal Development Plan Steering Committee Meeting</u></p> <ul style="list-style-type: none"> • A meeting was held on September 17, 2020, to review the draft IDP that was prepared by MPS. • Following the meeting, the Planning and Development Department provided feedback to MPS on issues that Smoky Lake County would like to see address through the IDP. © Attachment 3 <p><u>December 10, 2020 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion 216-20: <i>“That Smoky Lake County proceed with Public Participation process in accordance with Policy Statement No. 01-51-01, for the proposed Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan (IDP), and determine a date, in early 2021, for the public to virtually participate due to the ongoing COVID-19 pandemic; and advertised the Public Notice in regard to same, accordingly in the Smoky Lake Signal and the Review newspapers for two consecutive weeks, as well as on the County’s website, social media and at the County office.</i> 			

	<ul style="list-style-type: none"> MPS has prepared a revised draft IDP to reflect the comments provided by Smoky Lake County and Lamont County ahead of the public participation to be held on February 3, 2021. <p><u>January 28, 2021 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> Motion 314-21: <i>“That Smoky Lake County Bylaw No. 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan, for the purpose of adopting the said plan, be given FIRST READING; and schedule a Public Hearing for Thursday, February 25, 2021, at 9:15 a.m., and advertise said Public Hearing in the local newspapers for two consecutive weeks, in accordance with section 230 and section 606 of the Municipal Government Act, and advertise said Public Hearing on the County’s website, social media platforms and at the County office.”</i> <p><u>February 3, 2021 – Public Participation Session</u></p> <ul style="list-style-type: none"> A public participation session was held to obtain public input into the proposed Bylaw. A summary of the public comments received is attached for reference. © Attachment 4 <p><u>February 12, 2021 – Intermunicipal Collaboration Committee Meeting</u></p> <ul style="list-style-type: none"> A meeting of the ICC was held on February 12, 2021 to review the “What We Heard” document that was the product of the February 3, 2021 public participation session. <p><u>February 25, 2021 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> A Public Hearing was held on the proposed Bylaw, providing an opportunity for the public to share its views regarding the Bylaw, prior to Council considering giving said Bylaw further readings. Following feedback received after First Reading of the proposed Bylaw, an amending motion has been drafted to make changes to the proposed Bylaw. © Attachment 5 Bylaw 1383-20 is attached for reference. © Attachment 6
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CORRELATION TO BUSINESS (STRATEGIC) PLAN

- Nil.

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><u>Municipal Government Act</u></p> <p style="text-align: center;">Division 4 Statutory Plans Intermunicipal Development Plans</p> <p>Intermunicipal Development Plans</p> <p>631(1) Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.</p> <p>(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).</p> <p>(3) The Minister may, by order, exempt one or more councils from the requirement to adopt an intermunicipal development plan, and the order may contain any terms and conditions that the Minister considers necessary.</p> <p>(4) Municipalities that are required under subsection (1) to adopt an intermunicipal development plan must have an intermunicipal development plan providing for all of the matters referred to in subsection (8) in place by April 1, 2020.</p> <p>(5) If 2 or more councils that are required to adopt an intermunicipal development plan under subsection (1) do not have an intermunicipal</p>
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development plan in place by April 1, 2020 because they have been unable to agree on a plan, they must immediately notify the Minister and the Minister must, by order, refer the matter to the Municipal Government Board for its recommendations in accordance with Part 12.

(6) Where the Minister refers a matter to the Municipal Government Board under this section, Part 12 applies as if the matter had been referred to the Board under section 514(2).

(7) Two or more councils of municipalities that are not otherwise required to adopt an intermunicipal development plan under subsection (1) may, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

(8) An intermunicipal development plan

(a) must address

(i) the future land use within the area,

(ii) the manner of and the proposals for future development in the area,

(iii) the provision of transportation systems for the area, either generally or specifically,

(iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,

(v) environmental matters within the area, either generally or specifically, and

(vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,

and

(b) must include

(i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,

(ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and

(iii) provisions relating to administration of the plan.

(9) Despite subsection (8), to the extent that a matter is dealt with in a framework under Part 17.2, the matter does not need to be included in an intermunicipal development plan.

(10) In creating an intermunicipal development plan, municipalities must negotiate in good faith.

Order for Intermunicipal Development Plan

631.1(1) The Minister may make regulations

(a) repealed 2019 c22 s10(21);

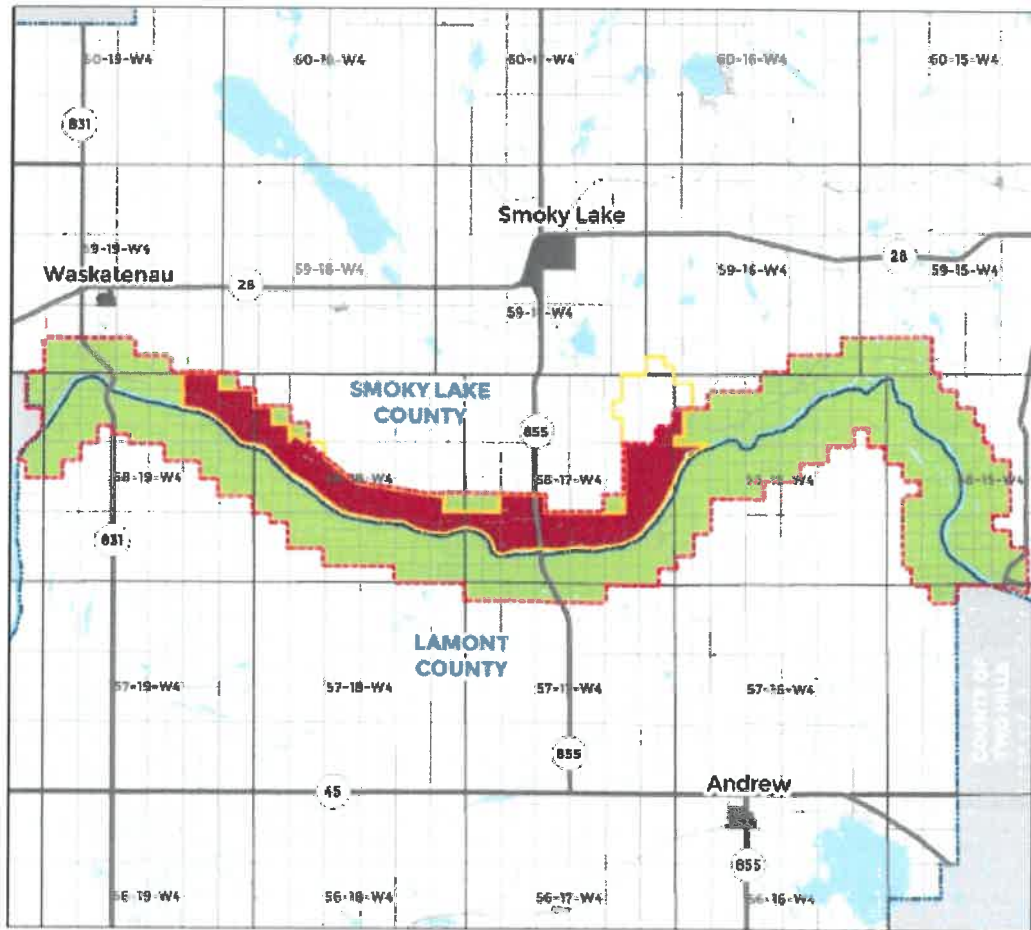
(b) respecting the matters to be included in an intermunicipal development plan.

(c) repealed 2019 c22 s10(21).

(1.1) After considering the recommendations of the Municipal Government Board respecting a matter referred to the Board under section 631(5), the Minister may, by order, require 2 or more municipal authorities to establish an

	<p>intermunicipal development plan in accordance with the order by a date specified in the order.</p> <p>(1.2) If the municipal authorities to whom an order under subsection (1.1) applies do not comply with the order, the Minister may make a further order establishing an intermunicipal development plan that is binding on the municipal authorities.</p> <p>(2) Repealed 2019 c22 s10(21).</p>
BENEFITS	<p>County will be able to:</p> <ul style="list-style-type: none"> • Improve regional collaboration in the areas of intermunicipal growth, land use, infrastructure, tourism, recreation, heritage, social and emergency services planning and joint service provision. • Develop a service delivery tool to determine the viability of regional service delivery. • Increase overall community and economic development capacity building. • Improve regional fiscal and financial sustainability.
DISADVANTAGES	<ul style="list-style-type: none"> • Individual goals of the County may be compromised by collaborative goals with the Lamont County. • Collaborative goals may require Smoky Lake County to participate in projects/agreements that are not supported by County ratepayers.
ALTERNATIVES	<ul style="list-style-type: none"> • Nil. (IDPs are statutorily mandated)
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT /IMPLICATIONS	The Council of Lamont County must also pass an identical version of the Bylaw for it to come into effect.
COMMUNICATION STRATEGY	Bylaw 1383-20 will be published on the County's website (www.smokylakecounty.ab.ca) and be made available for public inspection at the County office.
RECOMMENDATION	
<p>1. That Smoky Lake County Council adopt an amending motion to proposed Bylaw 1383-20, consisting of the following changes:</p> <p>A. That Section 3.2 – Environment and Watershed Management of the bylaw be amended to revise Policy 3.2.5 to replace the word “shall” with “may.” Policy now reads: Policy 3.2.5: “Development on lands identified as Environmentally Significant Areas (ESAs) by the Province of Alberta may be required to include as an application requirement, an Environmental Impact Assessment or Biophysical Assessment which provides sufficient information to ensure that important ecological features on the site are maintained and protected, as outlined in the respective County MDP.”</p> <p>B. That Section 3.5 – Natural Resources of the bylaw be amended to include the following as Policy 3.5.4: Policy 3.5.4: “The Counties shall work with oil and gas infrastructure development proponents to maintain the integrity of existing pipeline corridors within the Plan Area.”</p> <p>C. That Section 4.2 – Culture and Tourism Area of the bylaw be amended to remove Policy 4.2.3, and renumber subsequent policies accordingly. The deleted policy previously stated: Policy 4.2.3: “Confined feeding operations shall not be allowed within the Culture and Tourism Area in order to minimize negative impacts on adjacent properties and the water quality of the North Saskatchewan River.”</p> <p>D. That Section 4.2 – Culture and Tourism Area of the bylaw be amended to include the following new policies as Policies 4.2.3 and 4.2.4: Policy 4.2.3: “Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.” Policy 4.2.4: “Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.”</p> <p>E. That Section 7 – Maps of the bylaw be amended to remove and replace Maps 7.3 – Future Land Use with the map attached to this motion as Schedule A.</p>	

Schedule A



Smoky Lake County & Lamont County

INTERMUNICIPAL DEVELOPMENT PLAN



7.3 FUTURE LAND USE

- Intermunicipal Development Plan Area
- Agriculture and Rural Development Area
- Culture and Tourism Area
- Victoria District Area Structure Plan
- Urban Municipality

Digital Information
Geographic: Geodacover, Axtal
Projection: UTM NAD 83 12N

F. That the Table of Contents of the bylaw be updated to reflect the amendments proposed herein.

2. That Bylaw 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan, for the purpose of adopting an Intermunicipal Development Plan between Smoky Lake County and Lamont County, be given SECOND READING.

AND

3. That Bylaw 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan, for the purpose of adopting an Intermunicipal Development Plan between Smoky Lake County and Lamont County, be given THIRD and FINAL READING, and that the Reeve and the Chief Administrative Officer are hereby authorized to affix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed necessary.

CHIEF ADMINISTRATIVE OFFICER

[Handwritten signature] for CAO

INTERMUNICIPAL COLLABORATION FRAMEWORK & INTERMUNICIPAL DEVELOPMENT PLAN COST ESTIMATE

18 NOVEMBER 2019 | SMOKY LAKE COUNTY & LAMONT COUNTY

It is the intent of Municipal Planning Services to enter into a formal agreement with Smoky Lake County and Lamont County based on the services described within this cost estimate.



Jane Dauphinee RPP, MCIP
Principal + Senior Planner



THE PROJECT

Municipal Planning Services (2009) Ltd. (MPS) is pleased to prepare a cost estimate to prepare an Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) for Smoky Lake County and Lamont County.

This cost estimate is intended to provide each County's Council and Administration with the understanding of costs associated with completing this project, and our firm's estimation of resources needed to bring this project to a successful conclusion.

Should you wish to receive a full proposal from MPS for this project (describing project details such as our proposed methodology, approach, and work plan), we would be happy to provide you with this information.

THE WORK PLAN

This cost estimate is provided by MPS; our team will provide support to Administration and Council in gathering and analysing data, developing policies and regulations, and undertaking consultation with residents, agencies, and stakeholders as required.

This project cost estimate is based on a work plan that was developed specifically to:

- Meet and exceed provincial requirements for public consultation, notification, and participation;
- Ensure compliance with the Municipal Government Act and the Alberta Land Stewardship Act (both as amended);
- Ensure consistency with other the statutory plans and bylaws of the two Counties;
- Provide opportunities for thorough review of the ICF and IDP by municipal Administration, Council, and the Steering Committee during every phase of the project; and
- To ensure that readily available environmental, social, spatial, agreements, and demographic information provides a basis for policies and regulations.

The work plan is based on the following three phase approach:

Phase 1 – Issue Identification

- Start-up **meeting** with the project Steering Committee (e.g. members of Councils, Administrations, and MPS)
- Research and review of existing municipal policies and bylaws, agreements, and other background information
- Sharing background information findings with the project steering Committee

Phase 2 – Draft ICF and IDP

- Public Notification of the project and solicitation of ideas and focused feedback for inclusion in the IDP
- Preparation of draft ICF and IDP documents by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS
- Public **Open House** to present the Draft IDP and gather feedback
- Review **meeting** to discuss Open House feedback with the Steering Committee; revision by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS

Phase 3 – ICF and IDP Adoption

- Preparation of the finalized ICF and IDP by MPS as guided by the project Steering Committee
- 1st Reading of the IDP by County Councils
- **Joint Public Hearing for the IDP** (supported by a project review presentation by MPS)
- 2nd and 3rd Readings of the IDP by County Councils

COST ESTIMATE

	JANE DAUPHINEE	BRAD MACDONALD	ALLISON ROSLAND	KYLE MILLER	DISBURSEMENTS
	PLANNER	PLANNER	PLANNER	PLANNER	
BILLING RATE	\$140.00	\$120.00	\$110.00	\$100.00	
TRAVEL RATE (2/3)	\$93.33	\$80.00	\$73.33	\$66.67	
TRAVEL					
NUMBER OF TRIPS	7	0	4	1	
DURATION (HOURS)	14	0	8	2	
MILEAGE (\$100/TRIP)	\$700.00	\$0.00	\$0.00	\$0.00	\$0
TRAVEL COSTS	\$2,006.67	\$0.00	\$586.67	\$133.33	
			TOTAL TRAVEL COSTS		\$2,726.67
IN PERSON MEETINGS (INCLUDING PUBLIC MEETINGS)					
NUMBER OF MEETINGS	7	0	4	1	
DURATION (HOURS)	21	0	12	3	\$200
MEETING COSTS	\$2,940.00	\$0.00	\$1,320.00	\$300.00	
			TOTAL MEETING COSTS		\$4,760.00
PLANNING					
WRITING/REPORTS (HOURS)	20	30	40	10	
MAPPING/GRAPHICS (HOURS)	0	30	20	0	\$0
MEETING PREPARATION (HOURS)	10	15	15	5	
PLANNING COSTS	\$4,200.00	\$9,000.00	\$8,250.00	\$1,500.00	
			TOTAL PLANNING COSTS		\$22,950.00
			GST:		\$1,521.83
Total Cost Estimate (WITH GST):					\$31,958.50

This cost estimate is based on the following meeting plan:

MEETING #1	Project start-up meeting with project Steering Committee
MEETING #2	Draft ICF and IDP Review Meeting #1 with project Steering Committee
MEETING #3	Draft ICF and IDP Review Meeting #2 with project Steering Committee
MEETING #4	Public Open House for Draft IDP with project Steering Committee
MEETING #5	Open House Feedback Review Meeting with project Steering Committee
MEETING #6	Draft ICF and IDP Review Meeting #3 with project Steering Committee
MEETING #7	Joint Public Hearing for the IDP

This cost estimate also includes review meetings via phone/email with each County's Administration to review project findings, focused portions of the draft ICF and IDP, and to seek guidance on updated policies and regulations. MPS staff will remain in regular phone/email contact with each County's Administration to ensure that their respective Councils are informed of the project's status.

In order to maximize project resources, this cost estimate assumes that each County's Administration will assist MPS by calling all meetings of Council, organize the logistics of public meetings (e.g. venue booking, refreshments, etc.), and circulate all public meeting advertisements (MPS will provide content for the advertisements).

Smoky Lake County and Lamont County will make available to MPS all mapping information, statutory plans, bylaws, policies, reports, studies, agreements, and information relevant to the preparation of the ICF and IDP documents.

Should additional meetings (including public meetings) or project tasks be directed by the Counties, MPS reserves the right to bill for those meetings/tasks, in addition to the project cost estimates.

It is assumed that all meetings will be hosted at the Smoky Lake County or Lamont County offices.

Additional work or meetings will not be undertaken by MPS without written consent from both Counties.

The project cost estimate has been developed in accordance with the above described work plan that seeks to maximize available project resources. MPS is confident that this project can be undertaken and completed within the stated cost estimate.

CLOSURE

Thank you for the opportunity to prepare this cost estimate for Smoky Lake County and Lamont County. Should you require additional information, want to discuss elements of this cost estimate, wish to receive a detailed proposal for the described services please feel free to contact our office at any time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Dauphinee', enclosed within a large, loopy, oval-shaped scribble.

JANE DAUPHINEE, RPP, MCIP

Principal + Senior Planner

Phone: 780-486-1991

Email: j.dauphinee@munplan.ab.ca



Smoky Lake County

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

Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokytakecounty.ab.ca

Lamont County
Attn: Alan Grayston
5303 – 50th Avenue
Lamont, AB T0B 2R0

February 21, 2020

Sent Via: E-Mail

Re: IDP/ICF Extension, Ministerial Order No. MSL:047/18

Good Afternoon,

Further to Ministerial Order No. MSL:047/18, rural municipalities which share a boundary may extend the deadline to adopt their Inter-Municipal Collaboration Framework (ICF) and Inter-Municipal Development Agreement (IDP) by one year, to April 1, 2021. In such cases, notice must be filed with Municipal Affairs to this effect.

As such, at the February 20, 2020 Meeting of Smoky Lake County Council, Motion ~~529~~⁵³⁰-20 was adopted:

That Smoky Lake County Council utilize the extension granted by the Minister of Municipal Affairs under Ministerial Order No. MSL:047/18, to April 1, 2021, for the development of an Intermunicipal Collaboration Framework with Lamont County, and that notice shall be sent to Lamont County, informing them of Smoky Lake County's motion, and requesting that Lamont County pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs.

We are requesting that Lamont County adopt a similar resolution, so that this may be communicated to Municipal Affairs, as we continue to work diligently towards completion of both an ICF and IDP between Smoky Lake County and Lamont County.

Please do not hesitate to contact us should you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read "Kyle Schote", written over a light blue horizontal line.

Kyle Schote
Planning, Development, & Heritage Assistant
Smoky Lake County

4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: kschole@smokylakecounty.ab.ca
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w: <http://www.smokylakecounty.ab.ca/>

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cc: Municipal Planning Services (MPS)

Encl: Ministerial Order No. MSL:047/18
Bill 25 Summary of Changes to ICFs and IDPs

Kyle Schole

From: Kyle Schole
Sent: September 24, 2020 8:34 AM
To: Jane Dauphinee; k.miller@munplan.ab.ca; Allison Rosland; MPS Admin
Cc: Jordan Ruegg; Patti Priest; lydia.cielin; clukinuk@smokylakecounty.ab.ca; Johnny Cherniwchan
Subject: Lamont County - Smoky Lake County IDP Summary Follow-up

Jane, et. all,

Thanks again for leading the discussion last week. We thought it was a deeply positive session, and you MPS folks have done some fantastic work on this file so far!

Further to the discussion, here is some material/notes for your integration:

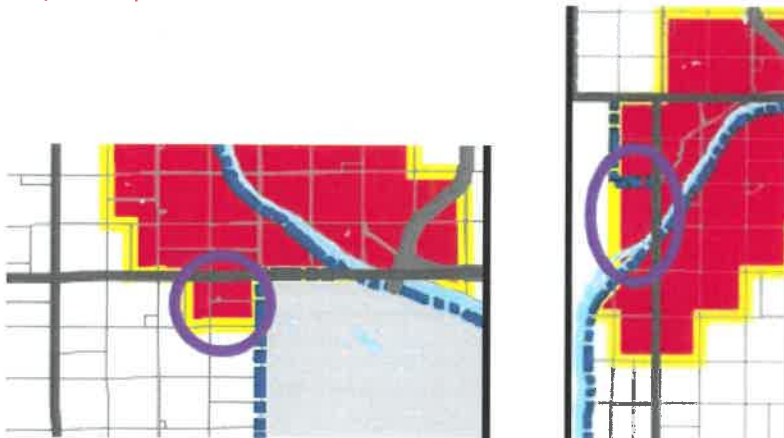
- **1. Introduction**

o **1.1 Purpose of the Plan**

- The first sentence of the second paragraph does not make sense. Should read "The Counties acknowledge that all municipalities party to this IDP are equal and have a right to growth and development."

o **Map 7.2 (pg. 23) Plan Area and Referral Boundaries (this map and all others to be corrected/clarified)**

- o **Highlighted area below falls beyond 1 mile from top of bank/boundary, or outside the municipalities respectively**



o **Map 7.1 (pg. 22) Municipal Boundary (to be corrected)**

- Currently, map shows SLC encompassing Whitefish/Saddle Lake Reserves and Kikino/Buffalo Lake Metis Settlements

o **Map A.1**

- Victoria District ASP policy area extends west of what is currently shown. **(To be corrected!)**

- **2. Plan Area Information**

- **2.1 History & Culture**

- o Additional imagery, ferry crossings, etc. **(enclosure)**
- o Add mention, the National Historic Site Designated by Minister of Canadian Heritage in 2001, on the advice of the National Historic Sites and Monuments Board of Canada, thanks primarily to the Victoria Home Guard Historical Society (VHGHS).

- Add mention, Commemorative Statement of Integrity completed in 2008, describes the Heritage Values of the District
- Add image Victoria District National Historic Site map (enclosure)
- **2.2 Environmental Features**
 - Possibly specify that within the NSR Watershed, the plan area is entirely within the White Earth Sub-watershed (add language & map)
- **2.4 Transportation**
 - Possibly mention the Victoria Trail has been designated a Municipal Historic Area by Smoky Lake County, under Alberta *Historical Resources Act*.
 - Victoria Trail Municipal Historic Area Bylaw 1370-20 (enclosure)
 - Possibly make reference to historic ferry landings
 - Waskatenau, Warspite, Pakan/Victoria
- **2.5 Existing Gravel Activity**
 - SE-36-58-20-4
 - S. Pt. of RL-10-58-17-4 Victoria Settlement
 - SW-10-58-17-4 Victoria Settlement
 - HB-17-58-17-4 Victoria Settlement
 - RL-2-58-17-4 Victoria Settlement
 - NW-30-58-16-4
 - NE-30-58-16-4
 - SE-30-58-16-4
 - SW-29-58-16-4
 - NW-29-58-16-4
 - SE-29-58-16-4
- **3. General Land Use and Development**
 - **3.1 Existing and Planned Development**
 - **Policy 3.1.2**
 - "... which maintain and enhance the character of..."
 - **3.2 Environment and Watershed Management**
 - **Policy 3.2.6**
 - Possibly add language to have regard to *Municipal Guide, Planning for a Healthy and Sustainable North Saskatchewan River Watershed: NSWA* (enclosure)
 - **Policy 3.2.10 (proposed new)**
 - Possibly add an additional policy mentioning willingness for future collaboration for watershed management initiatives
 - **3.3 Historic Sites**
 - Possibly add to have regard to *Standards & Guidelines for the Conservation of Historic Places in Canada*
 - **3.6 Tourism & Recreation**
 - Possibly mention references to Metis Nation of Alberta/Metis Crossing, and Victoria Home Guard Historical Society (VHGHS)
 - Possibly mention willingness to explore future Culture and Tourism Areas in Lamont County
 - **Policy 3.6.3**
 - Possibly add language for water recreation safety
- **5. Cooperation**
 - **5.4 Circulation and Referral**

- Policy 5.4.2
 - Reference to Section 6.4 but this Section does not exist.

- **NOTES:** discussion to extend the Culture and Tourism Area west along Victoria Trail...

The enclosures mentioned above can be accessed [HERE](#). Please let us know if you have any questions! We are very much looking forward to our next session, as well as going to the public for input.

Best Regards,

Kyle Schole
Planning, Development, & Heritage Assistant
Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: kschole@smokylakecounty.ab.ca
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w: <http://www.smokylakecounty.ab.ca/>

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NOTE: The Smoky Lake County municipal office has re-opened with COVID measures in place. The Planning & Development Services Dept. continues to be hard at work, and available during regular business hours including by phone and electronically.

This email is intended only for the use of the party to which it is addressed and for the intended purpose. This email contains information that is privileged, confidential, and/or protected by law and is to be held in strict confidence. If you are not the intended recipient you are hereby notified that any dissemination, copying or distribution of this email or its contents is strictly prohibited. If you have received this message in error, please notify us immediately by replying to the message and deleting it from your computer.

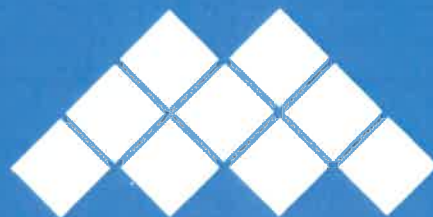
 Studies show trees live longer when they're not cut down.
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**SMOKY LAKE COUNTY & LAMONT COUNTY
INTERMUNICIPAL DEVELOPMENT PLAN**

WHAT WE HEARD

Report to Councils | 19 February 2021



MUNICIPAL PLANNING SERVICES

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OVERVIEW

This report provides a summary of the feedback received regarding the proposed Smoky Lake County & Lamont County Intermunicipal Development Plan (IDP) from residents, stakeholders and agencies.

On February 3, 2021 Municipal Planning Services (MPS) (in collaboration with the Administrations of Smoky Lake County and Lamont County) held an Online Public Open House via Zoom and YouTube. The purpose of the Online Public Open House was to provide local residents (of both municipalities) with information about the IDP project and to gather feedback about proposed plan policies and other content. Written notification of the project was also provided to landowners within the plan area and agencies. Information about the engagement program and comments received is provided in this report.

LANDOWNER NOTIFICATION

MAIL OUT DATE	January 15, 2020
NUMBER OF NOTICES SENT	Smoky Lake County: 184 Lamont County: 130
NOTIFICATION INFORMATION	<ul style="list-style-type: none"> Landowners within the Plan Area were provided with written notice of the project and virtual open house. The mailout included hard copies of the draft IDP. Deadline identified in the notice for comments to be provided was February 12, 2021.

*This report was prepared in advance of the closing date for comments and will be revised should additional comments be received by February 12 to ensure that all comments are shared with Councils.

ONLINE OPEN HOUSE DETAILS

DATE	Wednesday, February 3, 2021
TIME	1:00 – 3:15 PM
FORMAT	<ul style="list-style-type: none"> Virtual due to COVID-19 Gathering Restrictions (Zoom and YouTube) Presentation, followed by a “Question and Answer” Session Presentation made available on YouTube after the engagement session for viewing by anyone who was unable to attend the event.
ATTENDANCE	<p>Approximately 42 attendees:</p> <ul style="list-style-type: none"> 25 participants via Zoom 17 viewers on the YouTube livestream <p>These totals include members of the Counties’ Councils, but does not include County Administrations or MPS staff</p>
PRESENTER	Jane Dauphinee, MPS Principal & Senior Planner
NOTIFICATION	Mail out notification to all landowners within the proposed IDP Area. Landowners were provided a notice of the Online Open House and physical copies of the draft IDP.
COMMENTS	Comments from attendees were provided in the chat and verbally at the end of the presentation. Comments received by the consultant have been compiled in the chart below.

FEEDBACK AND RESPONSES/RECOMMENDATIONS

The following is a summary of comments and questions received from the mailout and during the virtual open house. Comments have been lightly edited for clarity and grammar/spelling, where necessary. Where possible, questions are grouped by the person inquiring.

FEEDBACK FROM COMMUNITY MEMBERS	MPS RESPONSE/RECOMMENDATION
<p>We irrigate out of the River, have for 4 years now. Everything is approved through the proper channels to obtain our water licenses. The point of use, I believe, is an old ferry crossing within the Lamont county. I didn't see anything in the proposal about our irrigation pump being there other than it being noisy and having exhaust from the diesel pump. Can you tell me how we are going to be affect or not affected by this plan? We irrigate for our potato operation in the Lamont county.</p> <p>Can you tell me if it has always been required to do a Biophysical, Wetland and Phase 1 ESA on a piece of land prior to development and is this for any private landowner to have to do for any development? I am just looking for a bit of clarification on this one.</p> <p>Please soften wording in Policy 3.2.5 from "shall" to "may" to provide greater flexibility.</p>	<p>The draft IDP does not include policies that would influence or affect existing or new water licences. Smoky Lake County and Lamont County have indicated that they consider water licencing to be a matter that is best regulated by the Province.</p> <p>The IDP does not impose additional or new requirements for these reports. Instead it refers back to the existing requirements in the municipalities' current planning documents (Policy 3.7.1). It does not identify new triggers specifically for when a Biophysical, Wetland and Phase 1 ESA would be expected.</p> <p>Many municipalities require a wetland assessment to accompany subdivision and/or development applications if there evidence that indicates that the development site may be near or may impact a wetland.</p> <p>Normally the trigger for these studies would be: a new building, subdivision or rezoning <i>in areas with identified site constraints</i> (steep slope, wetlands, high ground water etc.) On sites without identified constraints these studies are not required.</p> <p>MPS Recommendation: Soften the wording from "shall" to "may" in Policy 3.2.5 to provide more flexibility."</p> <p>Action: MPS to confirm with Lamont County's Development Officer if the County has been requiring supporting engineering or studies to be submitted with new applications for development, subdivision, and/or rezoning.</p>
<p>Could you provide more information about the differences and relationship between an Area Structure Plan vs an Intermunicipal Development Plan?</p> <p>It sounds like the IDP stays at this high a level.</p>	<p>An IDP is the highest-level statutory plan a municipality can adopt, and all other statutory planning documents must be consistent with an approved IDP.</p> <p>There are different types of Area Structure Plans (ASPs). Developer-driven ASPs are often prepared for specific developments, while municipality-driven ASPs are for larger (or significant) areas of land. ASPs include site specific land use and engineering policy direction.</p> <p>Within the IDP area, Smoky Lake County has adopted the Victoria District Area Structure Plan. This ASP encompasses a large area of historic and cultural significance.</p> <p>No changes recommended.</p>
<p>How were the participants for the committee selected?</p> <p>When were the participants selected?</p> <p>How long did it take the committee to do the work on the IDP?</p>	<p>The ICC consists of elected members of Council from both municipalities, supported by municipal administration. The Committee consisted of the Reeves from both municipalities, and each County's division Councillor within the IDP area.</p>

<p>Was it only the councillors/reeves on the committee?</p> <p>Is it realistic to only provide 21 days prior to public hearing for public review/ feedback?</p>	<p>The Committee has met three times, beginning in Summer of 2019.</p> <p>MPS noted that landowners were provided with a copy of the draft IDP on 15 January 2021 and residents were asked to provide feedback by 12 February 2021 and residents were provided with approximately one month to review the draft IDP and provide feedback.</p> <p>No changes recommended.</p>
<p>Where the Province has identified historic resources or potential historic resources what brushing allowed for agricultural purposes?</p>	<p>The Province does not restrict brushing activities. The regulation of brushing activities is not part of this IDP; however, there are policies in the Victoria District ASP (for lands within Smoky Lake County) that address the clearing of vegetation on historic river lots.</p>
<p>Will I need permit to cut trees on my property, drain wet areas, or landscape for agricultural purposes?</p>	<p>Requirements for obtaining a development permit are included in the Counties' respective Land Use Bylaws, and the Victoria District ASP.</p> <p>Administration from both municipalities noted that <i>Water Act</i> approvals are required for agricultural purposes, and this IDP does not impact the requirement of landowners to obtain provincial approvals.</p> <p>No changes recommended.</p>
<p>Can you please provide more information on how the IDP will affect gravel extraction within the Plan Area?</p>	<p>Policy direction in the IDP relating to resource extraction is very high level. The IDP does not propose any changes to the regulation of gravel extraction. Instead, it indicates that guidance for this type of development shall be provided by the statutory plans and LUBs of the Counties. Please refer to Policy 3.5.1 in the draft IDP.</p> <p>"Aggregate resource extraction shall be guided by the policies and regulations in the applicable County's statutory plans and LUB, as well as applicable provincial and federal requirements."</p> <p>No changes recommended.</p>
<p>Are there any conditions/statements regarding traditional Indigenous use of land?</p>	<p>The cultural significance of the area for local indigenous people is touched on in Section 2.1 – History and Culture. MPS acknowledges that the IDP is not informed by traditional knowledge and that the background sections of the IDP could be improved through the inclusion of traditional, indigenous knowledge. When the IDP is next revised there will be an opportunity to update these sections should additional information be gifted or shared with the municipalities.</p> <p>Section 2.3 – Current Land Use and Development provides additional information about the historic Metis river lot system and Metis Crossing.</p> <p>Recommendation: Add the following new policies to Section 4.2:</p> <p>Policy 4.2.4 – Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.</p>

	<p>Policy 4.2.5 – Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.</p> <p>(Note: Policy 4.2.5 adapted from the Victoria District Economic Development Strategy).</p>
<p>Could you confirm that an Area [Structure] Plan will be required for the node culture/tourism area in Smoky Lake?</p>	<p>Area Structure Plans are required for more intense development (generally when six or more parcels are subdivided from a quarter section) or where a developer is proposing a phased-development.</p> <p>No changes recommended.</p>
<p>Can you clarify what the concern is on land deemed historical? It's difficult to get our mind around the concern when we've been working it for so many years.</p> <p>We farm on both sides of the river and understand the historical concern of the Victoria Settlement area but, until now, there hasn't been any concern about anything until now. Why has this changed?</p> <p>From a farming perspective, there doesn't seem like anything is there. How was the historical zoning changes been determined?</p>	<p>MPS notes that Alberta Culture, Multiculturalism, and Status of Women maintains a Listing of Historic Resources. The Listing identifies lands that contain or have a high potential to contain historic resources, including archaeological sites, palaeontological sites, Aboriginal traditional use sites of a historic resource nature (burials, ceremonial sites, etc.), and/or historic sites and structures.</p> <p>The Listing provides development proponents with advance notification of possible historic resource concerns and may be used as a tool in planning projects. The Listing does not include all lands that may contain historic resources but provides a useful tool to landowners and the municipality when reviewing development permit applications or considering future development/subdivision.</p> <p>Within the Plan Area, the majority of the lands have been assigned a Historic Resource Value of 4 or 5.</p> <ul style="list-style-type: none"> • HRV 1: designated under the Act as a Provincial Historic Resource • HRV 2: designated under the Act as a Municipal or Registered Historic Resource • HRV 3: contains a significant historic resource that will likely require avoidance • HRV 4: contains a historic resource that may require avoidance • HRV 5: believed to contain a historic resource <p>There is no change to the land zoning and no change to how residents use and enjoy their land by identifying the location of Provincially assigned HRVs within the IDP. The Maps are a tool which aide both landowners and the municipality when making future land use decisions.</p> <p>No changes recommended.</p>
<p>Will this recording be copied and available to re-watch?</p>	<p>Yes.</p>
<p>Map A.3 - Under historic sites list, #6 St Elias is not a designated historic site.</p>	<p>MPS notes that the St. Elias and the Rubuliak House are not formally designated historic sites, however Smoky Lake County has identified these resources as Historically Significant in the</p>

<p>Map A.3 - Rubuliak house was moved from that location to river lot 16.</p> <p>Has Smoky Lake County considered extending the Victoria District further west to Highway 881?</p>	<p>Victoria District Area Structure Plan and they have approved statements of significance but have not to date received heritage designation.</p> <p>Smoky Lake County has not requested that the Victoria District ASP be expanded; however, this could be revisited in the future.</p> <p>No changes recommended.</p>
<p>Fort White Earth is a provincially designated site. Is it located within the plan boundary?</p>	<p>MPS notes that Fort White Earth is in the Plan Area. Smoky Lake County has indicated that at this time they do not wish to publish the historic location of Fort White Earth until steps have been taken to ensure the site will not be disturbed.</p> <p>No changes recommended.</p>
<p>Is there was any discussion on opening a boat launch along the designated land area?</p>	<p>MPS notes that the municipalities have held discussions with emergency service providers to provide additional access to the River for emergency service personnel and for launching recreational watercraft.</p> <p>No changes recommended.</p>
<p>There may be enforcement issues to comply with Policies 3.2.3 and 3.2.4 along the River. Each summer, cattle have access to the North Saskatchewan River. A temporary fence is built out into the River. Perhaps you could raise the matter with your colleagues. I know from my experience that municipal councils are quite reluctant to approach landowners about riparian matters.</p>	<p>MPS notes that Policy 3.2.3 requires landowners to manage post development activities on lots to prevent degradation of surface water and ground water quality. This is also a provincial and, in fish bearing water courses, may also be a federal requirement.</p> <p>See: <i>Water Act, Public Lands Act, Environmental Protection and Enhancement Act, Wildlife Act, Fisheries Act and Alberta Land Stewardship Act.</i></p> <p>MPS notes that Policy 3.2.4 encourages farmers to keep grazing animals away from watercourses and water bodies. The wording at present is a recommendation rather than requirement. The plan also acknowledges that agricultural uses are important to the regional economy.</p> <p>Plan policies are designed to balance the responsibility of the municipalities to ensure development approvals do not have a negative impact on water resources or ecological features while still enabling development to occur that supports the rural economy and the rural way of life.</p> <p>No changes recommended.</p>
<p>Historical significance, environmental protection and sustainable development are very important but the IDP does not address rural crime in the area. Most of my farm neighbors have stories about theft, vandalism, trespassing, squatting and poaching on their property. One of my neighbors has put a 10 foot high buffalo fence around his entire quarter to protect a cottage he is building. The fence is unsightly but it is entirely understandable why they would do it. You may think that this type of crime does not affect development or the use of the land but it is getting to the point where I am concerned about walking around on the property in fear that I may run into trespassers. I have found body parts of game that cannot be hunted in that area and out of season.</p>	<p>Concurrently with the preparation of the IDP, Smoky Lake County and Lamont County have been working on the preparation of an Intermunicipal Collaboration Framework (ICF). The purpose of the ICF is to provide for integrated and strategic planning, delivery and funding of intermunicipal services, allocate scarce resources efficiently in the providing local services, and ensure municipalities contribute funding to services that benefit their residents. During ICC meetings Councillors identified exploring a collaborative approach to reducing rural crime as an area to explore future collaboration and noted that recent provincial changes to police funding has impacted this process.</p>

<p>It is great to have lofty ideals about future development or dismiss the crime as not in the scope of IDP but crime greatly influences how people feel about the area.</p> <p>It is very disheartening when you build or develop something nice and it is destroyed or find dead wild game along the fence lines.</p>	<p>Recommendation: MPS to identify regional strategy for rural crime prevention t as an area for future collaboration in Schedule C.2 of the ICF.</p>
<p>What is the nature of the Historic Resource(s) located approximately 3.0 km west of Highway 855 and south of the IDP area, within Lamont County?</p>	<p>The Historic Resource(s) are archaeological in nature.</p> <p>They have a historic resource value of 4 (contains a historic resource that may require avoidance) and 5 (believed to contain a historic resource).</p> <p>Note: There are 2 additional sites within Lamont County near the Village of Andrew that are identified on the AB Listing of Historic Resources Web viewer as having historic resources values. These sites are outside of the IDP area.</p> <p>Recommendation: MPS to review most recent provincial data layers (historic resources listing was most recently updated in the fall of 2020) and update mapping as required</p>
<p>Central to the rural character of our area and our heritage is the value of peace and quiet. There should be no amplified music or loudspeakers in the IDP area, both out of concern for residents and wildlife. Noise will cross county lines, especially in a river valley. Sound regulations and conduct should be to the same standards as provincial parks.</p> <p>Just like provincial campsites, there should be no liquor licenses issued in the Culture and Tourism area.</p> <p>The river valley, indicated as the Agriculture and Rural Development Area, should be considered a wildlife corridor. There should be no hunting in this area and it should be maintained as a sanctuary for both animals and people.</p>	<p>These comments were carefully considered by the Intermunicipal Collaboration Committee.</p> <p>At this meeting, the ICC offered the following comments and additional information:</p> <ul style="list-style-type: none"> • Hunting is regulated by the Province and is outside of municipal jurisdiction. While section 74 of the <i>Municipal Government Act</i> allows municipal districts (counties) to pass a bylaw regulating where firearms can be discharged, this type of bylaw requires Ministerial approval, and neither municipality indicated that they wish to explore this type of bylaw at this time. • Liquor licensing is regulated by the Alberta Gaming, Liquor, and Cannabis Commission and is outside of municipal jurisdiction. Neither municipality has indicated that they wish to explore becoming a “Dry” municipality at this time. • However, the committee agreed that the noise issue is an important matter that should be addressed. Smoky Lake County has recently approved a Noise Bylaw to specifically address noise throughout the County. The County believes that this new bylaw will help to address the noise concern. <p>No changes recommended.</p>
<p>[The referral process] seems to be key and central to having an IDP. My concern here is one of communication with residents. Any development permit or subdivision proposal on the Lamont County side of the river might of interest to residents on the north side and vice-versa. The process for county administration is described, but public notification appears lacking.</p>	<p>These comments were carefully considered by the Intermunicipal Collaboration Committee.</p> <p>No changes to the referral process recommended at this time.</p>

<p>Policies are numerous and the use of active verbs such as “should” or “encourage” are plentiful, for example:</p> <ul style="list-style-type: none"> • Policy 3.2.2 - “shall encourage” re: erosion control (environmental protection should be more stringent) • Policy 3.2.6 – “shall take into consideration” re: setbacks (setbacks should be a “must”) • Policy 3.6.8 suggests cultural and historic opportunities in Lamont County. Why not in Smoky Lake County? • Policy 4.2.2 appears redundant? (may be addressed in 4.2.1 in the ASP.) <p>Map 7.3 delineates proposed land uses. We would like to see more restrictive language in policies for development regarding environmental protection. Alternatively, some of the escarpment areas could be designated for environmental protection.</p> <p>On the Smoky Lake side, the zone for “Culture and Tourism” appears to be in error in that the west boundary should be extended to align with the ASP which is further west from the National Historic Site.</p> <p>Would like to see the “Culture and Tourism: area expanded for the following reasons:</p> <ul style="list-style-type: none"> • There are several recognized historically significant sites westward (e.g. Pine Creek Post Office, Waskatenau Ferry Crossing) and eastward (e.g. Fort White Earth). • The Town of Smoky Lake and Smoky Lake County have initiated the Victoria District Economic Development Strategy which generally encompasses the Victoria Trail area from Highway 831 to approximately 25 km east of Highway 855. 	<p>These comments were carefully considered by the Intermunicipal Collaboration Committee who determined that that as a high-level policy document that will apply to a large area of land, there is value in ensuring that the policies have some flexibility. There are some development scenarios where it would be excessive or unreasonable to apply a requirement for erosion control measures or apply a “one size fits all” setback distance. Without flexibility in the policies the development authorities would not be able to exercise their discretion and assess the requirements based on the size and scale of the development and the specific site considerations.</p> <p>MPS reviewed the Culture and Tourism Area identified on the Maps presented in the IDP at the Public Engagement Session and noted that there is an error of the maps. The maps identify the Victoria District National Historic Site rather than the lands affected by the Victoria District ASP.</p> <p>The ICC discussed extending the Culture and Tourism Area into Lamont County and to Highway 831 and determined that doing so was premature at this time.</p> <p>Recommendation: MPS to revise Maps to correctly lands affected by the Victoria District Area Structure Plan and identify those lands within the Victoria District Area Structure Plan as future Culture and Tourism on the Future Land Use Map.</p>
<p>My understanding is that the purpose of the proposed “IDP” plan is to allow residents in the area affected by Victoria Settlement in particular, to have a channel to voice concerns or comments on future changes that may affect them personally, the river and ecosystems.</p> <p>How will issues regarding noise, safety and wildlife preservation and protection be addressed.</p> <p>Increased events and areas for recreation brings more people and more potential for incidents requiring hospital visits. Local hospitals have skeleton staffing and Lamont ER is closed from 8:00 pm - 7:00 am. It would be proactive to be in consultation with Health Services as future plans are put in place.</p> <p>Secondary highway 855 is a single lane with no shoulders. It will be the main feeder highway to Victoria Trail and all future planned sites along it.</p> <p>Noise from Métis Crossing has been an ongoing concern.</p>	<p>These comments were received after the 12 February 2021 Intermunicipal Collaboration Committee meeting.</p> <p>MPS notes that the purpose of the IDP is to provide a high level overview of future development within the Plan Area in both Smoky Lake County and Lamont County, and to provide a tool for municipal administrations and Councillors with a forum to review proposed amendment to a statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area.</p> <p>Comments identifying similar issues were discussed at the meeting and the ICC did not direct MPS to make any changes to the draft IDP based on the following information:</p> <ul style="list-style-type: none"> • Hunting is regulated by the Province and is outside of municipal jurisdiction. • Smoky Lake County has recently adopted a Noise Bylaw to address this type of concern. <p>Further, MPS notes that highway traffic volumes are evaluated by Alberta Transportation on an ongoing basis. When a subdivision or development proposal within 1.6 km of a highway</p>

Rural Crime is an ongoing issue. One of the trade offs for country living is being far from Police Services and low levels of staff.

I hope that the planned IDP will be accessible and open to all residents to feel free to bring concerns prior to decisions being made and more importantly that our concerns are addressed with resolutions that take concerns seriously. If I am to be honest I will watch the future actions being hopeful yet very pessimistic.

is referred to Alberta Transportation, the department is enabled to require upgrades to highway infrastructure where required.

MPS noted that where subdivision or development proposals are referred to adjacent landowners the planning authorities carefully consider the comments of adjacent landowners.

An opportunity to explore initiatives for addressing rural crime has been added to the ICF.

No changes recommended.

REFERRAL AGENCY FEEDBACK

Information about the project was sent to Referral Agencies on **January 20, 2021** with a request for feedback and comments. The table below outlines the list of agencies contacted regarding the draft Smoky Lake County & Lamont County Intermunicipal Development Plan. All comments received are outlined following the table.

AGENCY	RESPONSE
Alberta Energy Regulator	No response provided
Telus Communications Alberta NE	No response provided
Ministry of Culture, Multiculturalism and the Status of Women	No response provided MPS notes that the IDP was submitted to Alberta Culture, Multiculturalism, and Status of Women via email and through the department's Online Permitting and Clearance portal on January 15, 2021).
Alberta Health Services (North Zone)	No response provided
Alberta Environment & Parks (North Saskatchewan Region Water Act Approvals)	No comments received & no objections
Alberta Environment & Parks (Land Management & Planning)	No comments received & no objections
Alberta Health Services (North Zone)	No response provided
Alberta Transportation (Athabasca District)	No comments received & no objections
Alberta Transportation (Vermilion District)	No response provided
Canada Post	No response provided
TC Energy	Comments provided – see below
Smoky Lake County Regional Heritage Board	No response provided
Victoria Settlement Provincial Historic Site	No response provided
Victoria Home Guard Historical Society	No response provided
North Saskatchewan Watershed Alliance	No response provided
North Saskatchewan Watershed Alliance	No response provided
Village of Waskatenau	No response provided
County of Two Hills	No response provided
County of Two Hills	No response provided
Lakeland REA	No response provided
Willingdon REA	No response provided
Atco Electric	No response provided
Fortis Alberta	No response provided
Lamco Gas	No response provided
Smoky Lake Gas Co-op	No response provided
Aspen View School	No response provided
Lakeland Catholic School	No response provided
Elk Island Catholic School	No response provided
Elk Island School	No response provided

TC ENERGY

AGENCY COMMENTS	MPS RESPONSE / RECOMMENDATION
<ul style="list-style-type: none"> • To ensure that all development within the Pipeline Assessment Area is referred to TC Energy for review and comment, we recommend inclusion of the following policy within Section 3.5 (Natural Resources) of the IDP: <ul style="list-style-type: none"> ○ When an area structure plan, an outline plan, a concept plan, a subdivision application or a development permit application is proposed that involves land within approximately 250.0 m of a pipeline, as demonstrated in Appendix A2: Natural Resource Development the municipality that has jurisdiction over approval of the plan or application shall refer the matter to the pipeline operator for review and input. 	<p>Recommendation: Add the following new policy as 3.5.4 "The Counties shall work with oil and gas infrastructure proponents to maintain the integrity of existing pipeline corridors within the Plan area."</p> <p>*Full response attached</p>
<ul style="list-style-type: none"> • To ensure that developers and landowners are aware of the requirement for written consent by pipeline operators for development within the 30.0 m prescribed area, we recommend the inclusion of the following policy within Section 3.5 (Natural Resources): <ul style="list-style-type: none"> ○ Any development within 30.0 m of or crossings a pipeline shall require written consent from the pipeline operator. 	<p>Development setbacks from pipelines are regulated by AER.</p> <p>No change recommended.</p>

TC ENERGY WRITTEN RESPONSE



February 4, 2020

Municipal Planning Services RE Smoky Lake County & Lamont County
#206, 17511 – 107 Avenue
Edmonton, AB | T5S 1E5

Sent via email to: k.miller@munplan.ab.ca

ATTN: Kyle Miller, Planner, Municipal Planning Services

RE: Smoky Lake County & Lamont County Intermunicipal Development Plan

Your File #: N/A

Our Reference #: R01922AB

Thank you for sending B&A Planning Group notice of this project on January 20, 2021. B&A is the land use planning consultant for TC Energy (TC) in Western Canada. On behalf of TC, we work with municipalities and stakeholders regarding land use and development surrounding their pipeline infrastructure to ensure that it occurs in a safe and successful manner.

As per the requirements of the Canada Energy Regulator (CER), additional development in proximity to TC's pipelines with potential new residents, employees, structures, ground disturbance, and crossings could warrant pipeline remediation. Consultation between TC and the applicant prior to development assists both parties in determining the best course of action to proceed with potential remediation and development. This is to help prevent pipeline damage, unwarranted crossings, and identify development within proximity to the pipeline that may trigger a pipeline Class upgrade.

Description of Proposed MDP

We understand that Smoky Lake County and Lamont County have developed a new Intermunicipal Development Plan, and that comments are being accepted on the plan until February 12, 2020.

We have reviewed the draft IDP and have identified one section of the plan area that a TC Energy pipeline crosses. Please refer to [Attachment 01 Approximate Location of TC Infrastructure](#) for maps that show the IDP area in relation to the approximate location of TC's infrastructure.

Upon review of the maps and policies within the IDP we have identified that although existing pipelines are demonstrated on the Natural Resource Development Map there are no policies in relation to development in proximity of pipelines. Therefore the following section details some recommendations for you to take into consideration.

 TCEnergy@bapg.ca





Recommendations

- To ensure that all development within the Pipeline Assessment Area is referred to TC Energy for review and comment, we recommend inclusion of the following policy within **Section 3.5 (Natural Resources)** of the IDP:
 - "When an area structure plan, an outline plan, a concept plan, a subdivision application or a development permit application is proposed that involves land within approximately 250m of a pipeline, as demonstrated in **Appendix A2: Natural Resource Development** the municipality that has jurisdiction over approval of the plan or application shall refer the matter to the pipeline operator for review and input."
- To ensure that developers and landowners are aware of the requirement for written consent by pipeline operators for development within the 30m prescribed area, we recommend the inclusion of the following policy within **Section 3.5 (Natural Resources)** of the IDP:
 - "Any development within 30m of or crossings a pipeline shall require written consent from the pipeline operator."

Additional best practices and guidelines for development adjacent to pipelines in the land use planning process are included within **Attachment 02 Work Safely Booklet**. We recommend that these documents be reviewed in full.

Conclusion

Please continue to keep us informed about this project and any future policy, land use, subdivision, and development activities in proximity to TC's pipelines and facilities. Referrals and any questions regarding land use planning and development around pipelines should be sent to tcenergy@bapg.ca. Thanks again for providing us with the opportunity to provide comments on this project and we look forward to working with you in the future.

Sincerely,

Kayla McCarthy

Community Planner | MPlan

(403) 692 4531 | kmccarthy@bapg.ca

B&A Planning Group 600, 215 - 9 Avenue SW | Calgary, AB T2P 1K3 | www.bapg.ca

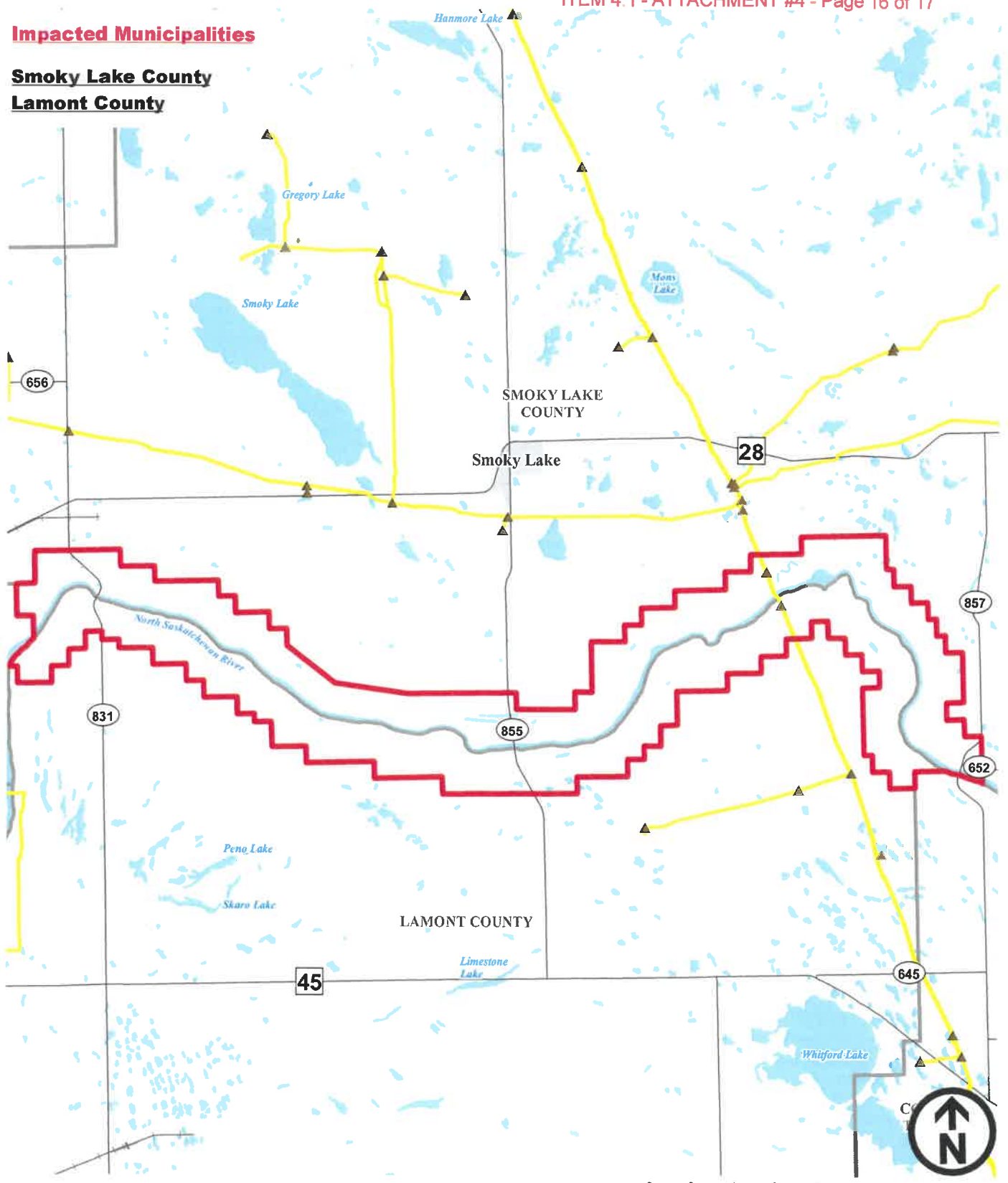
Attachments

Attachment 01 Approximate Location of TC Infrastructure

Attachment 02 Work Safely Booklet

Impacted Municipalities

Smoky Lake County
Lamont County



Map File: R01922AB_Context

Jan 26, 2021 - 07:53 AM W:\1909 Land Services Western Canada\Referrals and Responses\1000-1599\R01922AB\SmokyLakeCounty_IDP\1_Maps\R01922AB_Context1.mxd

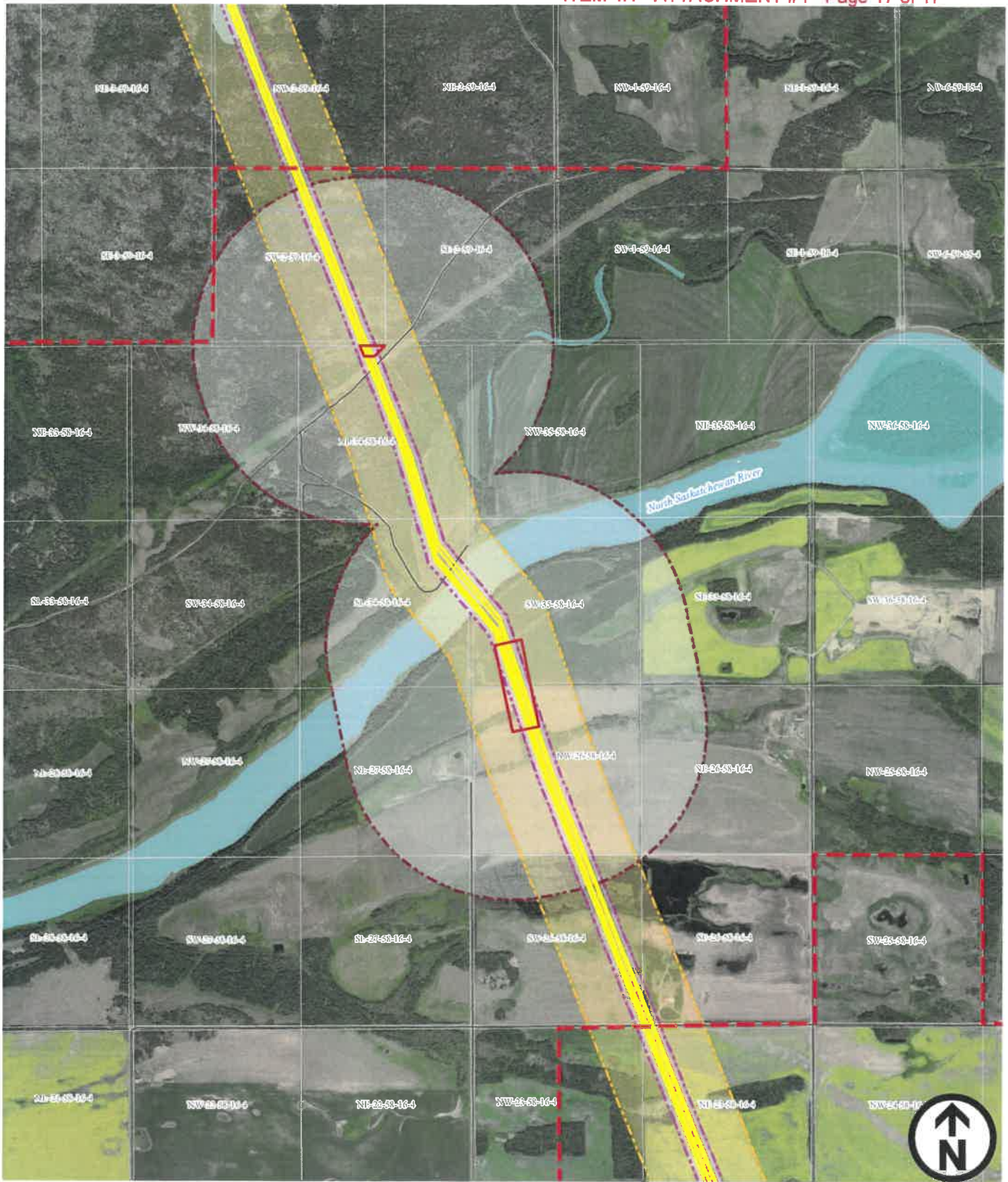


Legend

- Subject Site
- Railway
- Rural Municipality
- Major Road
- Urban Municipality
- TC Energy Pipeline
- Waterbody

Context Map
Plan of Intermunicipal Development

Smoky Lake County
Referral #: R01922AB
TC Region: Wildrose
January 2021



Map File: R01922AB_Concept

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Legend

- Subject Site
- TC Energy Pipeline
- TC Energy Facility
- Prescribed Area (30m)
- Pipeline Assessment Area (220m)
- Facility Assessment Area (800m)
- Road
- Quarter Section
- Waterbody

TC Energy Infrastructure
 Plan of Intermunicipal Development
 Smoky Lake County / Lamont County
 Referral # R01922AB
 Map and data for informational and planning purposes only
 Conceptual alignment only. Aerial Source: ESRI
 January 2021

Motion to Amend Bylaw No. 1383-20 Smoky Lake County

The following is a list of proposed amendments to Bylaw No. 1383-20, the Smoky Lake County & Lamont County Intermunicipal Development Plan, first read on January 28, 2021.

1. That Section 3.2 – Environment and Watershed Management of the bylaw be amended to **revise** Policy 3.2.5 to replace the word “shall” with “may.” Policy now reads (change shown in bold):

Policy 3.2.5: “Development on lands identified as Environmentally Significant Areas (ESAs) by the Province of Alberta **may** be required to include as an application requirement, an Environmental Impact Assessment or Biophysical Assessment which provides sufficient information to ensure that important ecological features on the site are maintained and protected, as outlined in the respective County MDP.”

2. That Section 3.5 – Natural Resources of the bylaw be amended to **include** the following as Policy 3.5.4:

Policy 3.5.4: “The Counties shall work with oil and gas infrastructure development proponents to maintain the integrity of existing pipeline corridors within the Plan Area.”

3. That Section 4.2 – Culture and Tourism Area of the bylaw be amended to **remove** Policy 4.2.3, and renumber subsequent policies accordingly. The deleted policy **previously** stated:

Policy 4.2.3: “Confined feeding operations shall not be allowed within the Culture and Tourism Area in order to minimize negative impacts on adjacent properties and the water quality of the North Saskatchewan River.”

4. That Section 4.2 – Culture and Tourism Area of the bylaw be amended to **include** the following **new** policies as Policies 4.2.3 and 4.2.4:

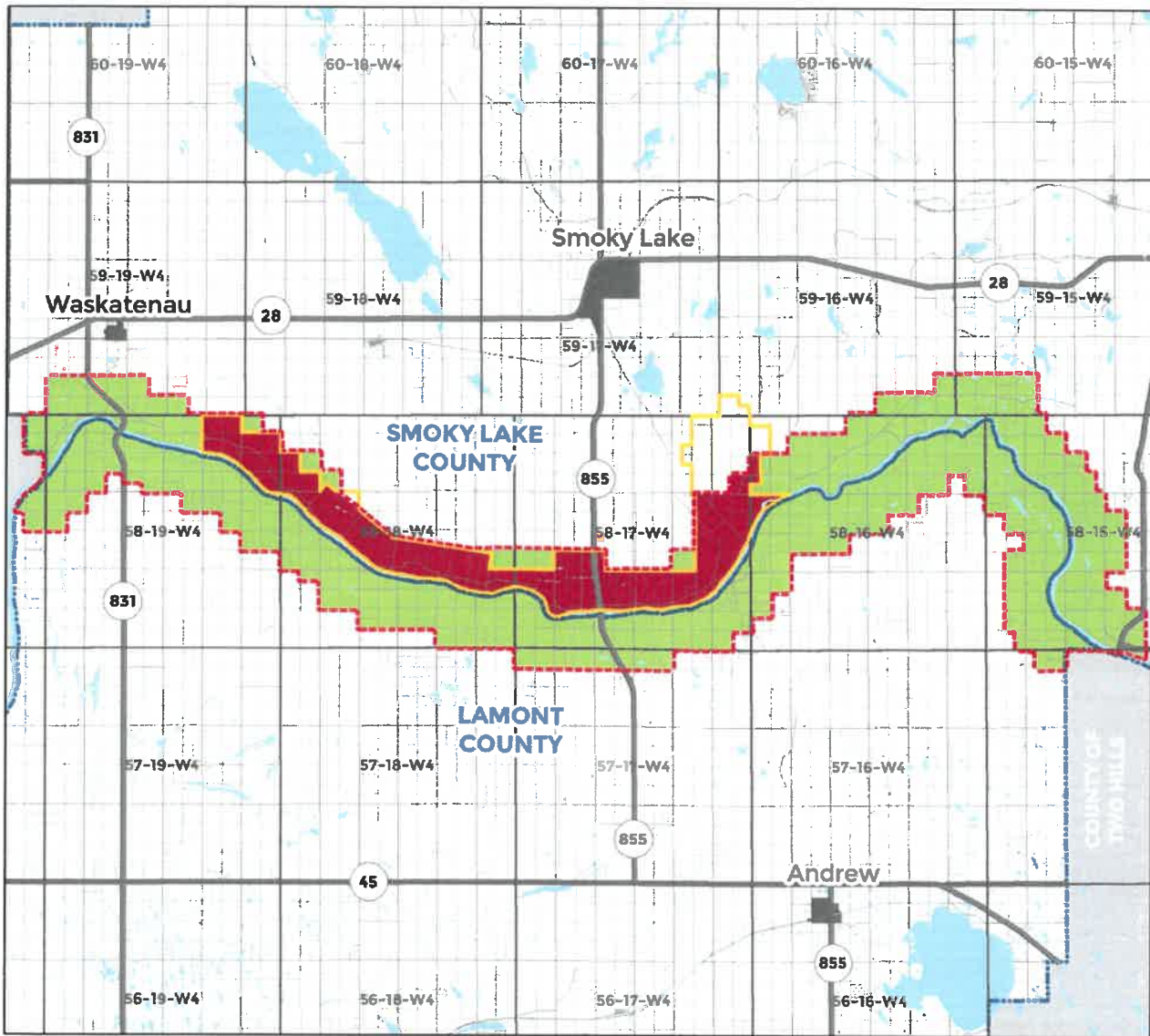
Policy 4.2.3: “Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.”

Policy 4.2.4: “Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.”

5. That Section 7 – Maps of the bylaw be amended to **remove and replace** Maps 7.3 – Future Land Use with the map attached to this motion as **Schedule A**.

6. That the Table of Contents of the bylaw be **updated** to reflect the amendments proposed herein.

Schedule A



Smoky Lake County & Lamont County

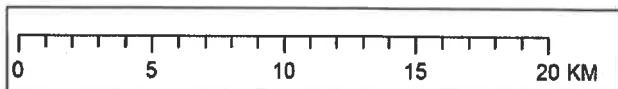
INTERMUNICIPAL DEVELOPMENT PLAN



7.3 FUTURE LAND USE

	Intermunicipal Development Plan Area
	Agriculture and Rural Development Area
	Culture and Tourism Area
	Victoria District Area Structure Plan
	Urban Municipality

Digital information:
Geogratis, Geodiscover, Altalist
Projection: UTM NAD 83 12N



Bylaw No. 1383-20

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1383-20**

A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County & the Village of Waskatenau.

WHEREAS an Intermunicipal Development Plan has been prepared for Smoky Lake County & Lamont County based on public input and studies of land use, development and other relevant data; and

WHEREAS the foresaid Intermunicipal Development Plan describes the way in which the future development within the Plan area may be carried out in an orderly and economic manner;

NOW THEREFORE the Council of Smoky Lake County, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government Act R.S.A. 2000, c. M-26 as amended, enacts as follows:

1. This new Bylaw may be cited as "Smoky Lake County & Lamont County Intermunicipal Development Plan".
2. The Smoky Lake County & Lamont County Intermunicipal Development Plan is attached hereto as Schedule "A" to this Bylaw is hereby adopted.
3. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c. M-26, as amended.

This Bylaw comes into effect upon the date of the final reading thereof.

READ a First Time this 28th day of January, AD 2021.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

READ a Second Time this _____ day of _____, AD 2021.

READ a Third and Final Time this _____ day of _____, AD 2021 and finally passed by Council.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

Smoky Lake County & Lamont County

INTERMUNICIPAL DEVELOPMENT PLAN



Smoky Lake County
Bylaw No. 1383-20



Lamont County
Bylaw No. 828.21

ACKNOWLEDGEMENTS

The Smoky Lake County & Lamont County Intermunicipal Development Plan Area is located within Treaty 6 Territory, and is the traditional lands of the Cree, Blackfoot and Métis people.

Planning recognizes the interconnected nature of land use, water systems, and human culture.

Responsible land use and resource management of lands in the Intermunicipal Development Plan Area did not begin with this plan; Indigenous Peoples have been and continue to be stewards of the land, water, and resources.

COUNCILS AND PROJECT TEAM



SMOKY LAKE COUNTY

Craig Lukinuk	Mayor
Randy Orichowski	Deputy Mayor
Johnny Cherniwchan	Councillor
Dan Gawalko	Councillor
Lorne Halisky	Councillor



LAMONT COUNTY

David Diduck	Reeve
Roy Anaka	Deputy Reeve
Daniel Warawa	Councillor
Wayne Woldanski	Councillor
Neil Woitas	Councillor

CONSULTING TEAM

Jane Dauphinee	Principal & Senior Planner
Allison Rosland	Planner
Brad MacDonald	Planner

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1 INTRODUCTION

The Smoky Lake County & Lamont County Intermunicipal Development Plan (the IDP) is a statutory plan adopted by bylaw by the Councils of Smoky Lake County and Lamont County. The location of the IDP area within the Smoky Lake County and Lamont County regions is illustrated on **Map 7.1 – Regional Location**.

1.1 PURPOSE OF THE PLAN

An IDP is a statutory plan prepared by two or more municipalities that share a common border. The purpose of the IDP is to ensure that future development concepts and land use policies for areas of mutual interest are coordinated between the municipalities, and establish processes for communication, referral, and dispute resolution to mitigate the risk of future land use conflicts between the partnering municipalities. This IDP applies to lands within Smoky Lake and Lamont Counties. The Plan Area is identified on **Map 7.2 – Plan Area and Referral Area Boundaries**.

The municipal policy framework that supports the preparation of an IDP is contained within the Counties’ respective Municipal Development Plans.

The Counties that all municipalities party to this IDP are equal and have a right to growth and development. The Counties have agreed that a negotiated IDP is the preferred method of addressing intermunicipal land use planning issues within the IDP area and that an IDP represents an opportunity for continuing a cooperative working relationship. Policies within this IDP are not intended nor shall be interpreted to fetter the discretion or autonomy of each municipality’s Council.

1.1 PLAN PRINCIPLES

The IDP is guided by six planning principles. These principles are derived from the IDP requirements outlined in the MGA, as well as the Provincial Land Use Policies. These principles guided the development of plan policies and are fundamental to the interpretation and implementation of this IDP.

Principle 1	Principle 2	Principle 3
Maintain open, fair, and honest communication.	Ensure that future development is mutually beneficial and compatible.	Respect and maintain the local heritage and character of the region.
Principle 4	Principle 5	Principle 6
Ensure efficient use of land, infrastructure, public services, and public facilities.	Identify and protect environmentally sensitive features.	Provide for effective IDP administration and implementation mechanisms.

1.2 PLAN ORGANIZATION

The Smoky Lake County & Lamont County Intermunicipal Development (the IDP) has been organized into six parts:

PART 1	Introduction	Includes the purpose of the plan, history, plan principles, plan organization, legislative requirements for an IDP, and relationships to other plans.
PART 2	Plan Area Information	Information about the Plan Area’s land use, transportation, and environmental features.
PART 3	Land Use and Development	Contains policies for all land use and development activities in the Plan Area.
PART 4	Future Land Use Areas	Contains policies for specific land uses areas identified on Map 7.3 - Future Land Use .
PART 5	Cooperation	Addresses the Intermunicipal Planning Committee, intermunicipal communication, circulation and referral procedures, amendment and repeal processes, and criteria for future annexation.
PART 6	Resolving Disputes	Outlines processes for resolving intermunicipal disputes related to the IDP.
PART 7	Maps	Maps that illustrate the location of the IDP area, and relate to specific policies in the IDP.
APPENDIX	A to C	Additional information (not approved as part of this IDP) that may be used to clarify questions about existing land uses, definitions, and provincial recommendations.



1.3 LEGISLATIVE REQUIREMENTS

Requirements for IDPs are outlined in Section 631(2) of the *Municipal Government Act*, R.S.A. 2000 c. M-26, as amended (MGA). The IDP is consistent with requirements for intermunicipal collaboration and IDPs identified within the MGA.

1.4 RELATIONSHIP WITH OTHER PLANS, FRAMEWORKS, AND BYLAWS

North Saskatchewan Regional Plan

The North Saskatchewan Regional Plan (NSRP) is currently being prepared by the Province of Alberta and is expected to come into effect in the future. The IDP plan area is located entirely within the proposed NSRP area.

The NSRP will use a cumulative effects management approach to set policy direction for municipalities to achieve environmental, economic, and social outcomes within the North Saskatchewan Region.

Pursuant to section 13 of the *Alberta Land Stewardship Act*, S.A. 2009, c. 26.8, as amended (ALSA), regional plans are legislative instruments. Pursuant to section 15(1) of ALSA, the Regulatory Details of the NSRP are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy to inform and are not intended to have binding legal effect.

The Alberta Land Use Framework sets out an approach to managing public and private lands and natural resources to achieve Alberta's long-term economic, environmental, and social goals. The Land Use Framework establishes the Alberta government's model for the NSRP and other regional plans, and identifies three desired outcomes:

- A healthy economy supported by our land and natural resources
- Healthy ecosystems and environment
- People-friendly communities with ample recreational and cultural opportunities.

The participating municipalities have worked closely to ensure that the IDP has been developed in a manner that adheres to the intended purpose of the regional plans, as identified in the Alberta Land Use Framework.

Intermunicipal Collaboration Framework

All municipalities in Alberta are required to adopt an Intermunicipal Collaboration Framework (ICF) with each municipality with whom they share a common border. This IDP is consistent with the policies, communication and collaboration processes identified in the applicable ICF.

Municipal Development Plan

A Municipal Development Plan (MDP) is a statutory plan that guides the future growth and development of a municipality. The MDP establishes a vision to accommodate growth responsibly and serves as an important decision-making tool for Council, administration, and all stakeholders. All MDPs must be consistent with an approved IDP.

The Counties respect that each municipality will identify their individual visions and priorities for future land use growth and development through their respective MDPs.

Area Structure Plans/Area Redevelopment Plans

Area Structure Plans (ASP) and Area Redevelopment Plans (ARP) are statutory plans adopted by a municipality. They provide a policy framework for future subdivision and development for a particular area at a local level. They provide land use, access, and servicing policy direction for specific neighbourhoods or areas of a municipality. An ASP or an ARP must be consistent with an approved IDP and MDP.

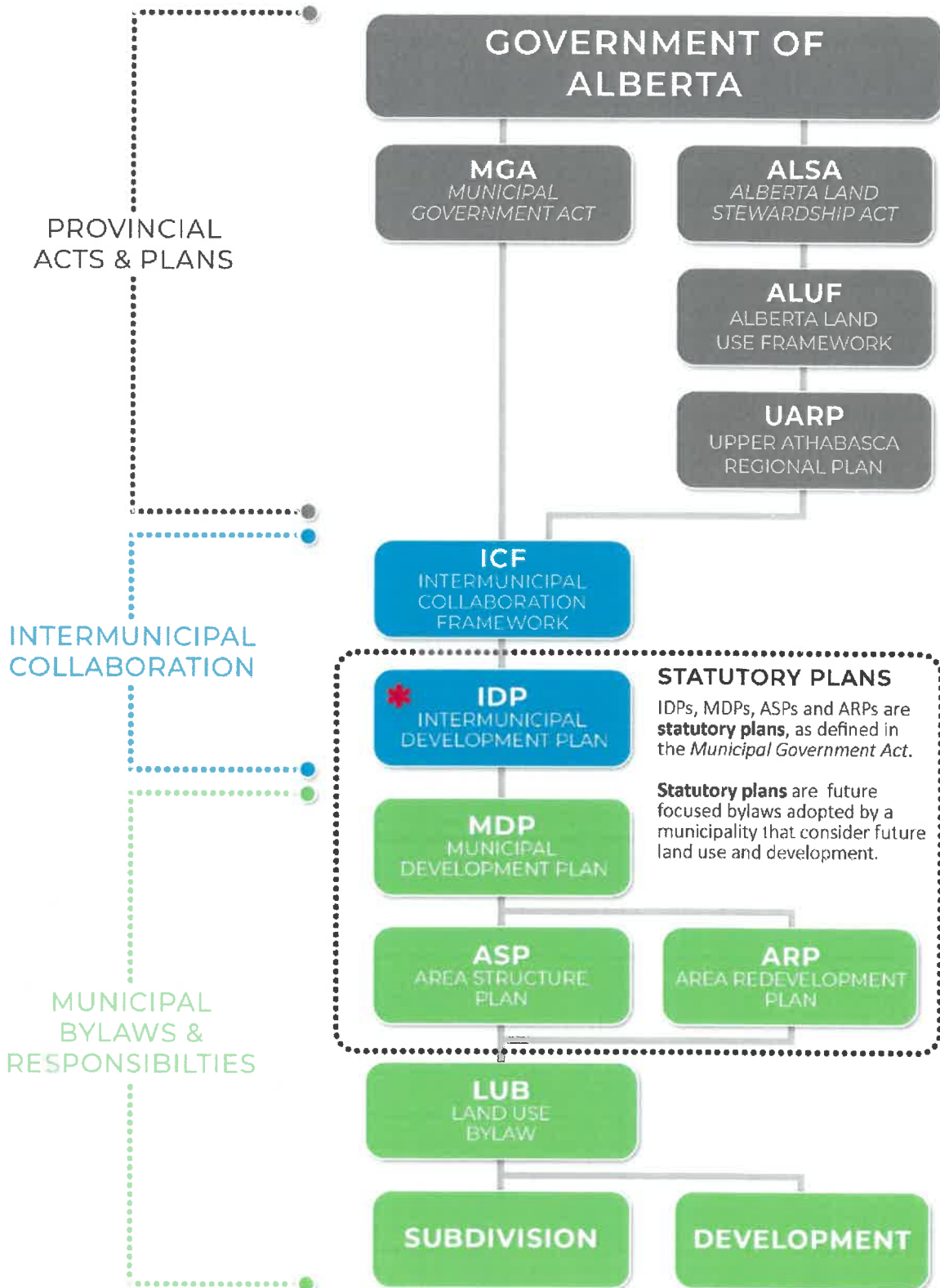
Portions of the plan area within Smoky Lake County are within the Victoria District Area Structure Plan. The purpose of the Victoria District ASP is to guide growth and development within the Plan area, and to ensure that new development complements/enhances the natural beauty and historically significant features of the local landscape.

Currently, there are no ASPs or ARPs within the Lamont County portion of the IDP area.



Planning Hierarchy

The chart below identifies how an IDP relates to other provincial acts and regulations, intermunicipal collaboration efforts, statutory plans, and planning processes.



2 PLAN AREA INFORMATION

2.1 HISTORY AND CULTURE



FIGURE 1: NORTH SASKATCHEWAN RIVER

Lands and waterways within the IDP area have long been important to local Indigenous Peoples, Métis, and early European settlers. The banks of the North Saskatchewan River were used by Cree and Blackfoot peoples for travel routes, hunting, fishing, and cultural gathering. With the establishment of Hudson's Bay Company and North West Company trading posts, the North Saskatchewan River was similarly used for transportation beginning in 1795, as the fur trade drove settlement patterns. A 1,400 kilometre overland trail, linking Fort Garry in present-day Manitoba with Fort Edmonton, followed the North Saskatchewan River through the Victoria District (later becoming the Victoria Trail) on the north side of the river. The route provided an overland option for the movement of people and goods between the various settlements along the river and further north.

The first permanent settlement within the area was established in 1862 when Reverend George McDougall established a Methodist mission near the mouth of Smoky Creek. Two years afterwards, a Hudson's Bay Company trading post was established just east of the mission site. McDougall encouraged Métis families from the Red River area in Manitoba to settle Victoria. Between 1865 and 1870, the Métis population grew to 130, with the newly arrived families establishing river lot farms. The settlements extended 23 kilometres along the north bank of the river. Log farmsteads (some of which stand today) were established close to the river and Métis settlers began farming the fertile bench lands.



FIGURE 2: OLD FERRY AT PAKAN
NORTH SASKATCHEWAN RIVER

Many features of the Métis and Ukrainian settlement patterns remain on the north side of the river in Smoky Lake County, including hedgerows and shelterbelts consistent with the river lot system established between 1865 and 1870.

The Victoria District was designated a National Historic Site by the Minister of Canadian Heritage in 2001, on the advice of the National Historic Sites and Monuments Board of Canada. A Commemorative Statement of Integrity that describes the heritage values of the Victoria District was completed in 2008.

2.2 ENVIRONMENTAL FEATURES

All lands within the plan area are within the White Earth subwatershed of the larger North Saskatchewan River watershed. Developed and undeveloped lands adjacent to the river form part of its natural riparian areas – an important transition area that affects the quality and quantity of overland water entering the river. The riparian areas also supports a wide diversity of plant and animal life.

Several quarter sections of land within the IDP area are identified as Environmentally Significant Areas (ESAs). The Alberta Merged Wetland Inventory also notes the presence of several wetland areas within (and immediately adjacent to) the IDP area. ESAs and wetlands are identified on **Map A.1 – Local Features**.

2.3 CURRENT LAND USE AND DEVELOPMENT

The majority of developed properties in the plan area are used for agricultural purposes. This includes crop cultivation, livestock foraging, and farmstead development.

Residential development in the IDP area is very limited; multi-lot country residential developments in Smoky Lake County are located within the north half of 12-58-18-W4. Where residential developments exist in the IDP area they are often in association with an existing farmstead or are surrounded by agricultural lands.

The Victoria District is located in the central portion of the IDP area, within Smoky Lake County. The Victoria District is a National Historic Site, recognized for its unique cultural landscape, through highly visible and intact physical attributes. The Victoria District represents an exceptional illustration in one concentrated area of major themes in Prairie settlement, including:

- The development of the fur trade;
- The establishment of the Métis river lot system;
- The arrival of missions;
- Prairie agricultural development; and
- The establishment of eastern European immigrants at the beginning of the 20th century.

Significant land use features within the Victoria District include: the Victoria Settlement Provincial Historic Site, several preserved historical buildings, the Victoria Trail, the orientation, cultivation patterns, and shape of lots adjacent to the Victoria Trail, and Metis Crossing. Metis Crossing is the first major Métis cultural interpretive destination in Alberta and represents a significant attraction and destination with the IDP area. The Alberta Metis Cultural Interpretative Centre provides space for cultural interpretation, education, gatherings, and business development on the 512 acre site. The next phase of development includes a 40 room boutique lodge which will provide visitors to the area with overnight accommodations, a fine dining venue to showcase traditional Metis cuisine, and experience additional cultural and tourism activities within the Smoky Lake and Lamont County regions.

Future land use and development in the Victoria District is guided by Smoky Lake County's Victoria District ASP. The boundaries of the ASP and the location of the noted historic sites are identified on **Map A.3 – Historic and Cultural Features**.

Within the Lamont County portion of the IDP area (within LSD 12 in SW 18-58-W4) is the Presentation of the Blessed Virgin Mary Ukrainian Catholic Church. The Church is a wood frame structure constructed on a cruciform plan with a large central onion-shaped dome in the Byzantine tradition. It faces west on a slight rise on a landscaped site, less than a mile north of the crossroads that mark the site of the former rural community of Delph, in Lamont County.



2.4 TRANSPORTATION

The north and south portions of the IDP area are connected via two provincial highway bridges: Highway 831 in the west, and 855 in the central portion of the plan area. In the southern portion of the IDP area, properties are accessed via unpaved County roads developed to a rural standard. In the northern portion of the IDP area, the Victoria Trail serves as a major east-west thoroughfare, generally following the course of the North Saskatchewan River. The Victoria Trail is predominately unpaved, and developed to a rural standard. The Victoria Trail has been designated a Municipal Historic Area by Smoky Lake County, under the *Alberta Historical Resources Act* (Bylaw 1370-20). Additional unpaved roads extend from the Victoria Trail to provide access to properties within the plan area.

2.5 AGGREGATE EXPLORATION AND EXTRACTION

Within (and adjacent to) the Plan Area on both sides of the North Saskatchewan River are several sites where aggregate resources are actively being explored and extracted. Existing and future aggregate exploration and extraction operations conform to municipal and provincial regulations. The location of current (and past) aggregate operations in the IDP area include:

LEGAL LOCATION	MUNICIPALITY	STATUS
Pt. SW 25-57-18-W4	Lamont County	Not in Operation
NE and NW 28-57-18-W4	Lamont County	In Operation
SE 36-58-20-W4	Smoky Lake County	In Operation
Pt. RL-10-58-17-W4	Smoky Lake County	In Operation
SW-10-58-17-W4	Smoky Lake County	In Operation
HB-17-58-17-W4	Smoky Lake County	In Operation
RL-2-58-17-W4	Smoky Lake County	In Operation
NW-30-58-16-W4	Smoky Lake County	In Operation
NE-30-58-16-W4	Smoky Lake County	In Operation
SE-30-58-16-W4	Smoky Lake County	In Operation
SW-29-58-16-W4	Smoky Lake County	In Operation
NW-29-58-16-W4	Smoky Lake County	In Operation
SE-29-58-16-W4	Smoky Lake County	In Operation

2.6 PLAN BOUNDARY

The Smoky Lake County & Lamont County IDP extends the entire length of the boundary between the two Counties, following the natural course of the North Saskatchewan River. Lands within 1.6 km of the boundary are included in the IDP area; where possible, existing property/quarter section boundaries are used to provide a more easily defined plan boundary. For more information, see **Map 7.22 – Plan Area and Referral Area Boundaries**



3 GENERAL LAND USE AND DEVELOPMENT

This section includes general policies that apply throughout the entire IDP area, in both Smoky Lake and Lamont Counties.

These policies address:

- Existing and planned developments;
- Environment and watershed management;
- The preservation and avoidance of historic resources;
- Transportation and signage;
- Natural resource exploration and extraction; and
- Requirements for local-scale planning.

Goal: Subdivision and development within the IDP area is orderly, efficient, environmentally responsible, and is consistent with approved statutory plans and Land Use Bylaws.

3.1 EXISTING AND PLANNED DEVELOPMENT

Policy 3.1.1	Where not explicitly indicated in the IDP, the policies and requirements in the respective MDPs shall take precedence.
Policy 3.1.2	The Counties shall provide development opportunities within their jurisdictions which maintain and enhance the character of their respective communities.
Policy 3.1.3	Essential public uses and utility services shall be allowed throughout the IDP area.
Policy 3.1.4	<p>If provided for in the applicable municipality's Land Use Bylaw, seasonal camps, campgrounds, and institutional uses may be allowed within the IDP area on sites that do not exhibit the following features:</p> <ol style="list-style-type: none"> a. Wetlands; b. Significant ecological features, significant habitat areas and/or protective notations; c. Steep slopes in excess of 15%; and d. Significant recharge areas. <p>Where these features are present, the development footprint shall be designed to exclude these features and should meet the minimum buffering and setback requirement identified in the applicable County's Municipal Development Plan (or Area Structure Plan) and Land Use Bylaw, unless an alternative setback is recommended in a report prepared by a qualified professional.</p>

3.2 ENVIRONMENT AND WATERSHED MANAGEMENT

Policy 3.2.1	Low impact infrastructure and landscaping design shall be encouraged within the IDP area minimize impacts of development and redevelopment on the North Saskatchewan River.
Policy 3.2.2	The installation of erosion and sediment control shall be encouraged during construction and landscaping on private and public lands within the IDP area.
Policy 3.2.3	The Counties shall require landowners and development proponents to manage post-development activities on lots to prevent the degradation of surface water and ground water quality.
Policy 3.2.4	The Counties will encourage farmers to keep grazing animals away from watercourses and water bodies, including wetlands.
Policy 3.2.5	Development on lands identified as Environmentally Significant Areas (ESAs) by the Province of Alberta may be required to include as an application requirement, an Environmental Impact Assessment or Biophysical Assessment which provides sufficient information to ensure that important ecological features on the site are maintained and protected, as outlined in the respective County MDP.
Policy 3.2.6	Setbacks from the North Saskatchewan River, water bodies, watercourses, and wetlands, and other environmentally significant areas affecting new development shall generally be in accordance with the policies

	<p>of the respective County’s Municipal Development Plan and Land Use Bylaw and shall take into consideration the guidelines and/or recommendations of:</p> <ol style="list-style-type: none"> Qualified professionals; and/or The Government of Alberta’s Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta’s Settled Region; and/or The North Saskatchewan Watershed Alliance’s Municipal Guide, Planning for a Healthy and Sustainable North Saskatchewan River Watershed; ESRD Recommended Setbacks Chart (see Appendix C – Recommended Setbacks).
Policy 3.2.7	The dedication of Environmental or Municipal Reserve within the IDP area should be coordinated to promote maintenance contiguous wildlife corridors through undisturbed connected tree stands.
Policy 3.2.8	Environmental Reserve, Environmental Reserve Easements, and/or Conservation Reserves shall be established in accordance with Section 664 of the MGA. The boundaries of these area shall normally be defined using the recommendations from a Biophysical Assessment and/or wetland assessment, provided by the development proponent.
Policy 3.2.9	New developments in the IDP area shall be designed to reduce risk from wildfires. New development shall incorporate FireSmart Canada recommendations where appropriate into the site design, where appropriate.
Policy 3.2.10	The Counties may explore opportunities for intermunicipal collaboration on watershed management initiatives that protect and enhance the North Saskatchewan River.

3.3 HISTORIC RESOURCES

Policy 3.3.1	All applications for subdivision and new development on parcels identified by the Province as containing or potentially containing a historic resources must provide a Historic Resources Impact Assessment (HRIA) and letter of clearance from Alberta Culture, Multiculturalism and Status of Women. Where a HRIA has been waived by the department, a letter of clearance indicating that the HRIA is not required must be provided.
Policy 3.3.2	When reviewing proposals for new development applications within portions of the IDP area that are also within the Victoria District Area Structure Plan, the Development Authority shall have regard for potential impacts on the designation of the Victoria District National Historic Site.

3.4 TRANSPORTATION

Policy 3.4.1	The Counties will work collaboratively with Alberta Transportation and Alberta Infrastructure to ensure that highways and bridges in the IDP area are safe and efficient.
Policy 3.4.2	The Counties will work collaboratively to identify opportunities for the placement of signs along local roads and highways in each other’s municipality that may promote local businesses, cultural sites, important landmarks, and regional wayfinding.

3.5 NATURAL RESOURCES

Policy 3.5.1	Aggregate resource extraction shall be guided by the policies and regulations in the applicable County’s statutory plans and LUB, as well as applicable provincial and federal requirements.
Policy 3.5.2	Applications for subdivision and development in the Plan Area shall conform to setbacks established by the Alberta Energy Regulator (AER).
Policy 3.5.3	The Counties shall work with oil and gas infrastructure development proponents to discourage fragmentation of important natural features or agricultural lands by proposed oil and gas infrastructure in the IDP area.
Policy 3.5.4	The Counties shall work with oil and gas infrastructure development proponents to maintain the integrity of existing pipeline corridors within the Plan Area.



3.6 TOURISM AND RECREATION

Policy 3.6.1	Tourism and recreation opportunities in the region such as ecotourism, enhancements to existing trails, new trail development, staging areas and parks/campgrounds that respect agricultural land uses and environmentally sensitive lands, may be supported.
Policy 3.6.2	Collaboration with existing recreation and tourism groups to efficiently promote recreational tourism in the region will be encouraged.
Policy 3.6.3	Where appropriate, each municipality will endeavour to find efficiencies in bylaw enforcement through public education on recreational use near the North Saskatchewan River and the exploration of shared by bylaw services and existing mutual aid agreements.
Policy 3.6.4	The means of providing access to educational material regarding safe and responsible trail use, North Saskatchewan River health, off highway vehicle regulations, hunting regulations, and property ownership will be encouraged.
Policy 3.6.5	Public awareness of significant historic and cultural sites in the region will be promoted as part of heritage tourism efforts.
Policy 3.6.6	Both municipalities will work together to jointly advocate to the Province on issues related to tourism and recreation such as fishing to support tourism in the region.
Policy 3.6.7	Explore opportunities to work together on provincial and federal grant applications for recreation and tourism initiatives in the region.
Policy 3.6.8	Lamont County will explore opportunities to identify and promote the municipality's cultural and historic resources within the Plan Area.

3.7 REQUIREMENTS FOR AREA STRUCTURE PLANS

Policy 3.7.1	Requirements for when an ASP will be prepared for a planned development in the IDP area shall be as identified in the respective Counties' MDPs and LUBs.
Policy 3.7.2	<p>In consideration of a proposal for a redistricting, subdivision, or development permit application that requires Area Structure Plan the Approving Authority may require the following supporting studies and plans as part of the application:</p> <ol style="list-style-type: none"> a. Geotechnical & Groundwater Report to identify environmental hazard lands such as high water table, slope stability; b. Wetland Assessment to delineate and classify wetlands within the subject site; c. Biophysical Assessment to identify significant ecological features, water bodies and watercourses; d. Traffic impact assessment and circulation plan to ensure that the integrity of adjacent roads shall be maintained through the use of service roads and limited access points; e. Utility servicing plans which identifies location and facilities for servicing; f. Storm water management plans; g. Environmental Impact Assessment prepared in accordance with Alberta Environment and Parks (AEP) guidelines; h. Phase I environmental assessment to identify areas of potential contamination within the site; i. Development specific design standards including: architectural, landscaping and sign controls; j. Figures identifying suitable building sites; k. Historic Resources Impact Assessment (HRIA) or letter of clearance Alberta Culture, Multiculturalism and Status of Women if the proposed site contains a Historic Resource; l. Public consultation; m. Any other information or study determined necessary by the Subdivision and/or Development Authority for consideration of the application.



4 FUTURE LAND USE AREAS

Existing opportunities and constraints within the IDP area relating to the physical characteristics of the area, the location of existing municipal services, roadways, regional infrastructure, and the location of existing land uses were carefully reviewed to identify the preferred location for future development and land uses.

The Future Land Use Concept for the Smoky Lake County & Lamont County Intermunicipal Development Plan is established on **Map 7.3 – Future Land Use**. Development and subdivision within the IDP area shall be consistent with **Map 7.3 – Future Land Use** and the policies in this section.

Policies for specific land uses in the IDP area are provided for in the subsequent subsections. **Map 7.3 – Future Land Use** includes the following Future Land Use and Overlay Areas:

Goal: Land use within the IDP area promotes sustainable rural economic development and incorporates design features that minimize negative impacts on significant historical and environmental features.

AGRICULTURE AND RURAL DEVELOPMENT AREA	Includes lands intended for agricultural and rural residential consistent with: <ol style="list-style-type: none"> a. The respective Municipal Development Plans and Land Use Bylaws; and b. Provincial plans for Crown Land in the IDP area.
CULTURE AND TOURISM DEVELOPMENT AREA	Includes historically and culturally significant lands that will be developed for a range of rural agricultural, residential, commercial, institutional, and recreational uses, supported by an approved Area Structure Plan.

4.1 AGRICULTURE AND RURAL DEVELOPMENT AREA

The policies in this section apply to lands within the Agriculture and Rural Development Area on **Map 7.3 – Future Land Use**.

Policy 4.1.1	The continuation of existing agricultural uses shall be encouraged within this area to support the agricultural community.
Policy 4.1.2	Agricultural uses allowed within the Agriculture and Rural Development Area shall be those uses identified in the agricultural land use districts of the respective County's LUB.
Policy 4.1.3	The Counties will encourage the implementation of Best Management Practices (BMPs) in agricultural operations to limit nutrients from entering watercourses (off-stream livestock watering, riparian areas vegetative buffers).
Policy 4.1.4	Subdivision and development for uses other than agricultural uses shall be designed to minimize the fragmentation of agricultural lands.
Policy 4.1.5	Subdivision of agricultural land shall comply with the respective County's MDP policies and the applicable provisions in County's LUB.
Policy 4.1.6	Multi-lot residential subdivision will be allowed only after the approval of an amendment to the respective County's MDP and LUB, placing the lands affected by the proposed subdivision or development into an appropriate residential land use district.
Policy 4.1.7	New multi-lot residential subdivision shall not be allowed unless an ASP has been approved by the respective County as per the requirements in the County's MDP. The ASP referral process shall be consistent with the referral policies in Section 5.4 .
Policy 4.1.8	New residential development shall be discouraged from locating on lands that are subject to slope instability or high water tables which would make the site hazardous or unsuitable for the construction of a dwelling.
Policy 4.1.9	The retention of vegetative cover shall be encouraged within residential developments in the Agriculture and Rural Development Area to control surface water runoff.
Policy 4.1.10	The maximum parcel density allowed per quarter section shall be in accordance with the respective County's MDP.
Policy 4.1.11	Heavy industrial uses will only be allowed within the Agriculture and Rural Development Area if: <ol style="list-style-type: none"> a. Developed and/or approved for development at the time of this IDP's adoption; or



	<ul style="list-style-type: none"> b. Provided for in the respective County’s LUB; or c. Supported by an approved ASP or Conceptual Scheme.
Policy 4.1.12	<p>Land uses and developments that may create negative offsite impacts on surrounding properties by way of:</p> <ul style="list-style-type: none"> a. Noise; b. Pollution; c. Dust control; d. Smell; and/or e. Fragmentation of local viewscales <p>shall be discouraged from being developed in portions of the Agriculture and Rural Development Area that may affect existing or proposed developments in the Culture and Tourism Area.</p>
Policy 4.1.13	<p>Proposals from subdivision and/or development described in Policy 5.1.13 shall be subject to the policies of Section 5.4 - Circulation and Referral.</p>

4.2 CULTURE AND TOURISM AREA

The policies in this section apply to lands within the Culture and Tourism Area on **Map 7.3 – Future Land Use**.

Policy 4.2.1	The development of lands within the Culture and Tourism Area shall be guided by an approved Area Structure Plan or Conceptual Scheme.
Policy 4.2.2	Lands within the Culture and Tourism Area may be developed for a range of rural agricultural, residential, commercial, institutional, and recreational uses.
Policy 4.2.3	Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.
Policy 4.2.4	Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.



5 COOPERATION

5.1 PLAN ADMINISTRATION

Adoption

Policy 5.1.1	The Counties agree that the policies contained within this IDP apply to lands identified on Map 7.2 – Plan Area and Referral Area Boundaries and that this IDP does not have any jurisdiction on lands outside of the IDP area.
Policy 5.1.2	Any amendments to other statutory plans that are required to implement the policies of this IDP shall be done simultaneously with the adoption of this IDP.

Approving Authorities

Policy 5.1.3	Each County's Subdivision Authority and Development Authority shall ensure that their decisions are consistent with the IDP.
Policy 5.1.4	Smoky Lake County shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of Smoky Lake County.
Policy 5.1.5	Lamont County shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of Lamont County.

Enactment

Policy 5.1.6	The policies within this IDP come into force once the Counties have given third reading to the bylaws adopting the IDP.
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Amendment

Policy 5.1.7	Annually, the Administrations of the Counties and the Intermunicipal Planning Committee shall communicate and (if deemed necessary), meet to determine if any amendments to the IDP are required.
Policy 5.1.8	If an amendment is deemed necessary by the Counties then the results of the review shall be presented to each participating municipality's Council; either jointly or separately. The Councils shall determine if any amendments are to be proceeded with and direct municipal administration to commence with a public IDP amendment process.
Policy 5.1.9	Amendments to this IDP may also be initiated by individuals (e.g. residents, development proponents, etc.). When an amendment is proposed by an individual, it shall first be applied for to the municipality in which the subject property lies. If the proposed amendment affects only the text of the IDP, rather than a specific titled area within the plan boundary, the proposed amendment shall be made to both Counties concurrently.
Policy 5.1.10	The IDP shall be comprehensively reviewed every five years, from the date on which the IDP comes into effect, independently or as part of the review of the Intermunicipal Collaboration Framework shared between the Counties.

5.2 INTERMUNICIPAL PLANNING COMMITTEE

Policy 5.2.1	The Intermunicipal Planning Committee (IPC) will be established upon third reading of the Bylaw adopting the IDP.
Policy 5.2.2	The IPC will not be a decision-making body, but will submit recommendations to the approving bodies of the respective Counties, striving for consensus as much as possible.
Policy 5.2.3	The IPC will be comprised of: <ol style="list-style-type: none"> a. Two members of the Council of Smoky Lake County (voting members); b. Two members of the Council of Lamont County (voting members);

	<ul style="list-style-type: none"> c. The Chief Administrative Officer of Smoky Lake County, or their designate (non-voting member); d. The Chief Administrative of Lamont County, or their designate (non-voting member); and e. Other staff as required to provide technical support to the IPC (non-voting member(s)).
Policy 5.2.4	The Councils of each County may appoint alternative members, should any member not be able to attend an IPC meeting.
Policy 5.2.5	The Chief Administrative Officers of each municipality may appoint another member of their municipality's Administration to serve as an alternate non-voting member.
Policy 5.2.6	The IPC shall establish its own rules of procedure, including its own schedule of meetings.
Policy 5.2.7	Meetings should be called at the pleasure of the IPC Chair as required.
Policy 5.2.8	At minimum, The IPC shall communicate with all members via email on an annual basis to determine if a meeting of the IPC is requested by a member to discuss issues concerning the implementation of the IDP. If no request for a meeting is made, then a meeting of the IPC shall not be required.
Policy 5.2.9	The IPC shall not deal with all development matters within the IDP area. Rather, it will deal with all matters referred to it in the manner described in this IDP.
Policy 5.2.10	<p>The IPC has the following functions:</p> <ul style="list-style-type: none"> a. To clarify the intent and interpretation of the IDP; b. To develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the IDP area that reflect the policies and guidelines set out in the IDP; c. To review and comment on applications to amend the IDP; d. To review and comment on development matters referred to the IPC in accordance with this IDP; e. To participate in the dispute resolution process, as outline in Section 6; and f. To undertake such other matters as it deems reasonable and as are referred to it by either County's Council or Administration.

5.3 COMMUNICATION

Policy 5.3.1	The Council and Administration of each County shall encourage and work to improve intermunicipal communication and cooperation.
Policy 5.3.2	The Counties will maintain open lines of communication to resolve misunderstandings and problems in order to capitalize on opportunities for mutual benefit.
Policy 5.3.3	The Counties may explore joint economic initiatives, joint servicing initiatives, and profit sharing agreements as the need arises to support development within the IDP area.

5.4 CIRCULATION AND REFERRAL

Referral Requirements

Policy 5.4.1	<p>The Counties agree that each County's Subdivision Authority and/or Development Authority will notify the other County's Administration of the following items which affect lands within the Referral Area identified on Map 7.2 – Plan Area and Referral Area Boundaries:</p> <ul style="list-style-type: none"> a. A proposed Municipal Development Plan, or amendment thereto; b. A proposed Land Use Bylaw, or amendment thereto; c. A proposed Area Structure Plan or Conceptual Scheme, or any amendment thereto; or d. A proposed subdivision or development permit application that would: <ul style="list-style-type: none"> i. Significantly impact local viewsapes within view of the Culture and Tourism Development Area; ii. Create significant negative offsite impacts (such as noise, odour, pollution, dust, etc.); iii. Create a significant impact on municipal or provincial infrastructure; or
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	<p>iv. Impact infrastructures system(s) within the adjacent County or operated as part of a regional system.</p> <p>Comments shall be sent by the responding municipality to the approving authority within 14 calendar days of the date of the referral, as identified in the Administration Review portion of Section 6.4 unless an alternate time period has been agreed to by both Counties.</p>
Policy 5.4.2	Depending on the nature of the proposed application for subdivision or development, and at the specific request of the respective County's Administrations, the IPC may provide recommendations related to the proposed application, as identified in the IPC Review portion of Section 5.4.4 .

Administration Review

Policy 5.4.3	Where a referral is required, the referring County shall provide complete information concerning the matter to the other County's Administration. The administrative review shall proceed according to the following process:
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STEP	TIMELINE	ACTION
1 Referral to Administration	As matters Arise	Where a referral is required, the referring municipality shall provide complete information concerning the matter to the responding municipality's administration.
☺ Resolution or Next Step ▼		
2 Evaluation of the referral by Administration	Within 14 days of receipt of the referral	The Administration of the responding municipality will undertake an evaluation of the matter and provide comments in writing to the administration of the referring municipality within 14 days of receipt of the referral. Should no comments be received within the 14 days, the referring municipality may proceed with the issuance of a decision/next reading of the bylaw.
☺ Resolution or Next Step ▼		
3 Meeting of Administrations	Within 7 days of receipt of comments	If there are any objections, the two administrations shall meet and discuss the issue and attempt to resolve the matter within 7 days of the referring municipality's receipt of the comments provided by the responding municipality.
☺ Resolution or Next Step ▼		
4 Resolution or referral to the IPC	Within 7 days of the meeting	If the administrations resolve the objection, the responding municipality will formally notify the referring municipality in writing, within 7 days of the resolution. The referring municipality will proceed with the processing of the application and issue a decision within the legislated timeframe or proceed to the next reading of the bylaw adoption process. In the event that the objection is not resolved at the administrative level within 7 days of the meeting of administrations, the referring municipality's administration shall refer the matter to the Intermunicipal Planning Committee.
☺ Resolution or Next Step ▼		



IPC Review

Policy 5.4.4

Matters referred to the IPC for review shall proceed according to the following process:

STEP	TIMELINE	ACTION
1 IPC Meeting	Within 30 days of a referral	Upon referral of a matter to the IPC, the IPC will schedule a meeting to be held within 30 days of the referral. The Administrations of the Counties will present their positions on the matter to the IPC.
☺ Resolution or Next Step ▼		
2 IPC Report	Within 7 days of IPC meeting	<p>After consideration of the matter, the IPC shall provide a recommendation report to the Counties that:</p> <ul style="list-style-type: none"> a. Provides recommendations to both administrations with respect to the matter that should be considered to make it more acceptable to the Counties; and b. Identifies whether a consensus position of the IPC in support of (or in opposition to) the matter has been reached. <p>If no consensus position is reached by the IPC, the IPC may request that the Counties employ a facilitator to assist the IPC to work towards a consensus position.</p> <p>If the matter cannot be satisfactorily resolved following the IPC review, the IPC may recommend that a decision in the matter be deferred until the matter can be reviewed by both Councils.</p>
☺ Resolution or Next Step ▼		
3 Counties' Responses to the IPC Report	Within 30 days of the IPC Report	<p>Within 30 days of receiving a recommendation report from the IPC, the Counties will each provide the IPC with written notices:</p> <ul style="list-style-type: none"> a. Acknowledging their respective Councils' receipt of the report; and b. Identifying how they intend to proceed with the referral issue. <p>The Counties will provide copies of their notice to the IPC and to one another, so that the referring County can determine how to proceed.</p>
☺ Resolution or Next Step ▼		



6 RESOLVING DISPUTES

Policy 6.1.1	The Counties agree that disputes relating to the IDP shall be restricted to the following: <ol style="list-style-type: none"> Lack of agreement on proposed amendments to the IDP; Lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area; or Lack of agreement on an interpretation of this IDP.
Policy 6.1.2	Lack of agreement pursuant to Policy 6.1.1 of this IDP is defined as a statutory plan, LUB, or amendment to either that is given first reading by a Council and the other Council deems to be inconsistent with the policies of this IDP or detrimental to their planning interests as a municipality.
Policy 6.1.3	A dispute shall be limited to the decisions on the matters listed in Policy 6.1.1 . Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
Policy 6.1.4	The dispute resolution process may only be initiated by the Counties' Councils.
Policy 6.1.5	In the event the dispute resolution process is initiated, the County having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
Policy 6.1.6	The process for resolving intermunicipal disputes related to the IDP shall be in accordance with the figure below.

STEP	TIMELINE	ACTION
1 Administration Review	Up to 28 days	When a referral has been received, the Administration review shall be conducted as per the requirements of the Administration Review portion of Section 5.4 of this IDP. Failing resolution within 7 days of the meeting of Administrations, the dispute will be referred to the IPC.
☺ Resolution or Next Step ▼		
2 IPC Review	30 days to convene, 30 days to make a decision (unless an extension has been agreed to)	The IPC will convene to consider and attempt to resolve the dispute after conclusion of the Administration Review, as per the requirements of Policy 5.4.3 of this IDP.
☺ Resolution or Next Step ▼		
3 Request Facilitated Mediation	Within 15 days of IPC review	<p>If the dispute cannot be resolved through the IPC review, and the matter relates to one of the areas identified in Policy 6.1.1 of this IDP, then one or both of the Councils shall (by motion) initiate the dispute resolution process and provide notice to the other municipality upon receipt of the notice.</p> <p>The municipalities must appoint a mutually agreed upon mediator to attempt to resolve the dispute by mediation within 15 days of the conclusion of the IPC review.</p> <p>The initiating municipality must provide the mediator with an outline of the dispute.</p> <p>Mediation participants shall include one member of Council and one member of administration from each municipality.</p>



☺ Resolution or Next Step ▼		
4	Mediation	6 months from initial written notice (Step 1)
<p>The initiating County must provide the mediator with an outline of the dispute, and any agreed statements of facts.</p> <p>Mediator will be provided access to all records and documents that may be requested.</p> <p>The Counties must negotiate in good faith. Mediation costs will be shared equally.</p>		
☺ Resolution or Next Step ▼		
5	Mediation Report	21 days after mediation conclusion
<p>The initiating municipality provides a report to the responding municipality identifying areas of agreement and disagreement.</p>		
☺ Resolution or Next Step ▼		
6	Appoint Arbitrator	Within 30 days of a referral
<p>If the dispute has not been successfully resolved at the end of mediation, the Counties will appoint a mutually agreed-upon arbitrator or file an intermunicipal dispute with the Municipal Government Board.</p> <p>If the Counties cannot agree on an arbitrator, a request will be made by the initiating County to Alberta Municipal Affairs for one to be selected.</p> <p>The initiating County will provide the mediation report to the arbitrator.</p>		
☺ Resolution or Next Step ▼		
7	Binding Arbitration	1 year after initial written notice
<p>To be held in accordance with the Intermunicipal Collaboration Framework Regulation.</p> <p>Costs to be paid as per the Intermunicipal Collaboration Framework Regulation.</p> <p>The arbitrator's decision to be provided through an order.</p> <p>If the Counties resolve the dispute during arbitration, a report is required to be provided by the initiating County to the responding County.</p>		

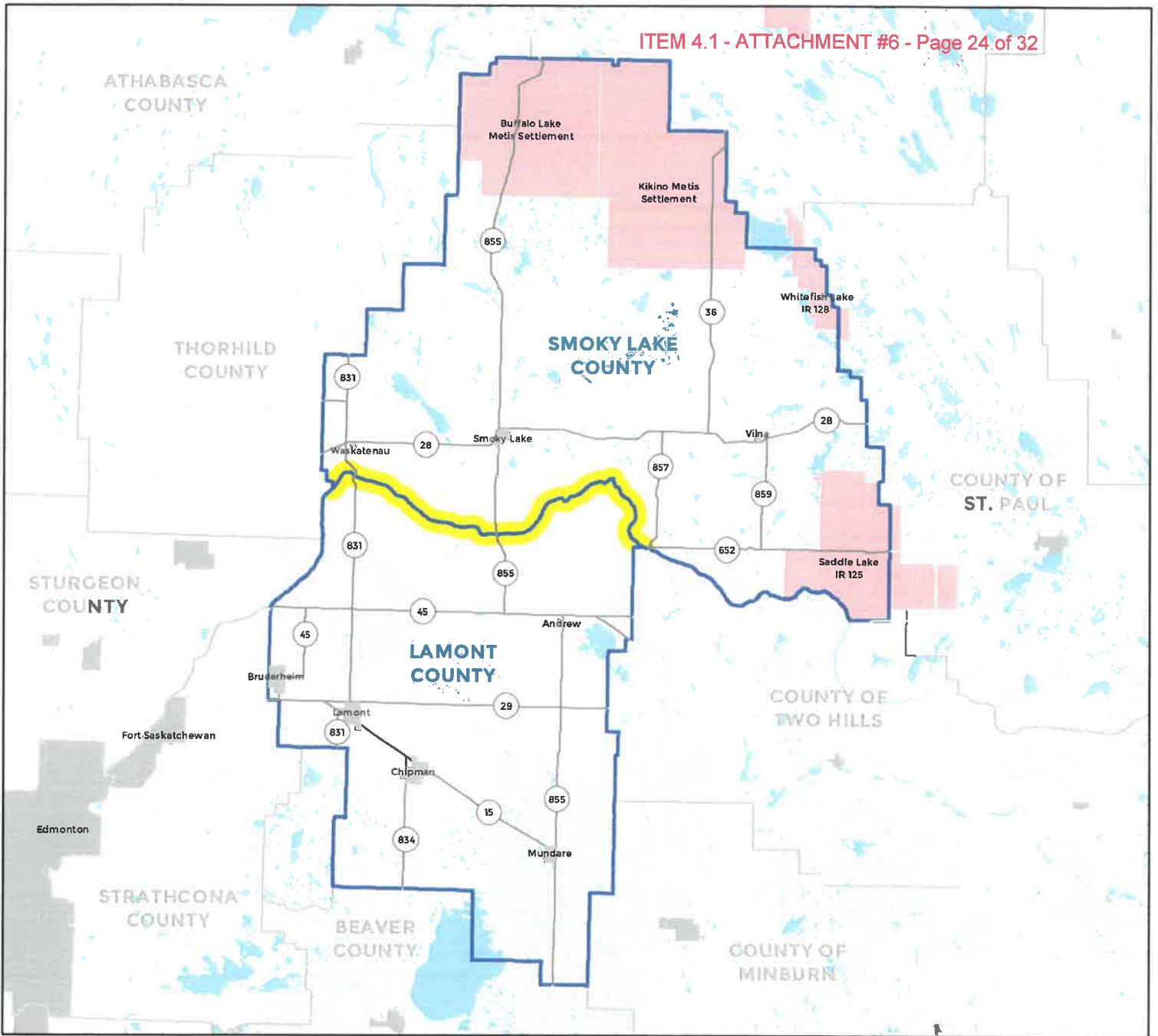


7 MAPS

7.1 REGIONAL LOCATION

7.2 PLAN AREA AND REFERRAL AREA BOUNDARIES

7.3 FUTURE LAND USE







Smoky Lake County & Lamont County

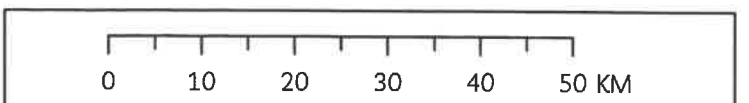
INTERMUNICIPAL DEVELOPMENT PLAN

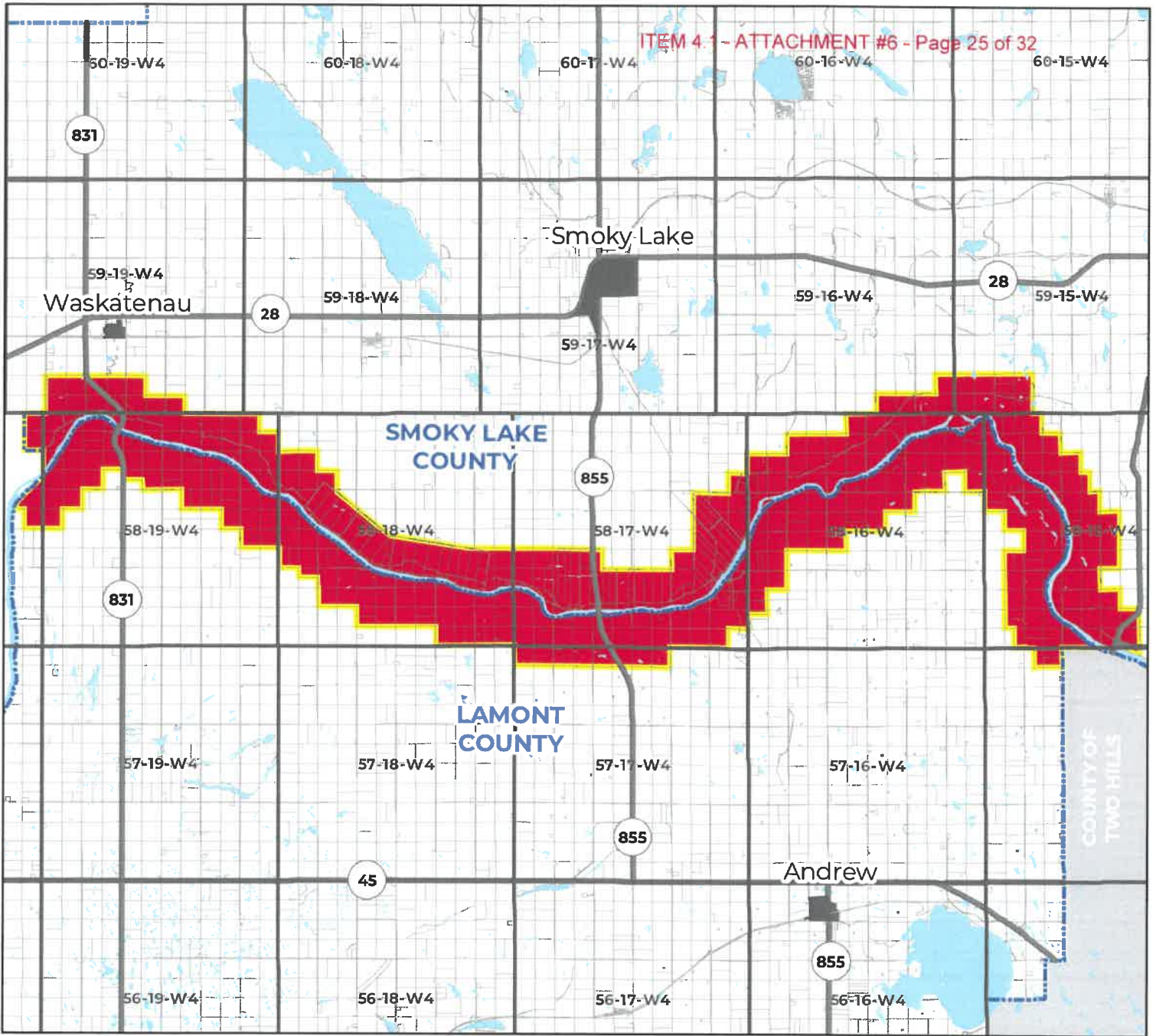


7.1 REGIONAL LOCATION

	Intermunicipal Development Plan Area
	Urban Municipality
	First Nation/Metis Settlement
	Water body

Digital Information:
 Geogratis, Geodiscover, Altalist
 Projection: UTM NAD 83 12N



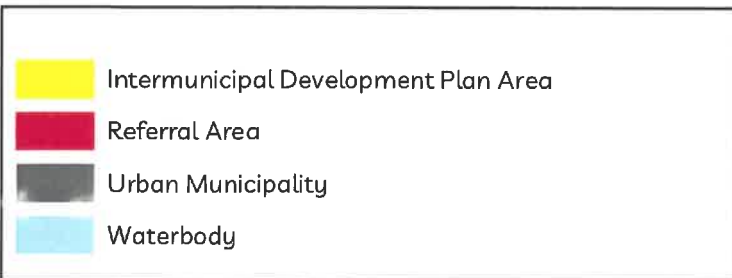


Smoky Lake County & Lamont County

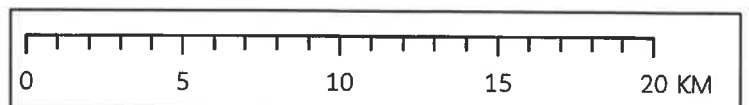
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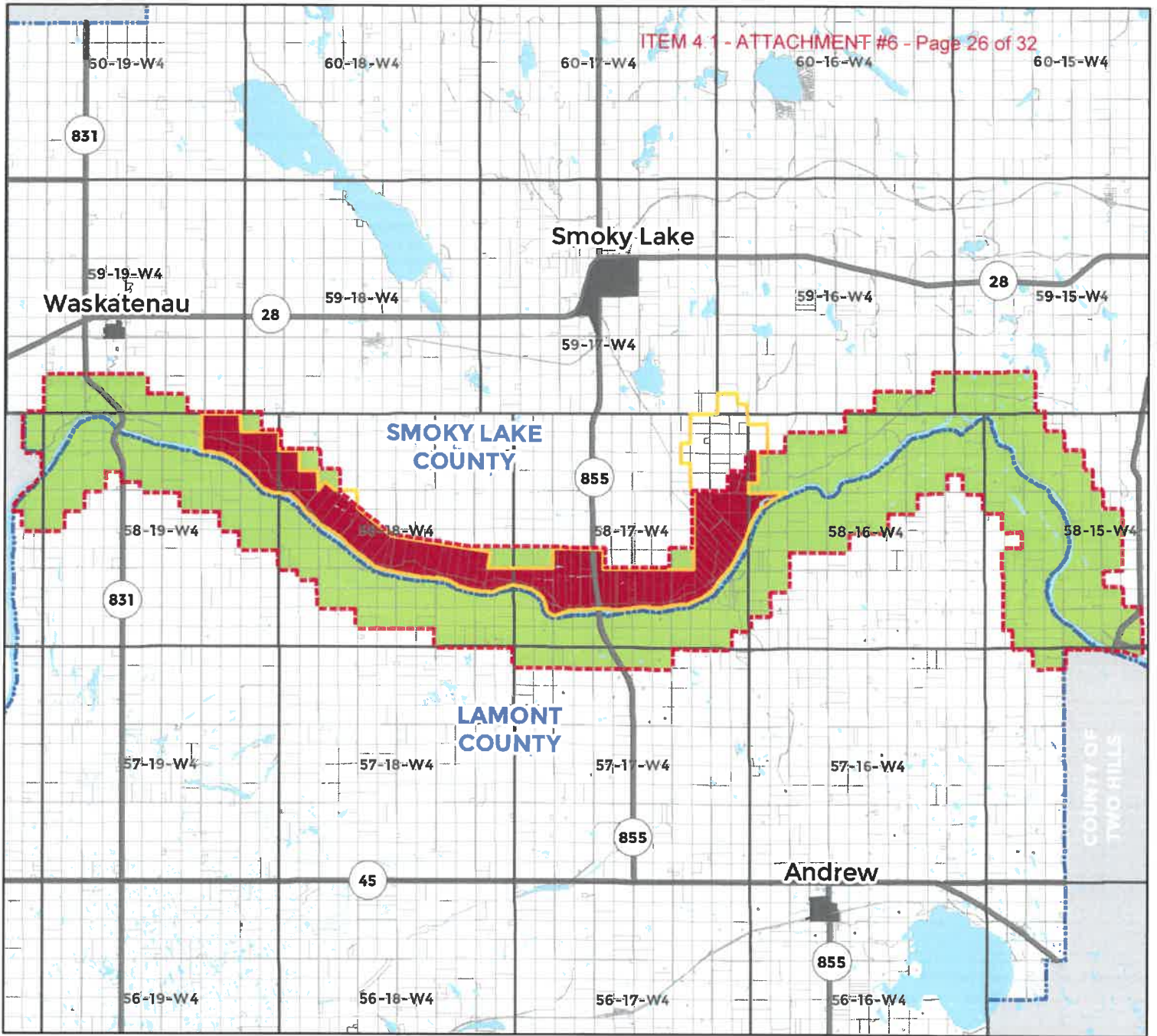


7.2 PLAN AREA AND REFERRAL AREA BOUNDARIES



Digital Information:
 Geogatis, Geodiscover, Altalist
 Projection: UTM NAD 83 12N





Smoky Lake County & Lamont County

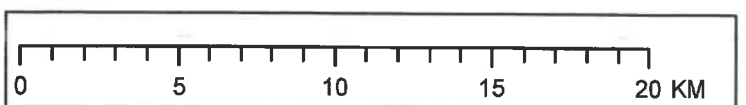
INTERMUNICIPAL DEVELOPMENT PLAN



7.3 FUTURE LAND USE



Digital Information:
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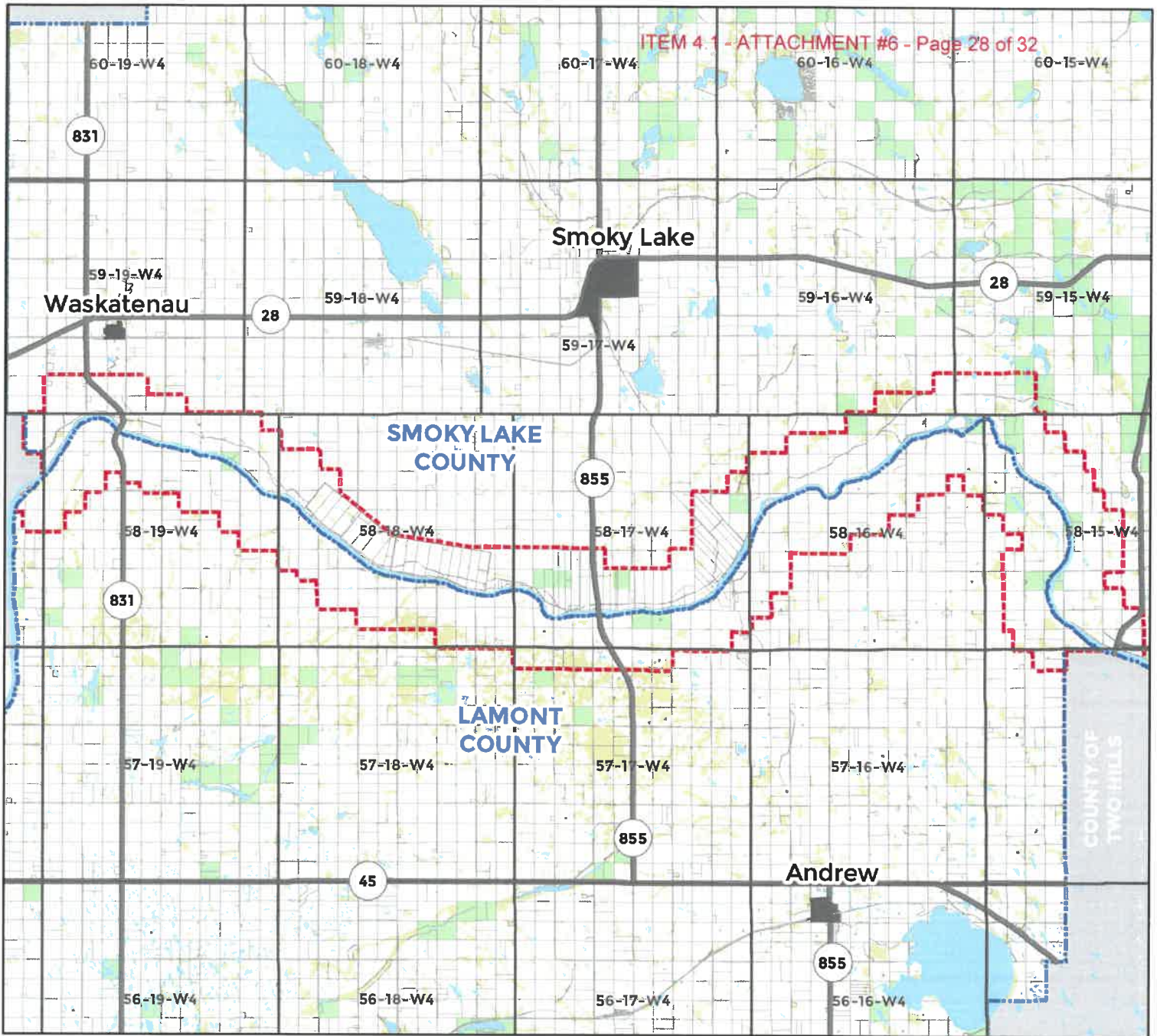
APPENDIX A – INFORMATION MAPS

A.1 LOCAL FEATURES

A.2 NATURAL RESOURCE DEVELOPMENT

A.3 HISTORIC AND CULTURAL FEATURES










Smoky Lake County & Lamont County

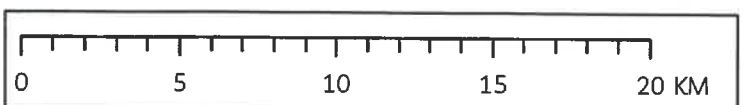
INTERMUNICIPAL DEVELOPMENT PLAN

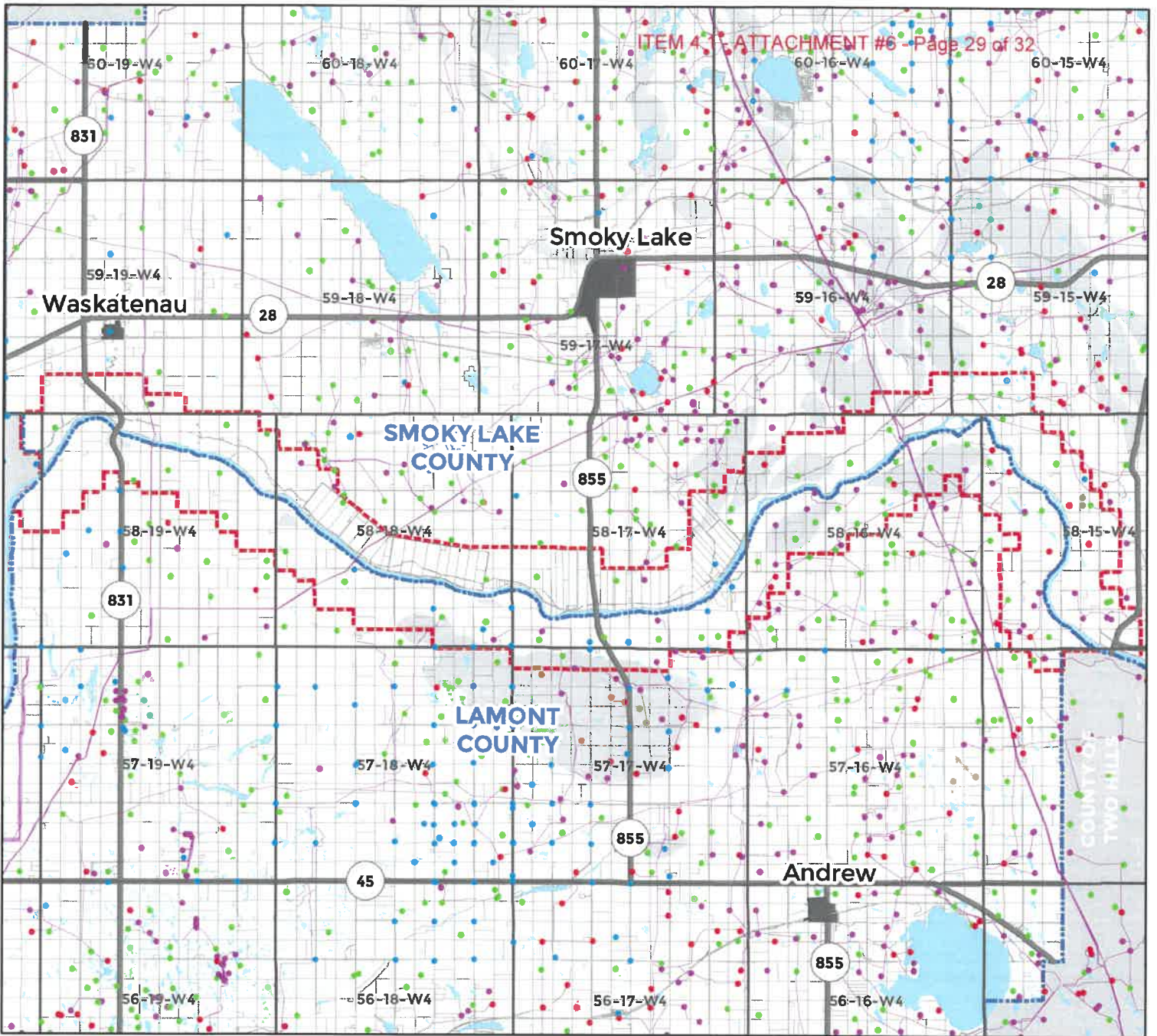


A.1 LOCAL FEATURES

-  Intermunicipal Development Plan Area
-  Urban Municipality
-  Waterbody
-  Environmentally Significant Area
-  Wetland (Alberta Merged Inventory)

Digital Information:
Geogratis, Geodiscover, Altalist
Projection: UTM NAD 83 12N





Smoky Lake County & Lamont County

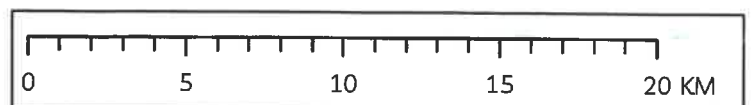
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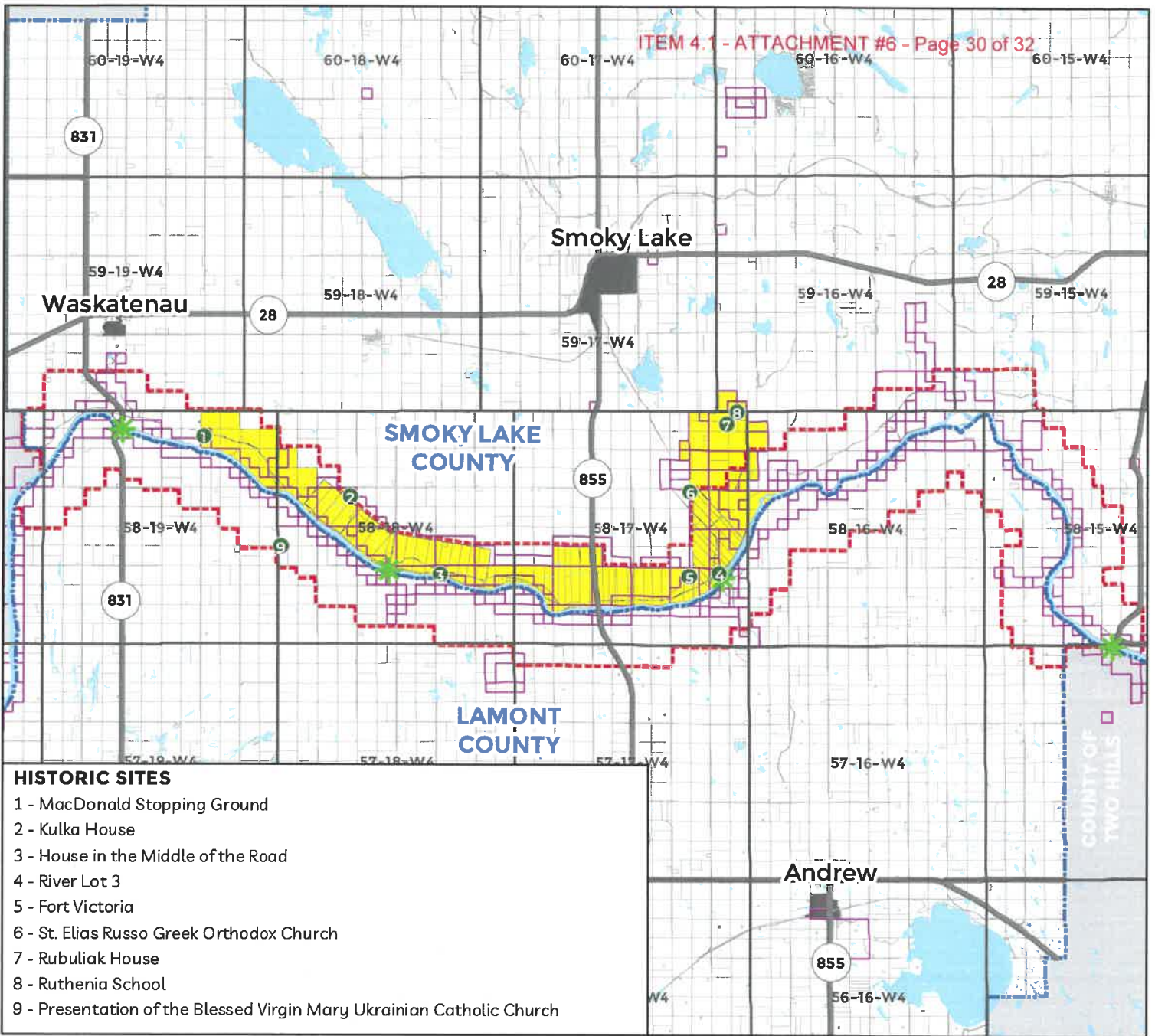


A.2 NATURAL RESOURCE DEVELOPMENT

	IDP Area		Issued/Active Well
	Urban Municipality		Abandoned Well
	Waterbody		Rec. Certified Well
	Potential Sand and Gravel		Rec. Exempt Well
	Pipeline		

Digital Information:
Geogatis, Geodiscover, Altalist
Projection: UTM NAD 83 12N





HISTORIC SITES

- 1 - MacDonald Stopping Ground
- 2 - Kulka House
- 3 - House in the Middle of the Road
- 4 - River Lot 3
- 5 - Fort Victoria
- 6 - St. Elias Russo Greek Orthodox Church
- 7 - Rubuliak House
- 8 - Ruthenia School
- 9 - Presentation of the Blessed Virgin Mary Ukrainian Catholic Church

Smoky Lake County & Lamont County

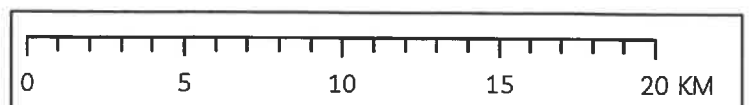
INTERMUNICIPAL DEVELOPMENT PLAN



A.3 HISTORIC AND CULTURAL RESOURCES

	Plan Area Boundary		Historic Site
	Urban Municipality		Former Ferry Crossing
	Victoria District ASP		Waterbody
	Historic Resources		

Digital Information:
Geogatis, Geodiscover, Altalist
Projection: UTM NAD 83 12N



APPENDIX B – INTERPRETATION

The Smoky Lake County & Lamont County Intermunicipal Development Plan has been written with the purpose of being document that can easily be read and used the Councils, Administrations, residents, and development proponents of both Counties. This section intends to provide greater clarity to the reader with respect to acronyms, common terms, actions, and the origins of key plan policies.

COMMON ABBREVIATIONS

ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ESA	Environmentally Significant Area
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	Municipal Government Act
NSRP	North Saskatchewan Regional Plan

COMMON ACTION VERBS

Policies are written in the active tense using **SHALL, MUST, WILL, SHOULD, or MAY** statements and are intended to be interpreted as follows:

Where **SHALL, MUST, or WILL** is used in a statement, the statement is considered **MANDATORY**, usually in relation to a declaration of action, legislative direction, or situation where a desired result is **REQUIRED**.

Where **SHOULD** is used in a statement, the intent is that the statement is strongly **ENCOURAGED**. Alternatives can be proposed where the statement is not reasonable or practical in a given situation, or where unique or unforeseen circumstances provide for courses of action that would satisfy the general intent of the statement. However, the general intent is for compliance.

Where **MAY** is used in a statement, it means there is a **CHOICE** in applying the statement and denotes discretionary compliance or the ability to alter the requirements as presented.



APPENDIX C – RECOMMENDED SETBACKS

Sustainable Resource Development Recommended Guidelines for Minimum Environmental Reserve/Easement Widths
 In reference to Section 664 of the *Municipal Government Act*, the following are recommended where a boundary to a proposed subdivision is a water body or watercourse.
 Table 1. Standard recommended minimum widths for Environmental Reserves or Environmental Reserve Easements based on type of water feature.

Water Feature	Minimum ER Width ²	Notes
Reservoirs & Regulated Lakes	30 m from right of way or easement boundary	A regulated lake is a lake where water levels are established to a predetermined elevation and actively managed through use of a licensing requirement (e.g. to pump water into the water body).
Lake (natural & controlled)	30 m from natural boundary	On controlled lakes, 30 m from sill elevation of licensed control structure.
Swamp/wetland ¹	Variable, include wet meadow zone	Wet meadow zone can be extensive in some situations, and in these instances the ER should be wide enough to preserve ecological function.
Large River (> 15m width)	30+ m	See additional requirements for hazardous lands.
Small River/Large Stream (6-15 m)	15 m	See additional requirements for hazardous lands.
Medium Stream (3 - 6 m)	10 m	See additional requirements for hazardous lands.
Small Stream (< 3 m)	6 m	See additional requirements for hazardous lands.
Ephemeral watercourse (no defined channel)	0 m	Use bylaw to regulate tree cutting within a defined distance from feature to maintain riparian vegetation and drainage.
Braided Stream	10 m from outside boundary of active floodway	

¹ Sustainable Resource Development views the term "swamp" to mean any area with hydrological conditions of sufficient duration to have developed saturated soils and hydrophytic vegetation (i.e. wetlands or peatlands).

² In addition to the recommended ER width for the water feature itself, associated landscape features may require the ER width to be modified to factor in additional inherent hazards to development.

For lands described in section 664(1)(b) of the *Municipal Government Act* (unsuitable for development because they are subject to flooding, have high risk of erosion, or have existing topographical or geo-technical constraints) the following are recommended.

Table 2. Additional factors that may necessitate an increase in the width of an Environmental Reserve or Environmental Reserve Easement.

Hazardous Lands	ER Modifier	Notes
Floodplain	<ul style="list-style-type: none"> The width of the 1:100 year flood line or 30m from the natural boundary of a watercourse or lake, whichever is less. The width of meander belt for watercourses that tend to meander or entire floodplain if it is highly constrained within a confined valley. 	<ul style="list-style-type: none"> Residential development within a floodplain is discouraged. Development within flood fringe area should only be considered if flood proofing undertaken to reduce risk of flood damage. Flood risk mapping or delineation of the 1:100 year flood line generally defines the extent of expected flood occurrence (see Alberta Environment policy and guidelines). The width of a meander belt is determined by multiplying bankfull width by 20 for each reach, and is split equally on either side of creek along axis of meander belt.
Erosion prone areas	Provide for a toe erosion allowance.	Consider highly erosive soils and annual recession rates.
Gully, ravine, coulee, or valley escarpments	Provide for a stable slope allowance. Apply construction and building setbacks from this line.	Boundary of stable slope allowance measured from top of crest of plateau (terrace), valley slope or tableland.
Steep Slopes (>15%)	3X escarpment height or as recommended by a geotechnical report on slope stability, rate of erosion, etc.	



REQUEST FOR DECISION		DATE February 25, 2021	4.2
TOPIC	Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF) Proposed Smoky Lake County Bylaw 1391-21		
PROPOSAL	To adopt Bylaw 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF). © Attachment 1		
BACKGROUND	<p><u>August 27, 2019 – Smoky Lake County & Lamont County Intermunicipal Collaboration Framework and Intermunicipal Development Plan Preliminary Meeting</u></p> <ul style="list-style-type: none"> • A meeting was held to discuss the requirements of Intermunicipal Collaboration Frameworks (ICFs) & Intermunicipal Development Plans (IDPs), as well as the ICF/IDP project objectives • Specifically, the following requirements pertaining to ICFs were discussed: <ul style="list-style-type: none"> ○ MGA requirements; ○ Service Areas that must be addressed; ○ Bilateral Agreement; ○ Intermunicipal Collaboration Committee (ICC); ○ Shared infrastructure between the two municipalities (none currently exists); ○ Major road networks (provincial highways outside of the jurisdiction of the municipalities); and ○ Potential collaboration in Heritage Resource Management, Planning and Development and Emergency Services. <p><u>November 18, 2019 – Cost Estimate Received from Municipal Planning Services (MPS)</u></p> <ul style="list-style-type: none"> • Smoky Lake County received a cost estimate from Municipal Planning Services for consulting services related to the drafting of an Intermunicipal Development Plan and Intermunicipal Collaboration Framework between Smoky Lake and Lamont Counties © Attachment 2 <p><u>February 20, 2020 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion 519-20: <i>“That Smoky Lake County Council utilize the extension granted by the Minister of Municipal Affairs under the Ministerial Order No. MSL:047/18, to April 1, 2021, for the development of an Intermunicipal Collaboration Framework with Lamont County, and that notice shall be sent to Lamont County, informing them of Smoky Lake County’s motion, and requesting that Lamont County pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs.”</i> © Attachment 3 <p><u>September 17, 2020 – Smoky Lake County & Lamont County Intermunicipal Collaboration Committee Meeting</u></p> <ul style="list-style-type: none"> • A meeting was held on September 17, 2020, to discuss the content of the ICF. • Following this meeting, a draft ICF was prepared by MPS for review by both councils. <p><u>February 3, 2021 – Public Participation Session</u></p> <ul style="list-style-type: none"> • A public participation session was held to obtain public input into the proposed Bylaw. • A summary of the public comments received is attached for reference. © Attachment 4 <p><u>February 12, 2021 – Intermunicipal Collaboration Committee Meeting</u></p> <ul style="list-style-type: none"> • A meeting of the ICC was held on February 12, 2021 to review the “What We Heard” document that was the product of the February 3, 2021 public participation session. 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
<ul style="list-style-type: none"> • Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom 			

- **Vision:** Leading the way in positive growth with healthy, sustainable, rural living.
- **Mission:** Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

Governance: Develop Intermunicipal Collaborative Frameworks: Q4 2018 – Q2 2020

**LEGISLATIVE, BYLAW and/or
POLICY IMPLICATIONS**

Municipal Government Act RSA 2000, Ch. M-26.

**Part 17.2
Intermunicipal Collaboration**

Definitions

708.26(1) In this Part,

(a) “arbitrator” means a person who is chosen as an arbitrator under section 780.35;

(b) “framework” means an intermunicipal collaboration framework entered into between 2 or more municipalities in accordance with this Part, and includes any amendments to a framework;

(c) “servicing plan” means the servicing plan, if any, required by a regulation under section 708.02.

(2) A reference in this Part to a municipality includes an improvement district.

Purpose

708.27 The purpose of this Part is to provide for intermunicipal collaboration frameworks among 2 or more municipalities

(a) to provide for the integrated and strategic planning, delivery and funding of intermunicipal services,

(b) to steward scarce resources efficiently in providing local services, and

(c) to ensure municipalities contribute funding to services that benefit residents.

**Division 1
Intermunicipal Collaboration Framework**

Framework is mandatory

708.28(1) Municipalities that have common boundaries must create a framework with each other by April 1, 2020 unless they are members of a growth management board.

(2) Municipalities that are members of the same growth management board may create a framework with other members of the same growth management board in respect of matters that are not addressed in the growth plan or the servicing plan.

(3) Municipalities that do not have common boundaries may be parties to a framework.

(4) A municipality may be party to more than one framework.

(5) Despite subsection (1), the Minister may by order exempt, on any terms and conditions the Minister considers necessary, one or more municipalities from the requirement to create a framework.

(6) For greater certainty, a municipality that is a member of a growth management board must create a framework with a municipality that is not a member of the same growth management board if they have common boundaries.

Contents of the framework

708.29(1) A framework must describe the services to be provided under it that benefits residents in more than one of the municipalities that are party to the framework.

(2) In developing the content of the framework required by subsection (1), the municipalities must identify which municipality is responsible for providing which services and outline how the services will be delivered and funded.

(3) Nothing in this Part prevents a framework from enabling an intermunicipal service to be provided in only part of a municipality.

(3.1) Every framework must contain provisions establishing a process for resolving disputes that occur while the framework is in effect, other than during review under section 708.32, with respect to

(a) the interpretation, implementation or application of the framework, and

(b) any contravention or alleged contravention of the framework.

(4) No framework may contain a provision that conflicts or is inconsistent with a growth plan established under Part 17.1 or with an ALSA regional plan.

(5) The existence of a framework relating to a service constitutes agreement among the municipalities that are parties to the framework for the purposes of section 54.

Court order to comply

708.291 If a municipality that is party to an intermunicipal collaboration framework fails to participate in the dispute resolution process set out in the framework or fails to comply with an agreement reached by the parties as a result of that process, any other party to the framework may apply to the Court of Queen's Bench for an order directing the municipality to comply with the process or agreement.

Conflict or inconsistency

708.31 If there is a conflict or inconsistency between a framework and an existing agreement between 2 or more municipalities that are parties to that framework, the framework must address the conflict or inconsistency and, if necessary, alter or rescind the agreement.

Term and review

708.32(1) The municipalities that are parties to a framework must review the framework at least every 5 years after the framework is created, or within a shorter period of time as provided for in the framework.

(1.1) Unless a framework provides otherwise, it may be reviewed at any time by agreement of all the municipalities that are parties to it.

(2) Where, during a review, the municipalities do not agree that the framework continues to serve the interests of the municipalities, the municipalities must create a replacement framework in accordance with this Part.

(3) Subsection (2) applies only to municipalities that are required under section 708.28(1) to create a framework.

Participation by Indian Bands and Metis settlements

708.321 Municipalities that are parties to a framework may invite an Indian Band or Metis settlement to participate in the delivery and funding of services to be provided under the framework.

Method of creating framework

708.33(1) In order to create a framework, the municipalities that are to be parties to the framework must each adopt a bylaw or resolution that contains the framework.

(2) Repealed 2019 c22 s10(35).

(3) In creating or reviewing the a framework, the municipalities must negotiate in good faith.

(4) Once the municipalities have created a framework, the municipalities must notify the Minister of the framework within 90 days of its creation.

Division 2 Arbitration

Application

708.34 This Division applies to municipalities that are required under section 708.28(1) to create a framework where

(a) the municipalities are not able to create the framework within the time required under section 708.28,

(b) when reviewing a framework under section 708.32, the municipalities do not agree that the framework continues to serve the interests of the municipalities and one of the municipalities provides written notice to the other municipalities and the Minister stating that the municipalities are not able to agree on the creation of a replacement framework, or

(c) the municipalities

(i) have an intermunicipal framework,

(ii) have attempted to resolve a dispute referred to in section 708.29(3.1) using the dispute resolution process under the framework, and

(iii) have been unsuccessful in resolving the dispute within one year after starting the dispute resolution process.

Arbitration

708.35(1) Where section 708.34(a), (b) or (c) applies, the municipalities must refer the matter to an arbitrator.

(2) The arbitrator must be chosen by the municipalities or, if they cannot agree, by the Minister.

(3) Any mediator who has assisted the municipalities in attempting to create a framework is eligible to be an arbitrator under this Division.

(4) In a case referred to in section 708.34(a) or (b), the arbitration process ends where the municipalities create a framework by agreement or the Minister terminates the arbitration and makes an order under section 708.412.

(5) In a case referred to in section 708.34(c), the arbitration process ends when the municipalities resolve their dispute by agreement, the arbitrator makes an award under section 708.36 or the Minister terminates the arbitration and makes and order under section 708.412.

(6) The *Arbitration Act* applies to an arbitration under this Division except to the extent of any conflict or inconsistency with this Division, in which case this Division prevails.

(7) No municipality may, by means of an intermunicipal collaboration framework or any other means, vary or exclude any provision of the *Arbitration Act* and, for greater certainty, section 3 of the *Arbitration Act* does not apply in respect of an arbitration under this Division.

(8) An arbitrator chosen by the Minister is not subject to challenge or removal under the *Arbitration Act* by the parties or any court, but any party may request the Minister to remove and replace the arbitrator and the Minister may do so if the Minister considers it appropriate and after considering the

reasons for the request and any response by the parties and the arbitrator.

(9) Section 42(2)(b) of the *Arbitration Act* does not apply in respect of an arbitration under this Division but the Minister may, at the Minister's discretion or at the request of any party or the arbitrator, terminate the arbitration and make an order under section 708.412.

(10) For greater certainty, nothing in this Division applies to an arbitration that occurs under the dispute resolution terms of a framework before the expiry of the year referred to in section 708.34(c)(iii).

Role of arbitrator

708.36(1) Where a dispute is referred to an arbitrator under section 708.35, the arbitrator must make an award that resolves the issues in dispute among the municipalities

(a) in the case of a framework that is required under section 708.28(1) to be created by April 1, 2020, within one year after that date, or

(b) in the case of a replacement framework, within one year from the date the arbitrator is chosen.

(2) Despite subsection (1), an arbitrator may, as part of the arbitration process,

(a) attempt mediation with the municipalities in an effort to resolve the issues in dispute, and

(b) if the mediation is successful, require the municipalities to complete the framework to reflect their resolution of the dispute within a specified time.

(3) An arbitrator's award may include provisions respecting the responsibility for parties to pay or to share in paying costs, fees and disbursements incurred in the arbitration process.

(4) An arbitrator may require a municipality to provide or to make available for the arbitrator's examination and inspection any books, records or other materials of the municipality, but nothing in this subsection requires the arbitrator to examine or inspect any books, records or other materials before making an award.

(5) Unless the arbitrator rules otherwise, hearings in the arbitration are open to the public.

(6) An arbitrator may solicit written submissions from the public and, if the arbitrator does so, the arbitrator must take into account any written submissions received.

(7) An arbitrator must not make an award

(a) that has the effect of granting, varying or otherwise affecting any licence, permit or approval that is subject to this Act or any other enactment,

(b) on any matter that is subject to the exclusive jurisdiction of the Municipal Government Board,

(c) that is contrary to the *Alberta Land Stewardship Act* or an ALSA regional plan,

(d) that is contrary to an intermunicipal development plan under Part 17 or a growth plan or servicing plan,

(e) that directs a municipality to raise revenue by imposing a specific tax rate, off-site levy or other rate, fee or charge, or

(f) that directs a municipality to transfer revenue to another

municipality, unless

(i) the revenue transfer is directly related to services provided by a municipality that the revenue-transferring municipality derives benefit from, and

(ii) the arbitrator considers it equitable to do so.

Matters to be considered by an arbitrator

708.38(1) In resolving a dispute, an arbitrator may have regard to

(a) the services and infrastructure provided for in other frameworks to which the municipalities are also parties,

(b) consistency of services provided to residents in the municipalities,

(c) equitable sharing of costs among municipalities,

(d) environmental concerns within the municipalities,

(e) the public interest, and

(f) any other matters that the arbitrator considers relevant.

Municipalities must adopt framework and amend bylaws

708.4(1) Where an arbitrator makes an award respecting a framework, the municipalities are bound by the award and must, within 60 days after the date of the award, adopt a framework in accordance with the award.

(1.1) A municipality must amend its bylaws, other than its land use bylaw, as necessary to reflect the framework within 2 years after adopting the framework.

(1.2) If there is a conflict or inconsistency between a bylaw and the framework, the framework prevails to the extent of the conflict or inconsistency.

(2) A municipality must not amend, repeal or revise its land use bylaw in a manner that is inconsistent with an intermunicipal development plan under section 631 to which the municipality is a party.

(3) A municipality must not amend, repeal or revise its bylaws to be inconsistent with a framework to which it is a party or an award of an arbitrator applicable to it.

Costs of arbitrator

708.41(1) Subject to an award of the arbitrator or an agreement by the parties, the costs of an arbitrator under this Part must be paid on a proportional basis by the municipalities that are to be parties to the framework as set out in subsection (2).

(2) Each municipality's proportion of the costs must be determined by dividing the amount of that municipality's equalized assessment by the sum of the equalized assessments of all the municipalities as set out in the most recent equalized assessment.

Remuneration of experts

708.411 Where an arbitrator appoints an expert, the expert must be paid on a proportional basis by the municipalities that are or will be parties to the framework, with each municipality's proportion of the costs to be determined in the same manner as is required under section 708.41(2) for an arbitrator.

Minister may make orders

708.412(1) Despite this Division or any arbitration occurring under this Division, the Minister may at any time make any order the Minister considers appropriate to further the development of a framework among 2 or more municipalities to carry out the purpose of this Part, including without

	<p>limitation, an order establishing a framework that is binding on the municipalities.</p> <p>(2) If there is a conflict or inconsistency between an order made by the Minister under this section and an action taken by a municipality or a growth management board, the Minister's order prevails to the extent of the conflict or inconsistency.</p> <p>Measures to ensure compliance with award 708.43(1) If a municipality fails to comply with section 708.4(1), any other municipality that is or will be a party to the framework may apply to the Court of Queen's Bench for an order requiring that municipality to comply with section 708.4(1).</p> <p>(2) If the Minister considers that a municipality has not complied with a framework, the Minister may take any necessary measures to ensure that the municipality complies with the framework.</p> <p>(3) In subsection (2), all necessary measures includes, without limitation, an order by the Minister</p> <ul style="list-style-type: none"> (a) suspending the authority of a council to make bylaws in respect of any matter specified in the order; (b) exercising bylaw-making authority in respect of all or any of the matters for which bylaw-making authority is suspended under clause (a); (c) removing a suspension of bylaw-making authority, with or without conditions; (d) withholding money otherwise payable by the Government to the municipality pending compliance with an order of the Minister; (e) repealing, amending and making policies and procedures with respect to the municipality; (f) suspending the authority of a development authority or subdivision authority and providing for a person to act in its place pending compliance with conditions specified in the order; (g) requiring or prohibiting any other action as necessary to ensure that the municipality complies with the framework.
BENEFITS	<ul style="list-style-type: none"> • Compliance with legislation • Avoid Arbitration • Formalization of existing agreements between the two municipalities • Framework for future collaboration and dispute resolution
DISADVANTAGES	<ul style="list-style-type: none"> • Nil.
ALTERNATIVES	<ul style="list-style-type: none"> • Take no action, or • Defer
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____ Budget Available: _____ Budgeted Costs: _____	Capital Costs: _____ Source of Funds: _____ Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Proposed Bylaw 1391-21 would establish a framework for collaboration, dispute resolution, & arbitration with neighboring Lamont County.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Once the ICF has been adopted, a notice will be placed on the County's website and in the Grapevine.

RECOMMENDATION

That Bylaw 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF), for the purpose of adopting an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, be given **FIRST READING**.

AND

That Bylaw 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF), for the purpose of adopting an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, be given **SECOND READING**.

AND

That Bylaw 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF), for the purpose of adopting an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, be given **PERMISSION** for **THIRD READING**.

AND

That Bylaw 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework (ICF), for the purpose of adopting an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, be given **THIRD and FINAL READING**, and that the Reeve and the Chief Administrative Officer to affix their signatures to all necessary documents and the corporate seal also be fastened where it is deemed necessary, and to send notice of the adoption of said Intermunicipal Collaboration Framework, to the Minister of Municipal Affairs, as per section 708.33(4) of the *Municipal Government Act*.

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1391-21

BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO ADOPT AN INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND LAMONT COUNTY.

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c. M-26 Section 708.28(1) and amendments thereto, mandates that municipalities which share a common boundary must create an Intermunicipal Collaboration Framework with one another;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c. M-26 Section 708.29 and amendments thereto, establishes the content of a framework that must be considered, including identification of the services provided on an intermunicipal basis, the municipality or municipalities responsible for providing the services, and how the services will be delivered and funded;

AND WHEREAS, Smoky Lake County and Lamont County are municipalities in a region with some common boundaries;

AND WHEREAS, Smoky Lake County and Lamont County share a common regional interest and are desirous of working together to provide services to their residents.

NOW THEREFORE, be it resolved that the Council of Smoky Lake County in the Province of Alberta, duly assembled hereby enacts as follows:

1. THAT the Smoky Lake Region Intermunicipal Collaboration Framework attached hereto as "**Schedule A**" of this Bylaw is hereby adopted.
2. This Bylaw may be cited as "Smoky Lake County and Lamont County Intermunicipal Collaboration Framework."
3. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended.
4. Should any provision of this Bylaw be found invalid, the invalid provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE

This Bylaw shall come into force and effect on the final date of passing thereof.

READ A **FIRST TIME** IN COUNCIL THIS ____ day of _____, AD **2021**.

READ A **SECOND TIME** IN COUNCIL THIS ____ day of _____, AD **2021**.

READ A **THIRD AND FINAL TIME**, THIS ____ day of _____, AD **2021**.

REEVE, Craig Lukinuk

CHIEF ADMINISTRATIVE OFFICER, Gene Sobolewski



Smoky Lake County & Lamont County

INTERMUNICIPAL COLLABORATION FRAMEWORK

February 2021



Smoky Lake County
Bylaw No. XXX



Lamont County
Bylaw No. XXX

ACKNOWLEDGEMENTS

Smoky Lake County and Lamont County are located within Treaty 6 Territory, and the traditional lands of the Cree, Blackfoot and Métis people.

Collaboration recognizes the interconnected nature of human culture, land, water, and natural resources.

The municipalities are committed to exploring opportunities for collaboration with local First Nations and Metis people.

COUNCILS AND PROJECT TEAM



SMOKY LAKE COUNTY

Craig Lukinuk	Reeve
Randy Orichowski	Deputy Reeve
Johnny Cherniwchan	Councillor
Dan Gawalko	Councillor
Lorne Halisky	Councillor



LAMONT COUNTY

David Diduck	Reeve
Roy Anaka	Deputy Reeve
Daniel Warawa	Councillor
Wayne Woldanski	Councillor
Neil Woitas	Councillor



CONSULTING TEAM

Jane Dauphinee	Principal & Senior Planner
Allison Rosland	Planner
Brad MacDonald	Planner
Kyle Miller	Planner

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EXECUTIVE SUMMARY

Smoky Lake County and Lamont County have partnered to adopt a bi-lateral Intermunicipal Collaboration Framework. The Counties have entered into this Framework in good faith, and with a commitment to intermunicipal communication and collaboration that benefits the region's residents.

A Steering Committee comprised of representatives of the partnering municipalities was established in 2019 to guide the project and provide information and direction to the project consultant. Municipal Planning Services (2009) Ltd. was contracted to develop an Intermunicipal Development Plan, prepare an Intermunicipal Collaboration Committee Terms of Reference, create an inventory of municipal and intermunicipal services, develop processes for decision making, and develop dispute resolution procedures – to support the development of the Intermunicipal Collaboration Framework.

Intermunicipal Collaboration Frameworks were introduced by the Province of Alberta as part of the *Modernized Municipal Government Act* in 2018. All municipalities that share a common border are required to adopt an Intermunicipal Collaboration Framework; municipalities that do not have a common boundary may be a party to a framework.

The purpose of an ICF is to facilitate communication and cooperation between neighbouring municipalities to ensure municipal services are provided to residents in an efficient and cost effective manner.

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework consists of 5 Parts and includes 4 Schedules (documents and plans intended to provide further guidance/information).

INTERPRETATION

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework has been written with the purpose of being a document that can easily be read and used by the participating municipalities' Councils, Administration, residents, and development proponents. The purpose of this section is to provide greater clarity to the reader with respect to common terms and acronyms used in the document and accompanying schedules.

ACRONYM	TITLE
ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ICC	Intermunicipal Collaboration Committee
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	<i>Municipal Government Act, R.S.A. 2000, c. M-26, as amended</i>
TOR	Terms of Reference

PHRASE	DEFINITION
PARTICIPATING MUNICIPALITIES	Smoky Lake County and Lamont County.
INITIATING MUNICIPALITY	The municipality that is the primary proponent of a proposed intermunicipal collaboration project or opportunity, or the municipality that initiates a dispute resolution process.
RESPONDING MUNICIPALITY	The municipality that have been requested by an initiating municipality to be party to a proposed intermunicipal collaboration project or opportunity; or a municipality that have been issued notice of a dispute.

1 INTRODUCTION

1.1 PURPOSE

1. The purpose of the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework (ICF) is to establish formalized protocols for intermunicipal cooperation, communication, and service delivery.

1.2 PARTICIPATING MUNICIPALITIES

1. The following municipalities are party to the ICF: Smoky Lake County and Lamont County. They may be referred to as “the participating municipalities,” “the Counties,” or “the municipalities” in this Intermunicipal Collaboration Framework.

1.3 SCHEDULES TO THE ICF

1. The following Schedules are referenced in the ICF, and included for information.

SCHEDULE	TITLE
A	Intermunicipal Collaboration Committee Terms of Reference
B	Discussion Protocols
C	Detailed Inventory of Services
D	Smoky Lake County & Lamont County Intermunicipal Development Plan

1.4 TERMS AND REVIEW

1. In accordance with the *Municipal Government Act*, the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework shall come into effect on final passing of matching bylaws that contain the ICF by all participating municipalities.
2. The Intermunicipal Collaboration Framework may be amended by mutual consent by the participating municipalities, unless specified otherwise in this ICF.
3. It is agreed by the participating municipalities that the Intermunicipal Collaboration Committee shall undertake a formal review of the Intermunicipal Collaboration Framework at least once every five years, commencing no later than 2026.

1.5 DECISION MAKING PROCESS

1. Unless otherwise identified in this ICF, decision-making related to this ICF shall be vested in the participating municipalities’ Councils.
2. Together, the Intermunicipal Collaboration Committee (ICC) Terms of Reference included in Schedule A and the Discussion Protocols in Schedule B outline how the ICC will function, and guide how the participating municipalities determine what issues, projects, and initiatives are subject to this ICF.

1.6 COSTS FOR NEW INITIATIVES

1. Allocation of costs for the cost-sharing for new development of service agreements shall be determined by the Councils of each or all of the municipalities and shall take into consideration the recommendation of the Intermunicipal Collaboration Committee.

2 INTERMUNICIPAL COLLABORATION COMMITTEE

2.1 INTENT

1. In order to establish meaningful and ongoing intermunicipal communication, the participating municipalities agree to establish a joint Intermunicipal Collaboration Committee (ICC, or 'the Committee') with the intent of:
 - a. Fostering effective collaboration between the participating municipalities;
 - b. Ensuring the routine monitoring of intermunicipal relationships and agreements; and
 - c. Providing a forum for dealing with intermunicipal concerns and capitalizing on regional opportunities in a mutually beneficial and timely fashion.

2.2 EFFECTIVE DATE

1. The ICC is established as of the effective date of the ICF and subsequently renewed at the respective organizational meetings of each participating municipality on an annual basis as long as this ICF is in effect.

2.3 COMPOSITION

1. The composition of the ICC (including the identification of voting and non-voting members) is identified in the Intermunicipal Collaboration Committee Terms of Reference in Schedule A.
2. The ICC may be comprised of the same individual members as a committee established as part of an approved Intermunicipal Development Plan. However, the committees shall retain separate functions.

2.4 REPORTING AND MEETINGS

1. At minimum, the ICC shall report annually to the Councils of the participating municipalities in open sessions on the status of the participating municipalities' intermunicipal relationship and any cooperation agreements.
2. The ICC shall meet on an "as required" basis.

2.5 TERMS OF REFERENCE

1. The ICC shall be guided by the intent and provisions of the ICC Terms of Reference included as Schedule A, and the Discussion Protocols included as Schedule B.

3 INTERMUNICIPAL COOPERATION

3.1 PRINCIPLES

1. The participating municipalities agree to the following principles to guide regional communication and cooperation efforts:
 - a. To have defined communication channels to share information.
 - b. To encourage respect of different views and interests.
 - c. To pursue relations based on transparency and openness.
 - d. To work together to resolve issues.
 - e. To develop a consultative process to ensure shared goals and efforts.
 - f. To respect jurisdictional interests.
 - g. To acknowledge that not all parties need to be involved in each regional project.
 - h. To advance shared interests to other levels of government with a common voice.
 - i. To ensure public awareness of the progress and results of regional cooperation.

3.2 INVENTORY OF SERVICES

1. The participating municipalities have a history of working cooperatively and collaboratively to provide municipal services to their residents on an intermunicipal basis, with services being provided directly or indirectly to their residents.
2. An inventory containing information about these services is included in Schedule C of this ICF.

3.3 FUTURE COLLABORATION OPPORTUNITIES

1. In the event that a participating municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating municipality's Chief Administrative Officer will notify the other municipality's Chief Administrative Officers in writing.
2. The initial notification by the initiating municipality will include a general description of the project, estimated costs, and timing of expenditures. The responding municipalities will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Intermunicipal Collaboration Committee meeting.
3. The following criteria will be used when assessing the feasibility of proposed new projects/agreements, and determining if the proposed new project/agreement will be mutually beneficial to the participating municipalities:
 - a. Relationship of the proposed capital project to Intermunicipal Development Plan or any other regional long term planning document prepared by the participating municipalities;
 - b. The level of community support;
 - c. The nature of the project;
 - d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
 - e. The projected operating costs for new capital projects;
 - f. Municipal debt limit; and
 - g. Projected utilization by residents of the participating municipalities in the region.
4. Once the municipalities have received written notice of new project, an Intermunicipal Collaboration Committee meeting must be held within thirty (30) calendar days of the date the written notice was received, unless all participating Chief Administrative Officers agree otherwise.

5. The ICC will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Intermunicipal Collaboration Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined in Part 4 – Dispute Resolution.
6. The participating municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.
7. The future service agreements and projects listed in Appendix C (subsection C.10) are not exhaustive. The future agreements and projects identified are collaboration priorities at the time of adoption of this ICF. The ICC and Councils can explore service agreements and opportunities not on this list.

4 DISPUTE RESOLUTION

4.1 PRINCIPLES

1. The dispute resolution process in this ICF relates to matters specific to the ICF.
2. The participating municipalities are committed to resolving any disputes in a non-adversarial, informal, and cost-effective manner.
3. The participating municipalities shall make all reasonable efforts to resolve disputes by negotiation and agree to provide (without prejudice) open and timely disclosure of relevant facts, information, and documents to facilitate negotiations.
4. In the event of a dispute, the participating municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following manner:
 - a. Negotiation;
 - b. Mediation;
 - c. Binding Arbitration.
5. If any dispute arises between the participating municipalities regarding the interpretation, implementation, or application of this ICF, the dispute will be resolved through the Dispute Resolution Process outlined herein.

4.2 PROCESS

1. The participating municipalities agree that disputes relating to the ICF shall be restricted to the following:
 - a. Lack of agreement on proposed amendments; and
 - b. Lack of agreement on interpretation of this ICF.
2. The participating municipalities shall undertake the dispute resolution process outlined in Figure 1.
3. If a dispute arises pertaining to a service agreement (or a lack of agreement on a proposed new agreement) that does not include all of the participating municipalities, only those municipalities that are (or proposed to be) party to the agreement will undertake the dispute resolution process.
4. If at any point in the dispute resolution process a resolution is achieved to the satisfaction of the participating municipalities, no further steps in the process shall be required.

Figure 1: Dispute Resolution Process

Figure 1: Dispute Resolution Process			OUTCOME
STEP	COMMUNICATION/ACTION		
NEGOTIATION	STEP 1: Issue Identification and Notice of Dispute	When a participating municipality (the initiating municipality) believes that there is a dispute under the ICF and wishes to engage in dispute resolution, the initiating municipality must provide written notice to the other municipality (the responding municipality) identifying area(s) of dispute and request negotiation. The issue of the dispute will not proceed further (or a decision rendered) until the dispute has been resolved.	▶
	STEP 2: Negotiation (Administrative Review)	Within 15 days after the notice is received by the participating municipalities, the CAO from each municipality shall participate in one or more meetings, in-person, to attempt to negotiate a resolution to the dispute. Failing resolution within the 15 days, the dispute will then be referred to the Intermunicipal Collaboration Committee (ICC). The 15-day time limit may be extended if it is mutually agreed upon by all representatives of the participating municipality.	▶
	STEP 3: Negotiation (ICC Review)	The ICC will convene to consider and attempt to resolve the dispute within 30 days of the conclusion of the Administrative Review. The 30-day time limit may be extended if it is mutually agreed upon by all voting members of the ICC.	▶
MEDIATION	STEP 4: Request Facilitated Mediation	If the dispute cannot be resolved through negotiations within the prescribed timeframe, the initiating municipality shall provide, within 15 days of the conclusion of the ICC Review, written notice to the responding municipality outlining the details of the dispute that are to be mediated and a list of nominees to act as mediator. The participating municipalities shall jointly appoint a mediator within 15 days of receiving the written notice of request for facilitated mediation.	▶
	STEP 5: Mediation	The initiating municipality must provide the mediator with an outline of the dispute, and any agreed statements of facts. The responding municipality must provide the mediator with access to all records, documents, and information that the mediator may reasonably request. The ICC shall meet at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve the dispute. All proceedings involving a mediator are without prejudice. The costs of mediation must be paid on an equal (50/50) basis by the participating municipalities.	▶
	STEP 6: Mediation Report	If the dispute has not been resolved within 6 months of the date that the initial written notice (provided in Step 1) is received, the initiating municipality shall, within 21 days, prepare and provide a report to the responding municipality. The report must include: 1. A list of matters agreed upon by the participating municipalities; 2. A list of matters on which there is no agreement between the participating municipalities; and 3. A list of nominees to act as arbitrator. The initiating municipality may prepare a report before the 6 months have elapsed if: 1. The participating municipalities agree; or 2. The participating municipalities are unable to appoint a mediator.	▶
ARBITRATION	STEP 7: Appoint Arbitrator	Within 15 days of receipt of the Mediation Report, the ICC must jointly appoint an arbitrator and provide the arbitrator with a copy of the report. If the ICC cannot agree on an arbitrator, the initiating municipality must forward a copy of the report to the Minister of Municipal Affairs with a request to appoint an arbitrator. In appointing an arbitrator, the Minister may place any conditions on the arbitration process as the Minister deems necessary, and may not hold to the requirements identified in the dispute resolution process of this ICF.	▶
	STEP 8: Binding Arbitration	When arbitration is used to resolve the dispute(s), the <i>Arbitration Act</i> , R.S.A. 2000, c. A-43, as amended, shall apply to arbitration proceedings commenced pursuant to this dispute resolution process.	▶
	STEP 9: Cost of Arbitration	If the arbitrator's order is silent as to costs, a participating municipality may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs. If the arbitrator's final order is silent as to costs, the costs of arbitration must be paid on an equal (50/50) basis by the participating municipalities.	▶

RESOLUTION OR NEXT STEP

BINDING DECISION

5 CORRESPONDENCE

1. Written notice under this Intermunicipal Collaboration Framework shall be addressed as follows:

In the case of Smoky Lake County:

4612 McDougall Drive
PO Box 310
Smoky Lake, Alberta T0A 3C0

In the case of Lamont County:

5303 - 50th Avenue
Lamont, Alberta T0B 2R0

2. In addition to the above. Notices may be sent by e-mail to the municipalities' Chief Administrative Officers.

SCHEDULE A – ICC TERMS OF REFERENCE

A.1 ESTABLISHMENT

1. The Intermunicipal Collaboration Committee (ICC) is established to give expanded focus to intermunicipal opportunities and considerations. Although individual Councils maintain the authority for decisions in the respective municipalities, the ICC is seen to be the foundation for intermunicipal matters. Without interfering with the good work being accomplished in existing intermunicipal committees, the ICC has the following five primary functions:
 - a. Proactively identify new service areas or opportunities;
 - b. Address intermunicipal opportunities that arise on an as needed basis where no existing structure exists to deal with the matter;
 - c. Prioritize activities and develop appropriate measures, processes and subcommittees to address areas in consideration;
 - d. Represent the region locally and provincially; and
 - e. Address areas where intermunicipal differences in need of resolution may arise.
2. The ICC is a Committee of Council established under Section 145 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, and meetings are to be held in accordance with Part 5, Division 9 of the MGA.

A.2 ICC COMPOSITION

1. The ICC will be composed of:

SMOKY LAKE COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)
LAMONT COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)

The ICC members will be as determined by the respective participating municipalities' Councils. The opportunity to rotate elected officials as alternates into the ICC will be at the discretion of each municipality.

A.3 ICC APPOINTMENT AND TERM

1. Appointment to the ICC shall be done annually at the participating municipalities' Organizational Meetings. When an elected official's term on Council has ended, the elected official's participation on the ICC shall be terminated.
2. Council may appoint alternate elected officials who may attend the meetings in cases where an appointed member is unable to attend a meeting. Should the Chief Administrative Officer be unable to attend, they may appoint an alternate.

A.4 ICC CHAIR

1. The ICC Chair and an alternate shall be elected by the members of the ICC from amongst the elected officials and shall normally serve for a term of one (1) year, with the position rotating among the participating municipalities. The ICC Chair shall be determined at the first meeting of the ICC each calendar year.

A.5 ADMINISTRATIVE SUPPORT

1. Unless otherwise determined by the ICC, administrative support for the ICC Chair shall be provided by the Chair's municipal Administration.

A.6 QUORUM

1. A quorum will consist of a minimum of one (1) elected official from each participating municipality attending the scheduled meeting. Attendance via phone or electronic means is acceptable.

A.7 NON-ICC MEMBER ATTENDANCE

1. Other elected officials, administration or staff may attend as observers, if invited by the ICC.
2. Should presentations to the ICC be required, the invited parties will be agreed to and coordinated ahead of the meeting by the Chief Administrative Officers.

A.8 SCHEDULE

1. Meetings of the ICC will be held at the request of one of the municipalities, with recognition that more frequent meetings may need to be added as opportunities/issues arise and initiatives are developed and to address specific matters.
2. Notice of a meeting will be provided by the municipality of the Chair. The administration from the Chair's municipality will be responsible for preparing and circulating the meeting's agenda and minutes.
3. Parties will give thirty (30) calendar days of notice for a meeting. Meeting requests will be directed to the Chief Administrative Officer of the respective municipalities.

A.9 BUDGET

1. Operating costs shall be borne by each municipality.

A.10 PUBLIC PARTICIPATION

1. All ICC meetings are open to the public. Members of the public are not permitted to participate in ICC discussions but may appear as a delegation before the ICC. Delegations shall be for a maximum of 10 minutes, unless otherwise agreed to by the ICC. Those wishing to appear as a delegation at an ICC meeting must so advise the ICC's administrative support a minimum of five (5) working days prior to the meeting.
2. If the ICC passes a resolution to enter a closed session in accordance with Section 197 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, members of the public who are present at the meeting must leave the room in which the meeting is being held.

SCHEDULE B – DISCUSSION PROTOCOLS

B.1 PURPOSE

1. The following discussion protocols have been developed for the ICC to:
 - a. Respect the jurisdictional autonomy of each participating municipality;
 - b. Promote respectful and meaningful dialogue;
 - c. Establish consistency in meeting discussions and decision making processes; and
 - d. Seek consensus (where possible) on issues of regional or intermunicipal significance.

B.2 PARTICIPATING MUNICIPALITIES

1. The parties to this ICF and the discussions/negotiations flowing from it are Smoky Lake County and Lamont County (the participating municipalities).

B.3 DECISION MAKING AUTHORITIES

1. The participating municipalities acknowledge and agree that any issue agreed to in discussions/negotiations is an agreement in principle that is subject to approval by the Councils for the participating municipalities.

B.4 AGREEMENT TO NEGOTIATE

1. The parties agree that they will participate in good faith to discuss and negotiate ways to cooperate more effectively together while taking into account the interests of each municipality.

B.5 RIGHT TO INDEPENDENT AGREEMENTS

1. The parties to this ICF acknowledge the right of participating municipalities to enter into agreements with one or more of the participating municipalities when it cannot be demonstrated that there is regional benefit to entering into an agreement with all participating municipalities. The parties then agree to support agreements between some rather than all of the participating municipalities.

B.6 ROLE OF ADMINISTRATIVE SUPPORT/TECHNICAL ADVISORS

1. The participating municipalities may invite external consultants and/or administrative support to attend an ICC session with no less than seven (7) days' notice to the other party. In exceptional circumstances the requirement for seven days' notice may be waived by mutual agreement.
2. When possible, external attendees will be reflected on the meeting agenda.
3. External consultants and/or administrative support in attendance at a session will be subject to the provisions of the Discussion Protocols.

B.7 RESOLUTION OF ISSUES

1. The ICC will work to achieve consensus on the issues or package of issues before them. The parties agree that the ICC will own the consensus achieved through the discussion/negotiations and ICC members will represent it to their respective Councils.
2. For purposes of the discussions/negotiations consensus will be defined as "I/we can live with it".

B.8 FREEDOM TO SPEAK AND CONFIDENTIALITY

1. Except as set out elsewhere in these Protocols or unless the parties have specifically agreed to release information, all discussions/negotiations, summary notes of discussions/negotiations and all other records or information generated for the purposes of the discussions/negotiations are to be kept confidential recognizing that:
 - a. Other Council members will be informed about discussions/negotiations during closed session;
 - b. Communication within the ICC and to Councils and select administrative support may be by electronic means recognizing that such communication is to be treated as confidential if it pertains to the content of the discussions/negotiations and that further dissemination beyond the ICC or Councils and select administrative support by electronic means is not permitted;
 - c. Any information that is in the public domain but not the confidential negotiation discussions about that information, may be used by either party; and
 - d. Disclosure of information associated with the discussions/negotiations can be made to external consultants and/or administrative support. This will only be done on a "need to know basis" and the person(s) will be required to keep all associated information confidential in accordance with these Protocols.

B.9 COMMUNICATION WITH MEDIA

1. The participating municipalities may agree to prepare and distribute a joint media release at various times throughout the discussions/negotiations. The mayor/reeve of the participating municipalities will act as the spokesperson for each municipality. Key messages to be released to the media and/or to the public will be discussed and finalized at the end of each negotiation meeting as a standing agenda item.

B.10 COMMUNICATION WITH THE PUBLIC

1. Any consultation, communication or dissemination of information with or to the public will be done jointly. Each party's logos and authorized signatures will be required on each joint communication with the public. Each municipality will act as the distributor for joint communication to their respective residents/ratepayers.

B.11 RECORD KEEPING

1. At its first meeting one of the parties will agree to appoint a staff member to act as the Recording Secretary for the ICC sessions. The Recording Secretary will provide confidential meeting notes that will summarize the ICC's discussion within ten (10) calendar days of the end of a session. At the conclusion of each session, the Chair will review the items discussed and summarize the consensus achieved or still to be achieved by the ICC on the items discussed. In addition, if any information has been requested during a session, the Chair will outline the requests and specify responsibilities for providing the information requested.
2. The ICC will indicate their approval of this summary, or provide clarification at the conclusion of the session. The written meeting notes will be reviewed as one of the first orders of business at the next scheduled session.

SCHEDULE C – DETAILED INVENTORY OF SERVICES

C.1 SERVICING AND INFRASTRUCTURE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Note: Would include: transportation, water, wastewater, and solid waste						
OPPORTUNITIES FOR FUTURE AGREEMENTS:						

C.2 EMERGENCY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Mutual Fire Aid Agreement	Intermunicipal	Smoky Lake County Lamont County	Smoky Lake County Lamont County	None specified	Renewed annually through a Memorandum of Understanding.	Opportunity to include other municipalities within the Smoky Lake and Lamont County Regions
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Regional Emergency and Recreational River Access Strategy Regional strategies or initiatives to address rural crime						

C.3 RECREATION AND COMMUNITY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Year-round Regional Trail Network						

C.4 PLANNING AND DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
OPPORTUNITIES FOR FUTURE AGREEMENTS:						

C.5 HERITAGE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Regional Heritage Board						

C.6 ECONOMIC DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Go East Regional Tourism Organization & Travel Guide	Third Party	Go East Tourism Organization	Smoky Lake County Lamont County And other municipal partners	Annual	Annual	
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Regional Economic Development Board						

C.7 OTHER FUTURE PROJECTS/COLLABORATION OPPORTUNITIES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
OPPORTUNITIES FOR FUTURE AGREEMENTS:						

SCHEDULE D – INTERMUNICIPAL DEVELOPMENT PLAN

INTERMUNICIPAL COLLABORATION FRAMEWORK & INTERMUNICIPAL DEVELOPMENT PLAN COST ESTIMATE

18 NOVEMBER 2019 | SMOKY LAKE COUNTY & LAMONT COUNTY

It is the intent of Municipal Planning Services to enter into a formal agreement with Smoky Lake County and Lamont County based on the services described within this cost estimate.



Jane Dauphinee RPP, MCIP
Principal + Senior Planner



THE PROJECT

Municipal Planning Services (2009) Ltd. (MPS) is pleased to prepare a cost estimate to prepare an Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) for Smoky Lake County and Lamont County.

This cost estimate is intended to provide each County's Council and Administration with the understanding of costs associated with completing this project, and our firm's estimation of resources needed to bring this project to a successful conclusion.

Should you wish to receive a full proposal from MPS for this project (describing project details such as our proposed methodology, approach, and work plan), we would be happy to provide you with this information.

THE WORK PLAN

This cost estimate is provided by MPS; our team will provide support to Administration and Council in gathering and analysing data, developing policies and regulations, and undertaking consultation with residents, agencies, and stakeholders as required.

This project cost estimate is based on a work plan that was developed specifically to:

- Meet and exceed provincial requirements for public consultation, notification, and participation;
- Ensure compliance with the Municipal Government Act and the Alberta Land Stewardship Act (both as amended);
- Ensure consistency with other the statutory plans and bylaws of the two Counties;
- Provide opportunities for thorough review of the ICF and IDP by municipal Administration, Council, and the Steering Committee during every phase of the project; and
- To ensure that readily available environmental, social, spatial, agreements, and demographic information provides a basis for policies and regulations.

The work plan is based on the following three phase approach:

Phase 1 – Issue Identification

- Start-up **meeting** with the project Steering Committee (e.g. members of Councils, Administrations, and MPS)
- Research and review of existing municipal policies and bylaws, agreements, and other background information
- Sharing background information findings with the project steering Committee

Phase 2 – Draft ICF and IDP

- Public Notification of the project and solicitation of ideas and focused feedback for inclusion in the IDP
- Preparation of draft ICF and IDP documents by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS
- Public **Open House** to present the Draft IDP and gather feedback
- Review **meeting** to discuss Open House feedback with the Steering Committee; revision by MPS
- Review **meeting** to discuss the draft ICF and IDP with the Steering Committee; revision by MPS

Phase 3 – ICF and IDP Adoption

- Preparation of the finalized ICF and IDP by MPS as guided by the project Steering Committee
- 1st Reading of the IDP by County Councils
- **Joint Public Hearing for the IDP** (supported by a project review presentation by MPS)
- 2nd and 3rd Readings of the IDP by County Councils

COST ESTIMATE

	JANE DAUPHINEE	BRAD MACDONALD	ALLISON ROSLAND	KYLE MILLER	DISBURSEMENTS
	PLANNER	PLANNER	PLANNER	PLANNER	
BILLING RATE	\$140.00	\$120.00	\$110.00	\$100.00	
TRAVEL RATE (2/3)	\$93.33	\$80.00	\$73.33	\$66.67	
TRAVEL					
NUMBER OF TRIPS	7	0	4	1	
DURATION (HOURS)	14	0	8	2	
MILEAGE (\$100/TRIP)	\$700.00	\$0.00	\$0.00	\$0.00	\$0
TRAVEL COSTS	\$2,006.67	\$0.00	\$586.67	\$133.33	
			TOTAL TRAVEL COSTS		\$2,726.67
IN PERSON MEETINGS (INCLUDING PUBLIC MEETINGS)					
NUMBER OF MEETINGS	7	0	4	1	
DURATION (HOURS)	21	0	12	3	\$200
MEETING COSTS	\$2,940.00	\$0.00	\$1,320.00	\$300.00	
			TOTAL MEETING COSTS		\$4,760.00
PLANNING					
WRITING/REPORTS (HOURS)	20	30	40	10	
MAPPING/GRAPHICS (HOURS)	0	30	20	0	
MEETING PREPARATION (HOURS)	10	15	15	5	\$0
PLANNING COSTS	\$4,200.00	\$9,000.00	\$8,250.00	\$1,500.00	
			TOTAL PLANNING COSTS		\$22,950.00
			GST:		\$1,521.83
Total Cost Estimate (WITH GST):					\$31,958.50

This cost estimate is based on the following meeting plan:

MEETING #1	Project start-up meeting with project Steering Committee
MEETING #2	Draft ICF and IDP Review Meeting #1 with project Steering Committee
MEETING #3	Draft ICF and IDP Review Meeting #2 with project Steering Committee
MEETING #4	Public Open House for Draft IDP with project Steering Committee
MEETING #5	Open House Feedback Review Meeting with project Steering Committee
MEETING #6	Draft ICF and IDP Review Meeting #3 with project Steering Committee
MEETING #7	Joint Public Hearing for the IDP

This cost estimate also includes review meetings via phone/email with each County's Administration to review project findings, focused portions of the draft ICF and IDP, and to seek guidance on updated policies and regulations. MPS staff will remain in regular phone/email contact with each County's Administration to ensure that their respective Councils are informed of the project's status.

In order to maximize project resources, this cost estimate assumes that each County's Administration will assist MPS by calling all meetings of Council, organize the logistics of public meetings (e.g. venue booking, refreshments, etc.), and circulate all public meeting advertisements (MPS will provide content for the advertisements).

Smoky Lake County and Lamont County will make available to MPS all mapping information, statutory plans, bylaws, policies, reports, studies, agreements, and information relevant to the preparation of the ICF and IDP documents.

Should additional meetings (including public meetings) or project tasks be directed by the Counties, MPS reserves the right to bill for those meetings/tasks, in addition to the project cost estimates.

It is assumed that all meetings will be hosted at the Smoky Lake County or Lamont County offices.

Additional work or meetings will not be undertaken by MPS without written consent from both Counties.

The project cost estimate has been developed in accordance with the above described work plan that seeks to maximize available project resources. MPS is confident that this project can be undertaken and completed within the stated cost estimate.

CLOSURE

Thank you for the opportunity to prepare this cost estimate for Smoky Lake County and Lamont County. Should you require additional information, want to discuss elements of this cost estimate, wish to receive a detailed proposal for the described services please feel free to contact our office at any time.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jane Dauphinee', enclosed within a large, loopy, oval-shaped flourish.

JANE DAUPHINEE, RPP, MCIP

Principal + Senior Planner

Phone: 780-486-1991

Email: j.dauphinee@munplan.ab.ca



Smoky Lake County

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

Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

Lamont County
Attn: Alan Grayston
5303 – 50th Avenue
Lamont, AB T0B 2R0

February 21, 2020

Sent Via: E-Mail

Re: IDP/ICF Extension, Ministerial Order No. MSL:047/18

Good Afternoon,

Further to Ministerial Order No. MSL:047/18, rural municipalities which share a boundary may extend the deadline to adopt their Inter-Municipal Collaboration Framework (ICF) and Inter-Municipal Development Agreement (IDP) by one year, to April 1, 2021. In such cases, notice must be filed with Municipal Affairs to this effect.

As such, at the February 20, 2020 Meeting of Smoky Lake County Council, Motion ~~519~~⁵³⁰-20 was adopted:

That Smoky Lake County Council utilize the extension granted by the Minister of Municipal Affairs under Ministerial Order No. MSL:047/18, to April 1, 2021, for the development of an Intermunicipal Collaboration Framework with Lamont County, and that notice shall be sent to Lamont County, informing them of Smoky Lake County's motion, and requesting that Lamont County pass a motion to the same effect, and send notice of said motion to the Minister of Municipal Affairs.

We are requesting that Lamont County adopt a similar resolution, so that this may be communicated to Municipal Affairs, as we continue to work diligently towards completion of both an ICF and IDP between Smoky Lake County and Lamont County.

Please do not hesitate to contact us should you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read "Kyle Schote".

Kyle Schote
Planning, Development, & Heritage Assistant
Smoky Lake County

4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: kschole@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-2059
w: <http://www.smokylakecounty.ab.ca/>

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



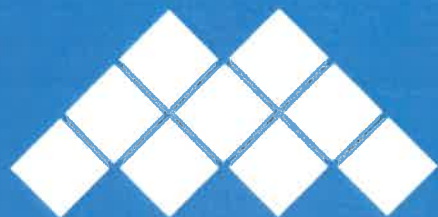
cc: Municipal Planning Services (MPS)
Encl: Ministerial Order No. MSL:047/18
Bill 25 Summary of Changes to ICFs and IDPs



**SMOKY LAKE COUNTY & LAMONT COUNTY
INTERMUNICIPAL DEVELOPMENT PLAN**

WHAT WE HEARD

Report to Councils | 19 February 2021



MUNICIPAL PLANNING SERVICES

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OVERVIEW

This report provides a summary of the feedback received regarding the proposed Smoky Lake County & Lamont County Intermunicipal Development Plan (IDP) from residents, stakeholders and agencies.

On February 3, 2021 Municipal Planning Services (MPS) (in collaboration with the Administrations of Smoky Lake County and Lamont County) held an Online Public Open House via Zoom and YouTube. The purpose of the Online Public Open House was to provide local residents (of both municipalities) with information about the IDP project and to gather feedback about proposed plan policies and other content. Written notification of the project was also provided to landowners within the plan area and agencies. Information about the engagement program and comments received is provided in this report.

LANDOWNER NOTIFICATION

MAIL OUT DATE	January 15, 2020
NUMBER OF NOTICES SENT	Smoky Lake County: 184 Lamont County: 130
NOTIFICATION INFORMATION	<ul style="list-style-type: none"> Landowners within the Plan Area were provided with written notice of the project and virtual open house. The mailout included hard copies of the draft IDP. Deadline identified in the notice for comments to be provided was February 12, 2021.

*This report was prepared in advance of the closing date for comments and will be revised should additional comments be received by February 12 to ensure that all comments are shared with Councils.

ONLINE OPEN HOUSE DETAILS

DATE	Wednesday, February 3, 2021
TIME	1:00 – 3:15 PM
FORMAT	<ul style="list-style-type: none"> Virtual due to COVID-19 Gathering Restrictions (Zoom and YouTube) Presentation, followed by a “Question and Answer” Session Presentation made available on YouTube after the engagement session for viewing by anyone who was unable to attend the event.
ATTENDANCE	<p>Approximately 42 attendees:</p> <ul style="list-style-type: none"> 25 participants via Zoom 17 viewers on the YouTube livestream <p>These totals include members of the Counties’ Councils, but does not include County Administrations or MPS staff</p>
PRESENTER	Jane Dauphinee, MPS Principal & Senior Planner
NOTIFICATION	Mail out notification to all landowners within the proposed IDP Area. Landowners were provided a notice of the Online Open House and physical copies of the draft IDP.
COMMENTS	Comments from attendees were provided in the chat and verbally at the end of the presentation. Comments received by the consultant have been compiled in the chart below.

FEEDBACK AND RESPONSES/RECOMMENDATIONS

The following is a summary of comments and questions received from the mailout and during the virtual open house. Comments have been lightly edited for clarity and grammar/spelling, where necessary. Where possible, questions are grouped by the person inquiring.

FEEDBACK FROM COMMUNITY MEMBERS	MPS RESPONSE/RECOMMENDATION
<p>We irrigate out of the River, have for 4 years now. Everything is approved through the proper channels to obtain our water licenses. The point of use, I believe, is an old ferry crossing within the Lamont county. I didn't see anything in the proposal about our irrigation pump being there other than it being noisy and having exhaust from the diesel pump. Can you tell me how we are going to be affect or not affected by this plan? We irrigate for our potato operation in the Lamont county.</p> <p>Can you tell me if it has always been required to do a Biophysical, Wetland and Phase 1 ESA on a piece of land prior to development and is this for any private landowner to have to do for any development? I am just looking for a bit of clarification on this one.</p> <p>Please soften wording in Policy 3.2.5 from "shall" to "may" to provide greater flexibility.</p>	<p>The draft IDP does not include policies that would influence or affect existing or new water licences. Smoky Lake County and Lamont County have indicated that they consider water licencing to be a matter that is best regulated by the Province.</p> <p>The IDP does not impose additional or new requirements for these reports. Instead it refers back to the existing requirements in the municipalities' current planning documents (Policy 3.7.1). It does not identify new triggers specifically for when a Biophysical, Wetland and Phase 1 ESA would be expected.</p> <p>Many municipalities require a wetland assessment to accompany subdivision and/or development applications if there evidence that indicates that the development site may be near or may impact a wetland.</p> <p>Normally the trigger for these studies would be: a new building, subdivision or rezoning in areas with identified site constraints (steep slope, wetlands, high ground water etc.) On sites without identified constraints these studies are not required.</p> <p>MPS Recommendation: Soften the wording from "shall" to "may" in Policy 3.2.5 to provide more flexibility."</p> <p>Action: MPS to confirm with Lamont County's Development Officer if the County has been requiring supporting engineering or studies to be submitted with new applications for development, subdivision, and/or rezoning.</p>
<p>Could you provide more information about the differences and relationship between an Area Structure Plan vs an Intermunicipal Development Plan?</p> <p>It sounds like the IDP stays at this high a level.</p>	<p>An IDP is the highest-level statutory plan a municipality can adopt, and all other statutory planning documents must be consistent with an approved IDP.</p> <p>There are different types of Area Structure Plans (ASPs). Developer-driven ASPs are often prepared for specific developments, while municipality-driven ASPs are for larger (or significant) areas of land. ASPs include site specific land use and engineering policy direction.</p> <p>Within the IDP area, Smoky Lake County has adopted the Victoria District Area Structure Plan. This ASP encompasses a large area of historic and cultural significance.</p> <p>No changes recommended.</p>
<p>How were the participants for the committee selected?</p> <p>When were the participants selected?</p> <p>How long did it take the committee to do the work on the IDP?</p>	<p>The ICC consists of elected members of Council from both municipalities, supported by municipal administration. The Committee consisted of the Reeves from both municipalities, and each County's division Councillor within the IDP area.</p>

<p>Was it only the councillors/reeves on the committee?</p> <p>Is it realistic to only provide 21 days prior to public hearing for public review/ feedback?</p>	<p>The Committee has met three times, beginning in Summer of 2019.</p> <p>MPS noted that landowners were provided with a copy of the draft IDP on 15 January 2021 and residents were asked to provide feedback by 12 February 2021 and residents were provided with approximately one month to review the draft IDP and provide feedback.</p> <p>No changes recommended.</p>
<p>Where the Province has identified historic resources or potential historic resources what brushing allowed for agricultural purposes?</p>	<p>The Province does not restrict brushing activities. The regulation of brushing activities is not part of this IDP; however, there are policies in the Victoria District ASP (for lands within Smoky Lake County) that address the clearing of vegetation on historic river lots.</p>
<p>Will I need permit to cut trees on my property, drain wet areas, or landscape for agricultural purposes?</p>	<p>Requirements for obtaining a development permit are included in the Counties' respective Land Use Bylaws, and the Victoria District ASP.</p> <p>Administration from both municipalities noted that <i>Water Act</i> approvals are required for agricultural purposes, and this IDP does not impact the requirement of landowners to obtain provincial approvals.</p> <p>No changes recommended.</p>
<p>Can you please provide more information on how the IDP will affect gravel extraction within the Plan Area?</p>	<p>Policy direction in the IDP relating to resource extraction is very high level. The IDP does not propose any changes to the regulation of gravel extraction. Instead, it indicates that guidance for this type of development shall be provided by the statutory plans and LUBs of the Counties. Please refer to Policy 3.5.1 in the draft IDP.</p> <p>"Aggregate resource extraction shall be guided by the policies and regulations in the applicable County's statutory plans and LUB, as well as applicable provincial and federal requirements."</p> <p>No changes recommended.</p>
<p>Are there any conditions/statements regarding traditional Indigenous use of land?</p>	<p>The cultural significance of the area for local indigenous people is touched on in Section 2.1 – History and Culture. MPS acknowledges that the IDP is not informed by traditional knowledge and that the background sections of the IDP could be improved through the inclusion of traditional, indigenous knowledge. When the IDP is next revised there will be an opportunity to update these sections should additional information be gifted or shared with the municipalities.</p> <p>Section 2.3 – Current Land Use and Development provides additional information about the historic Metis river lot system and Metis Crossing.</p> <p>Recommendation: Add the following new policies to Section 4.2:</p> <p>Policy 4.2.4 – Development within the Culture and Tourism Area will be consistent with the Victoria District Economic Development Strategy.</p>

	<p>Policy 4.2.5 – Development within the Culture and Tourism Area shall be designed to enhance the socio-cultural authenticity of the communities, conserve built and living cultural heritage and traditional values, and contribute to intercultural understanding and tolerance.</p> <p>(Note: Policy 4.2.5 adapted from the Victoria District Economic Development Strategy).</p>
<p>Could you confirm that an Area [Structure] Plan will be required for the node culture/tourism area in Smoky Lake?</p>	<p>Area Structure Plans are required for more intense development (generally when six or more parcels are subdivided from a quarter section) or where a developer is proposing a phased-development.</p> <p>No changes recommended.</p>
<p>Can you clarify what the concern is on land deemed historical? It's difficult to get our mind around the concern when we've been working it for so many years.</p> <p>We farm on both sides of the river and understand the historical concern of the Victoria Settlement area but, until now, there hasn't been any concern about anything until now. Why has this changed?</p> <p>From a farming perspective, there doesn't seem like anything is there. How was the historical zoning changes been determined?</p>	<p>MPS notes that Alberta Culture, Multiculturalism, and Status of Women maintains a Listing of Historic Resources. The Listing identifies lands that contain or have a high potential to contain historic resources, including archaeological sites, palaeontological sites, Aboriginal traditional use sites of a historic resource nature (burials, ceremonial sites, etc.), and/or historic sites and structures.</p> <p>The Listing provides development proponents with advance notification of possible historic resource concerns and may be used as a tool in planning projects. The Listing does not include all lands that may contain historic resources but provides a useful tool to landowners and the municipality when reviewing development permit applications or considering future development/subdivision.</p> <p>Within the Plan Area, the majority of the lands have been assigned a Historic Resource Value of 4 or 5.</p> <ul style="list-style-type: none"> • HRV 1: designated under the Act as a Provincial Historic Resource • HRV 2: designated under the Act as a Municipal or Registered Historic Resource • HRV 3: contains a significant historic resource that will likely require avoidance • HRV 4: contains a historic resource that may require avoidance • HRV 5: believed to contain a historic resource <p>There is no change to the land zoning and no change to how residents use and enjoy their land by identifying the location of Provincially assigned HRVs within the IDP. The Maps are a tool which aide both landowners and the municipality when making future land use decisions.</p> <p>No changes recommended.</p>
<p>Will this recording be copied and available to re-watch?</p>	<p>Yes.</p>
<p>Map A.3 - Under historic sites list, #6 St Elias is not a designated historic site.</p>	<p>MPS notes that the St. Elias and the Rubuliak House are not formally designated historic sites, however Smoky Lake County has identified these resources as Historically Significant in the</p>

<p>Map A.3 - Rubuliak house was moved from that location to river lot 16.</p> <p>Has Smoky Lake County considered extending the Victoria District further west to Highway 881?</p>	<p>Victoria District Area Structure Plan and they have approved statements of significance but have not to date received heritage designation.</p> <p>Smoky Lake County has not requested that the Victoria District ASP be expanded; however, this could be revisited in the future.</p> <p>No changes recommended.</p>
<p>Fort White Earth is a provincially designated site. Is it located within the plan boundary?</p>	<p>MPS notes that Fort White Earth is in the Plan Area. Smoky Lake County has indicated that at this time they do not wish to publish the historic location of Fort White Earth until steps have been taken to ensure the site will not be disturbed.</p> <p>No changes recommended.</p>
<p>Is there was any discussion on opening a boat launch along the designated land area?</p>	<p>MPS notes that the municipalities have held discussions with emergency service providers to provide additional access to the River for emergency service personnel and for launching recreational watercraft.</p> <p>No changes recommended.</p>
<p>There may be enforcement issues to comply with Policies 3.2.3 and 3.2.4 along the River. Each summer, cattle have access to the North Saskatchewan River. A temporary fence is built out into the River. Perhaps you could raise the matter with your colleagues. I know from my experience that municipal councils are quite reluctant to approach landowners about riparian matters.</p>	<p>MPS notes that Policy 3.2.3 requires landowners to manage post development activities on lots to prevent degradation of surface water and ground water quality. This is also a provincial and, in fish bearing water courses, may also be a federal requirement.</p> <p>See: <i>Water Act, Public Lands Act, Environmental Protection and Enhancement Act, Wildlife Act, Fisheries Act and Alberta Land Stewardship Act.</i></p> <p>MPS notes that Policy 3.2.4 encourages farmers to keep grazing animals away from watercourses and water bodies. The wording at present is a recommendation rather than requirement. The plan also acknowledges that agricultural uses are important to the regional economy.</p> <p>Plan policies are designed to balance the responsibility of the municipalities to ensure development approvals do not have a negative impact on water resources or ecological features while still enabling development to occur that supports the rural economy and the rural way of life.</p> <p>No changes recommended.</p>
<p>Historical significance, environmental protection and sustainable development are very important but the IDP does not address rural crime in the area. Most of my farm neighbors have stories about theft, vandalism, trespassing, squatting and poaching on their property. One of my neighbors has put a 10 foot high buffalo fence around his entire quarter to protect a cottage he is building. The fence is unsightly but it is entirely understandable why they would do it. You may think that this type of crime does not affect development or the use of the land but it is getting to the point where I am concerned about walking around on the property in fear that I may run into trespassers. I have found body parts of game that cannot be hunted in that area and out of season.</p>	<p>Concurrently with the preparation of the IDP, Smoky Lake County and Lamont County have been working on the preparation of an Intermunicipal Collaboration Framework (ICF). The purpose of the ICF is to provide for integrated and strategic planning, delivery and funding of intermunicipal services, allocate scarce resources efficiently in the providing local services, and ensure municipalities contribute funding to services that benefit their residents. During ICC meetings Councillors identified exploring a collaborative approach to reducing rural crime as an area to explore future collaboration and noted that recent provincial changes to police funding has impacted this process.</p>

<p>It is great to have lofty ideals about future development or dismiss the crime as not in the scope of IDP but crime greatly influences how people feel about the area.</p> <p>It is very disheartening when you build or develop something nice and it is destroyed or find dead wild game along the fence lines.</p>	<p>Recommendation: MPS to identify regional strategy for rural crime prevention t as an area for future collaboration in Schedule C.2 of the ICF.</p>
<p>What is the nature of the Historic Resource(s) located approximately 3.0 km west of Highway 855 and south of the IDP area, within Lamont County?</p>	<p>The Historic Resource(s) are archaeological in nature.</p> <p>They have a historic resource value of 4 (contains a historic resource that may require avoidance) and 5 (believed to contain a historic resource).</p> <p>Note: There are 2 additional sites within Lamont County near the Village of Andrew that are identified on the AB Listing of Historic Resources Web viewer as having historic resources values. These sites are outside of the IDP area.</p> <p>Recommendation: MPS to review most recent provincial data layers (historic resources listing was most recently updated in the fall of 2020) and update mapping as required</p>
<p>Central to the rural character of our area and our heritage is the value of peace and quiet. There should be no amplified music or loudspeakers in the IDP area, both out of concern for residents and wildlife. Noise will cross county lines, especially in a river valley. Sound regulations and conduct should be to the same standards as provincial parks.</p> <p>Just like provincial campsites, there should be no liquor licenses issued in the Culture and Tourism area.</p> <p>The river valley, indicated as the Agriculture and Rural Development Area, should be considered a wildlife corridor. There should be no hunting in this area and it should be maintained as a sanctuary for both animals and people.</p>	<p>These comments were carefully considered by the Intermunicipal Collaboration Committee.</p> <p>At this meeting, the ICC offered the following comments and additional information:</p> <ul style="list-style-type: none"> • Hunting is regulated by the Province and is outside of municipal jurisdiction. While section 74 of the <i>Municipal Government Act</i> allows municipal districts (counties) to pass a bylaw regulating where firearms can be discharged, this type of bylaw requires Ministerial approval, and neither municipality indicated that they wish to explore this type of bylaw at this time. • Liquor licensing is regulated by the Alberta Gaming, Liquor, and Cannabis Commission and is outside of municipal jurisdiction. Neither municipality has indicated that they wish to explore becoming a “Dry” municipality at this time. • However, the committee agreed that the noise issue is an important matter that should be addressed. Smoky Lake County has recently approved a Noise Bylaw to specifically address noise throughout the County. The County believes that this new bylaw will help to address the noise concern. <p>No changes recommended.</p>
<p>[The referral process] seems to be key and central to having an IDP. My concern here is one of communication with residents. Any development permit or subdivision proposal on the Lamont County side of the river might of interest to residents on the north side and vice-versa. The process for county administration is described, but public notification appears lacking.</p>	<p>These comments were carefully considered by the Intermunicipal Collaboration Committee.</p> <p>No changes to the referral process recommended at this time.</p>

Policies are numerous and the use of active verbs such as “should” or “encourage” are plentiful, for example:

- Policy 3.2.2 - “shall encourage” re: erosion control (environmental protection should be more stringent)
- Policy 3.2.6 – “shall take into consideration” re: setbacks (setbacks should be a “must”)
- Policy 3.6.8 suggests cultural and historic opportunities in Lamont County. Why not in Smoky Lake County?
- Policy 4.2.2 appears redundant? (may be addressed in 4.2.1 in the ASP.)

Map 7.3 delineates proposed land uses. We would like to see more restrictive language in policies for development regarding environmental protection. Alternatively, some of the escarpment areas could be designated for environmental protection.

On the Smoky Lake side, the zone for “Culture and Tourism” appears to be in error in that the west boundary should be extended to align with the ASP which is further west from the National Historic Site.

Would like to see the “Culture and Tourism: area expanded for the following reasons:

- There are several recognized historically significant sites westward (e.g. Pine Creek Post Office, Waskatenau Ferry Crossing) and eastward (e.g. Fort White Earth).
- The Town of Smoky Lake and Smoky Lake County have initiated the Victoria District Economic Development Strategy which generally encompasses the Victoria Trail area from Highway 831 to approximately 25 km east of Highway 855.

My understanding is that the purpose of the proposed “IDP” plan is to allow residents in the area affected by Victoria Settlement in particular, to have a channel to voice concerns or comments on future changes that may affect them personally, the river and ecosystems.

How will issues regarding noise, safety and wildlife preservation and protection be addressed.

Increased events and areas for recreation brings more people and more potential for incidents requiring hospital visits. Local hospitals have skeleton staffing and Lamont ER is closed from 8:00 pm - 7:00 am. It would be proactive to be in consultation with Health Services as future plans are put in place.

Secondary highway 855 is a single lane with no shoulders. It will be the main feeder highway to Victoria Trail and all future planned sites along it.

Noise from Métis Crossing has been an ongoing concern.

These comments were carefully considered by the Intermunicipal Collaboration Committee who determined that that as a high-level policy document that will apply to a large area of land, there is value in ensuring that the policies have some flexibility. There are some development scenarios where it would be excessive or unreasonable to apply a requirement for erosion control measures or apply a “one size fits all” setback distance. Without flexibility in the policies the development authorities would not be able to exercise their discretion and assess the requirements based on the size and scale of the development and the specific site considerations.

MPS reviewed the Culture and Tourism Area identified on the Maps presented in the IDP at the Public Engagement Session and noted that there is an error of the maps. The maps identify the Victoria District National Historic Site rather than the lands affected by the Victoria District ASP.

The ICC discussed extending the Culture and Tourism Area into Lamont County and to Highway 831 and determined that doing so was premature at this time.

Recommendation: MPS to revise Maps to correctly lands affected by the Victoria District Area Structure Plan and identify those lands within the Victoria District Area Structure Plan as future Culture and Tourism on the Future Land Use Map.

These comments were received after the 12 February 2021 Intermunicipal Collaboration Committee meeting.

MPS notes that the purpose of the IDP is to provide a high level overview of future development within the Plan Area in both Smoky Lake County and Lamont County, and to provide a tool for municipal administrations and Councillors with a forum to review proposed amendment to a statutory plan, land use bylaw or amendment to either located within or affecting the IDP Area.

Comments identifying similar issues were discussed at the meeting and the ICC did not direct MPS to make any changes to the draft IDP based on the following information:

- Hunting is regulated by the Province and is outside of municipal jurisdiction.
- Smoky Lake County has recently adopted a Noise Bylaw to address this type of concern.

Further, MPS notes that highway traffic volumes are evaluated by Alberta Transportation on an ongoing basis. When a subdivision or development proposal within 1.6 km of a highway

Rural Crime is an ongoing issue. One of the trade offs for country living is being far from Police Services and low levels of staff.

I hope that the planned IDP will be accessible and open to all residents to feel free to bring concerns prior to decisions being made and more importantly that our concerns are addressed with resolutions that take concerns seriously. If I am to be honest I will watch the future actions being hopeful yet very pessimistic.

is referred to Alberta Transportation, the department is enabled to require upgrades to highway infrastructure where required.

MPS noted that where subdivision or development proposals are referred to adjacent landowners the planning authorities carefully consider the comments of adjacent landowners.

An opportunity to explore initiatives for addressing rural crime has been added to the ICF.

No changes recommended.

REFERRAL AGENCY FEEDBACK

Information about the project was sent to Referral Agencies on **January 20, 2021** with a request for feedback and comments. The table below outlines the list of agencies contacted regarding the draft Smoky Lake County & Lamont County Intermunicipal Development Plan. All comments received are outlined following the table.

AGENCY	RESPONSE
Alberta Energy Regulator	No response provided
Telus Communications Alberta NE	No response provided
Ministry of Culture, Multiculturalism and the Status of Women	No response provided MPS notes that the IDP was submitted to Alberta Culture, Multiculturalism, and Status of Women via email and through the department's Online Permitting and Clearance portal on January 15, 2021).
Alberta Health Services (North Zone)	No response provided
Alberta Environment & Parks (North Saskatchewan Region Water Act Approvals)	No comments received & no objections
Alberta Environment & Parks (Land Management & Planning)	No comments received & no objections
Alberta Health Services (North Zone)	No response provided
Alberta Transportation (Athabasca District)	No comments received & no objections
Alberta Transportation (Vermilion District)	No response provided
Canada Post	No response provided
TC Energy	Comments provided – see below
Smoky Lake County Regional Heritage Board	No response provided
Victoria Settlement Provincial Historic Site	No response provided
Victoria Home Guard Historical Society	No response provided
North Saskatchewan Watershed Alliance	No response provided
North Saskatchewan Watershed Alliance	No response provided
Village of Waskatenau	No response provided
County of Two Hills	No response provided
County of Two Hills	No response provided
Lakeland REA	No response provided
Willingdon REA	No response provided
Atco Electric	No response provided
Fortis Alberta	No response provided
Lamco Gas	No response provided
Smoky Lake Gas Co-op	No response provided
Aspen View School	No response provided
Lakeland Catholic School	No response provided
Elk Island Catholic School	No response provided
Elk Island School	No response provided

TC ENERGY

AGENCY COMMENTS	MPS RESPONSE / RECOMMENDATION
<ul style="list-style-type: none"> • To ensure that all development within the Pipeline Assessment Area is referred to TC Energy for review and comment, we recommend inclusion of the following policy within Section 3.5 (Natural Resources) of the IDP: <ul style="list-style-type: none"> ○ When an area structure plan, an outline plan, a concept plan, a subdivision application or a development permit application is proposed that involves land within approximately 250.0 m of a pipeline, as demonstrated in Appendix A2: Natural Resource Development the municipality that has jurisdiction over approval of the plan or application shall refer the matter to the pipeline operator for review and input. 	<p>Recommendation: Add the following new policy as 3.5.4 "The Counties shall work with oil and gas infrastructure proponents to maintain the integrity of existing pipeline corridors within the Plan area."</p> <p>*Full response attached</p>
<ul style="list-style-type: none"> • To ensure that developers and landowners are aware of the requirement for written consent by pipeline operators for development within the 30.0 m prescribed area, we recommend the inclusion of the following policy within Section 3.5 (Natural Resources): <ul style="list-style-type: none"> ○ Any development within 30.0 m of or crossings a pipeline shall require written consent from the pipeline operator. 	<p>Development setbacks from pipelines are regulated by AER.</p> <p>No change recommended.</p>

TC ENERGY WRITTEN RESPONSE



February 4, 2020

Municipal Planning Services RE Smoky Lake County & Lamont County
#206, 17511 – 107 Avenue
Edmonton, AB | T5S 1E5

Sent via email to: k.miller@munplan.ab.ca

ATTN: Kyle Miller, Planner, Municipal Planning Services

RE: Smoky Lake County & Lamont County Intermunicipal Development Plan

Your File #: N/A

Our Reference #: R01922AB

Thank you for sending B&A Planning Group notice of this project on January 20, 2021. B&A is the land use planning consultant for TC Energy (TC) in Western Canada. On behalf of TC, we work with municipalities and stakeholders regarding land use and development surrounding their pipeline infrastructure to ensure that it occurs in a safe and successful manner.

As per the requirements of the Canada Energy Regulator (CER), additional development in proximity to TC's pipelines with potential new residents, employees, structures, ground disturbance, and crossings could warrant pipeline remediation. Consultation between TC and the applicant prior to development assists both parties in determining the best course of action to proceed with potential remediation and development. This is to help prevent pipeline damage, unwarranted crossings, and identify development within proximity to the pipeline that may trigger a pipeline Class upgrade.

Description of Proposed MDP

We understand that Smoky Lake County and Lamont County have developed a new Intermunicipal Development Plan, and that comments are being accepted on the plan until February 12, 2020.

We have reviewed the draft IDP and have identified one section of the plan area that a TC Energy pipeline crosses. Please refer to [Attachment 01 Approximate Location of TC Infrastructure](#) for maps that show the IDP area in relation to the approximate location of TC's infrastructure.

Upon review of the maps and policies within the IDP we have identified that although existing pipelines are demonstrated on the Natural Resource Development Map there are no policies in relation to development in proximity of pipelines. Therefore the following section details some recommendations for you to take into consideration.



Recommendations

- To ensure that all development within the Pipeline Assessment Area is referred to TC Energy for review and comment, we recommend inclusion of the following policy within **Section 3.5 (Natural Resources)** of the IDP:
 - "When an area structure plan, an outline plan, a concept plan, a subdivision application or a development permit application is proposed that involves land within approximately 250m of a pipeline, as demonstrated in **Appendix A2: Natural Resource Development** the municipality that has jurisdiction over approval of the plan or application shall refer the matter to the pipeline operator for review and input."
- To ensure that developers and landowners are aware of the requirement for written consent by pipeline operators for development within the 30m prescribed area, we recommend the inclusion of the following policy within **Section 3.5 (Natural Resources)** of the IDP:
 - "Any development within 30m of or crossings a pipeline shall require written consent from the pipeline operator."

Additional best practices and guidelines for development adjacent to pipelines in the land use planning process are included within **Attachment 02 Work Safely Booklet**. We recommend that these documents be reviewed in full.

Conclusion

Please continue to keep us informed about this project and any future policy, land use, subdivision, and development activities in proximity to TC's pipelines and facilities. Referrals and any questions regarding land use planning and development around pipelines should be sent to tcenergy@bapg.ca. Thanks again for providing us with the opportunity to provide comments on this project and we look forward to working with you in the future.

Sincerely,

Kayla McCarthy

Community Planner | MPlan

(403) 692 4531 | kmccarthy@bapg.ca

B&A Planning Group 600, 215 - 9 Avenue SW | Calgary, AB T2P 1K3 | www.bapg.ca

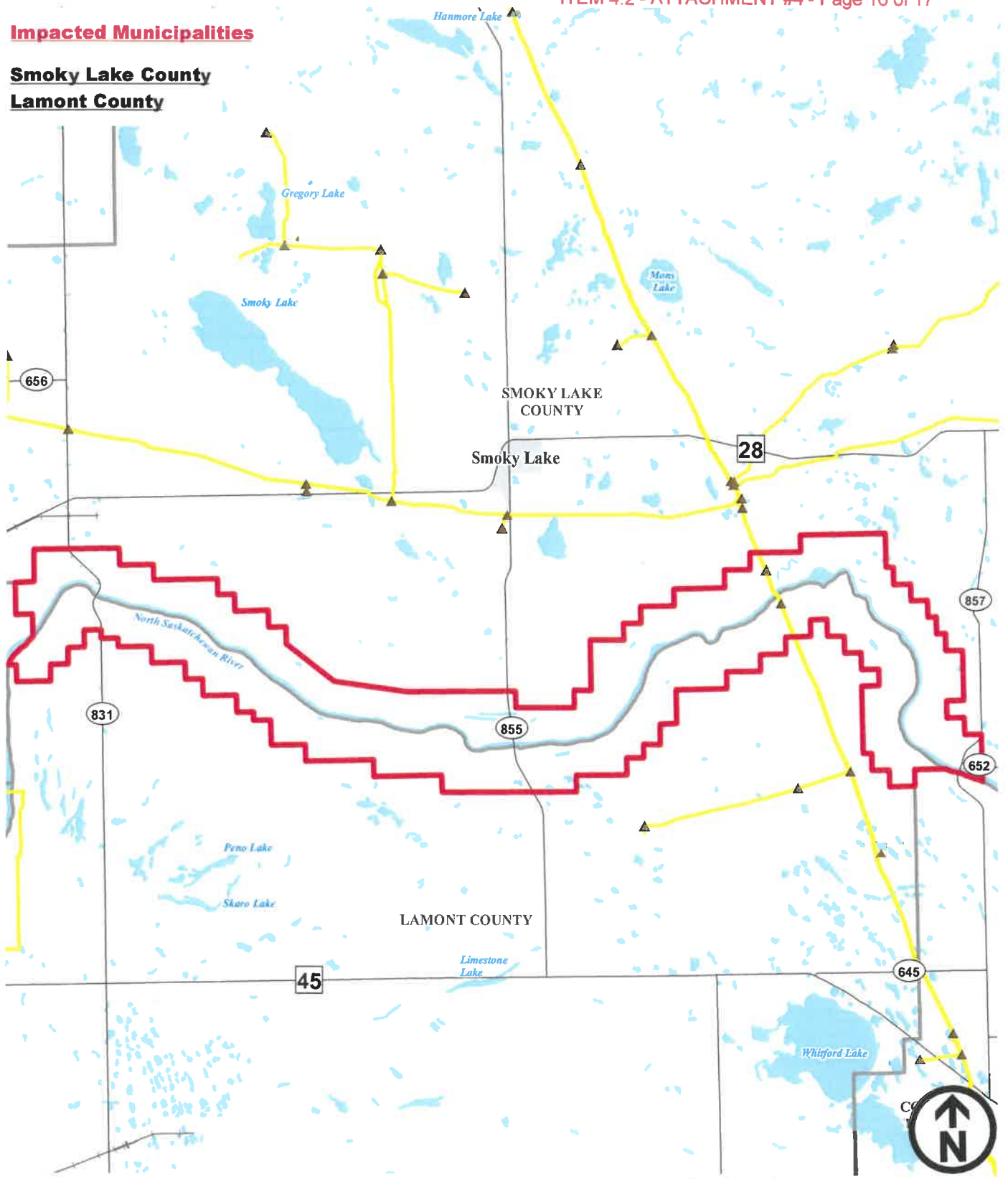
Attachments

Attachment 01 Approximate Location of TC Infrastructure

Attachment 02 Work Safely Booklet

Impacted Municipalities

Smoky Lake County
Lamont County



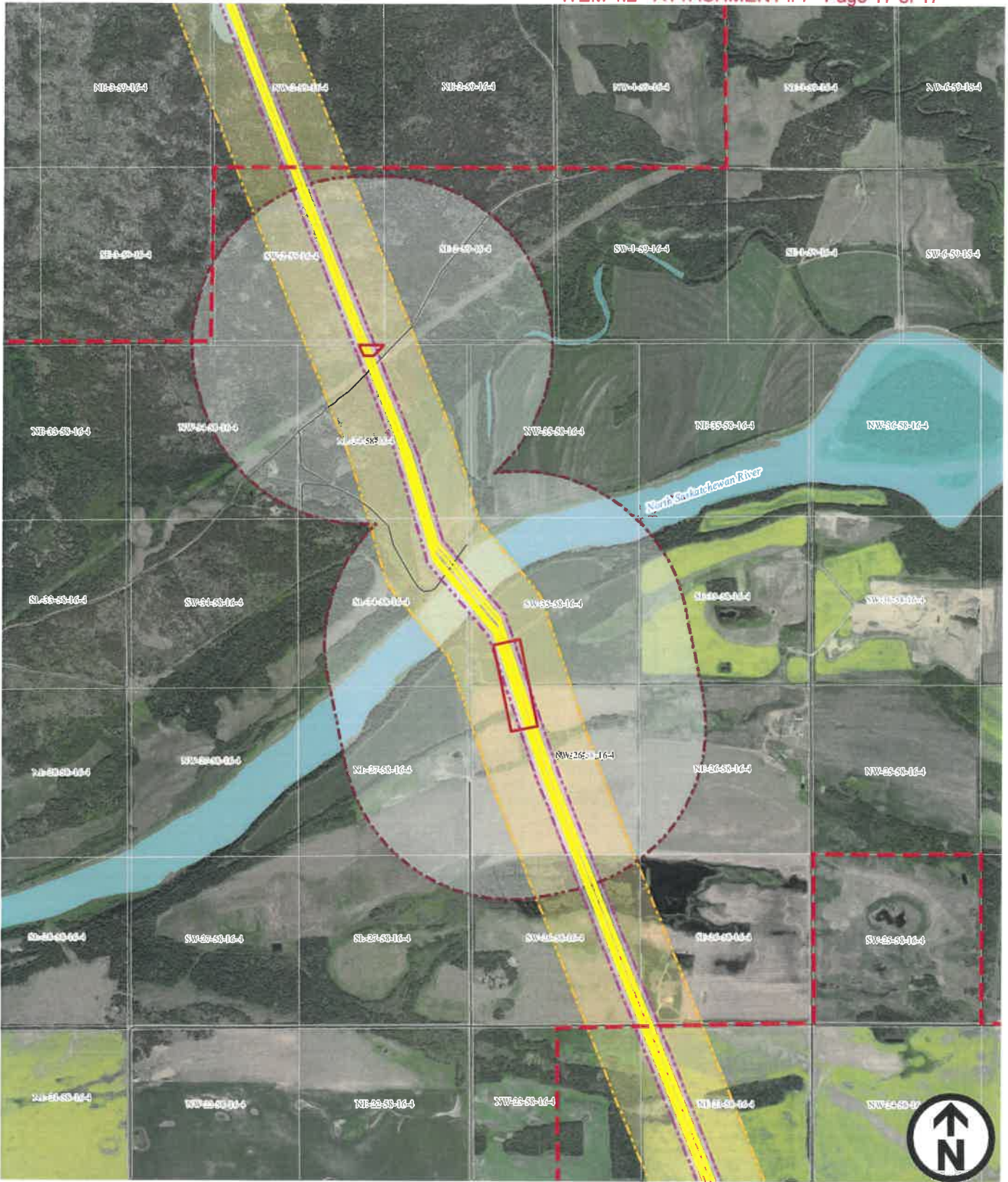
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- Legend**
- Subject Site
 - Rural Municipality
 - Urban Municipality
 - Waterbody
 - Major Road
 - Railway
 - ▲ TC Energy Facility
 - TC Energy Pipeline

Context Map
Plan of Intermunicipal Development

Smoky Lake County
 Referral #: R01922AB
 TC Region: Wildrose
 January 2021



Map File: R01922AB_Concept

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Legend

- Subject Site
- TC Energy Pipeline
- TC Energy Facility
- Prescribed Area (30m)
- Pipeline Assessment Area (220m)
- Facility Assessment Area (800m)
- Road
- Quarter Section
- Waterbody

TC Energy Infrastructure
 Plan of Intermunicipal Development
 Smoky Lake County / Lamont County
 Referral #: R01922AB
 Map and data for informational and planning purposes only
 Conceptual alignment only. Aerial Source: ESRI
 January 2021



REQUEST FOR DECISION		DATE	February 25, 2021	4.3
TOPIC	2021 Minister's Awards for Municipal Excellence			
PROPOSAL	That Smoky Lake County Council self-nominate for the 2021 Minister's Awards for Municipal Excellence under the Smaller Municipalities Category, ahead of the March 31, 2021 deadline.			
BACKGROUND	<p>Since 2002, this annual award program has encouraged municipalities to share their successes by recognizing accomplishments in the provision of municipal services in Alberta. Each year municipalities, whether individually or in partnership with other organizations, have highlighted practices including new and unique approaches to issues, streamlined processes for existing practices and creative community partnerships.</p> <p><u>2021 Award categories</u></p> <ul style="list-style-type: none"> ● Building Economic Strength - Open to all municipalities <ul style="list-style-type: none"> ○ Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength. ● Enhancing Community Safety - Open to all municipalities <ul style="list-style-type: none"> ○ Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures) and community services initiatives. ● Partnership - Open to all municipalities <ul style="list-style-type: none"> ○ Award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups and other orders of government to achieve a specific outcome. ● Service Delivery Innovation - Open to all municipalities <ul style="list-style-type: none"> ○ Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through the use of an alternate delivery approach. ● Smaller Municipalities - Open to municipalities with populations less than 5,000 <ul style="list-style-type: none"> ○ Award will be given for a municipal initiative that demonstrates leadership, resourcefulness or innovation, or both, to better the community. 			

Submission guidelines

All Alberta municipalities are eligible for the Minister's Awards for Municipal Excellence. The Smaller Municipality category is the only category that is restricted to municipalities with population under 5,000.

Municipalities may submit one or 2 practices per year. Each practice can only be submitted once. This means the same practice cannot be submitted to more than one category.

The Awards program is open only to municipalities to apply, though other organizations can have a role in the submitted practice. This means the municipality applies for the award and can recognize its partners or other organizations, or both, as part of its submission.

Submissions will be evaluated by a panel of municipal representatives, which will recommend award winners to the Minister. Submissions will also be evaluated on the following:

- Sustainability – impacts of the practice in the short, medium, and long term, with sufficient results over time to indicate viability.
- Relevance – suitability of the practice to the local conditions, size of municipality, and available resources.
- Transferability - effect the practice has or could have on local government throughout the province and the effort expended in order to assist other municipalities in understanding and implementing the practice.
- Quality of submission - clarity, logic and completeness of the submission.

Submissions must demonstrate that the practice addressed a community need and has been in place for a sufficient length of time to produce verifiable results.

2020 Award winners

- Building Economic Strength Category – Town of Taber, Wastewater Operations Collaboration
- Partnership Category – Town of Peace River, Sunrise Medical Clinic initiative
- Service Delivery Innovation Category – City of Lethbridge, Tax and Assessment with HEART initiative
- Smaller Municipalities Category – Town of Raymond, Net Zero Solar Project Initiative

Attachments

- Letter from Minister McIver © **Attachment 1**.

- Minister's Awards for Municipal Excellence Submission Form © Attachment 2.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

- Values:** Integrity, Sustainability/Stability, Pride, Fairness, Freedom
- Vision:** Leading the way in positive growth with healthy, sustainable, rural living.
- Mission:** Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

Municipal Government Act

**Part 1
Purposes, Powers and Capacity of Municipalities
Municipal purposes**

3 The purposes of a municipality are

- (a) to provide good government,
- (a.1) to foster the well-being of the environment,
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,
- (c) to develop and maintain safe and viable communities, and
- (d) to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services.

RSA 2000 cM-26 s3;2016 c24 s6;2017 c13 s1(3)

BENEFITS

- Opportunity to celebrate municipal excellence and innovation

DISADVANTAGES

- Nil.

ALTERNATIVES

- Take no action

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

- Collaboration and relationship-building with member municipalities and Province of Alberta

COMMUNICATION STRATEGY

- Nil.

RECOMMENDATION

That Smoky Lake County Council self-nominate for the 2021 Minister's Awards for Municipal Excellence under the Smaller Municipalities Category, ahead of the March 31, 2021 deadline.

CHIEF ADMINISTRATIVE OFFICER

[Handwritten signature]



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

Deputy Government House Leader

MLA, Calgary-Hays

AR104150

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20th annual Minister's Awards for Municipal Excellence, which formally recognize excellence in local government practices and promotes knowledge-sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

Partnership (open to all municipalities)

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

.../2

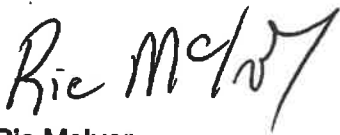
-2-

Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or municipalexcellence@gov.ab.ca.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive style with a large, stylized "R" and "M".

Ric McIver
Minister

2021 Minister's Awards for Municipal Excellence Submission Form

Program Guidelines:

1. The program recognizes initiatives that demonstrate a first-time or unique use of an idea in Alberta.
2. A municipality may submit a maximum of two initiatives per Award year.
3. An initiative may be submitted to one category only per Award year.
4. Submissions must demonstrate that the initiative has been in place long enough to produce verifiable results.
5. Submissions will be evaluated by a panel of municipal representatives which will recommend award winners to the Minister.

The submission deadline is March 31, 2021.

Completed submissions can be sent by email to municipalexcellence@gov.ab.ca.

Submission Categories:

Partnership (open to all municipalities)

Award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination, and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through the use of an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g. lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

Submissions will also be evaluated on the following:

- **Sustainability** – impacts of the practice in the short, medium, and long term, with sufficient results over time to indicate viability.
- **Relevance** – suitability of the practice to the local conditions, size of municipality, and available resources.
- **Transferability** - effect the practice has or could have on local government throughout the province and the effort expended in order to assist other municipalities in understanding and implementing the practice.
- **Quality of submission** - clarity, logic and completeness of the submission.

Submission Form

Date (MM/DD/YYYY)	Click or tap to enter a date.
Name of Practice	Please enter a concise title for the practice. The title should have a maximum of 45 characters.
Name of Municipality	Please enter the name of the municipality submitting the practice.
Municipality Website	Please provide the URL to your municipality's website.
Name of Contact Person	Please enter the name of the contact person for the submission if there are questions about the submission.
Email of Contact Person	Please enter the email address for the contact person.

<p>1. Provide a brief description of your practice (100 words or less). Note: sponsorship and the use of a purchased product/service are not eligible for submission. Click or tap here to enter text.</p>
<p>2. What is the challenge, issue, or community need this initiative was to address? Click or tap here to enter text.</p>
<p>3. What were the goals, objectives and/or desired outcome of implementing this initiative? Click or tap here to enter text.</p>

4. PARTNERSHIP CATEGORY ONLY:

- a. List the members of the partnership and their contributions. Click or tap here to enter text.
- b. Explain how this initiative could not have been accomplished by your municipality alone. Click or tap here to enter text.
- c. Include documentation demonstrating each partner has been informed and acknowledges the submission (e.g. email response). See instructions for Attachments at end of form. Click or tap here to enter text.

5. BUILDING ECONOMIC STRENGTH CATEGORY ONLY:

- a. Which stakeholders in your business community did you work with on this initiative (e.g. Chamber of Commerce, industry associations, business incubators). Click or tap here to enter text.

6. When did you implement this initiative? Click or tap here to enter text.

7. What impact has this initiative already had in your community/on your organization (what statistics, data, or performance measures are available to demonstrate its impact to date)? Click or tap here to enter text.

8. How does this initiative demonstrate excellence and/or innovation? Click or tap here to enter text.

9. What advice would you share with other municipalities from your experience with this initiative (key learnings)? Click or tap here to enter text.

10. Is there anything else you would like the Review Committee to know about this initiative? Click or tap here to enter text.

Attachment 1 (Optional): One supporting document related to the submission.

Attachment 2 (Required for Partnership category): One document that includes documentation of acknowledgement and/or support from all partners named in the submission (e.g. PDF of emails/letters from partners).

Submit completed submission forms to municipalexcellence@gov.ab.ca by March 31, 2021.

If you have any questions, please call (780) 427-2225 or toll free: 310-0000

or email municipalexcellence@gov.ab.ca

The information provided on this form will be used in support of the Minister's Awards for Municipal Excellence Program. It is being collected under the authority of section 33 of the [Freedom of Information and Protection of Privacy \(FOIP\) Act](#) and will be managed in accordance with the FOIP Act. If you have any questions about this collection, please contact the Municipal Services Division, 17th Floor Commerce Place, 10155 - 102nd Street, Edmonton, Alberta, T5J 4L4, (780) 427-2225 (Outside Edmonton, call 310-0000 to be connected toll-free).



REQUEST FOR DECISION		DATE	February 25, 2021	4.4
TOPIC	Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.31 acres)			
PROPOSAL	<p>An expression of interest form was received from Peter Bubula, Property Agent, Properties Division – Realty Services Branch, Alberta Infrastructure, on October 13, 2020, to purchase the lands legally described as Pt. SW-6-59-15-W4M. Alberta Infrastructure intends to replace the existing wet well that supplies the Smoky Lake Tree Nursery with water with an upgraded wet well. The Province owns land adjacent to the west and east sides of the property in question and would like to consolidate the land together to facilitate the proposed wet well development. © Attachment 1</p>			
BACKGROUND	<p>In accordance with Policy 61-10-01: <i>Disposition of County Owned Property</i>, the Planning and Development Manager circulated this request internally to all Managers and Senior Administration on October 14, 2020. Comments received from the other departments are attached. © Attachment 2</p> <p>Attached is Policy 61-10-01: <i>Disposition of County Owned Property</i> for reference. © Attachment 3</p> <p>A copy of the Certificate of Title is attached for reference. © Attachment 4</p> <p>A General Location Map is attached for reference. © Attachment 5</p> <p>Pictures of the property and existing infrastructure are attached for reference © Attachment 6</p> <p>The zoning of the property is Agriculture District under Smoky Lake County Land Use Bylaw 1272-14 (AG). © Attachment 7</p> <p><u>October 22, 2020 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • The expression of interest to purchase said lands was first considered at the October 22, 2020 Smoky Lake County Council meeting. • Motion 74-20: “That Smoky Lake County proceed with advertising the lands legally described as Pt. SW-6-59-15-W4M, Property Tax Roll No. 15590622, containing 0.44 acres (more or less), for two consecutive weeks, in accordance with Policy No. 61-10-01: <i>Disposition of County Owned Property</i>.” • NOTE: Since the October 22, 2020 Council meeting, the Planning and Development Manager has determined that the County's records indicating the parcel encompassing 0.44 acres of land is inaccurate, and that the size of the parcel is actually 0.31 acres in size. <p><u>December 3, 2020 – Real Estate Appraisal – Harrison Bowker Valuation Group & Agreement for Purchase and Land Sale</u></p> <ul style="list-style-type: none"> • The Planning and Development Manager received an appraisal conducted on behalf of the Government of Alberta by Harrison Bowker Valuation Group. The appraisal concluded that land in the area is valued at \$2,275/acre. Using this valuation, the Government of Alberta values said lands at \$705 (\$2,275/acre x 0.31 acres). © Attachment 8 • The Planning and Development Manager also received an Agreement for Purchase and Land Sale from the Government of Alberta respecting the said lands. © Attachment 9 <p><u>December 10, Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • The expression of interest to purchase said lands was considered by Smoky Lake County Council at its December 10, 2020 regular meeting. 			

	<ul style="list-style-type: none"> • Motion 220-20: <i>"That Smoky Lake County defer to administration to seek a reasonable market value of the land legally described as Pt. SW-6-59-15-W4M, Property Tax Roll No. 15590622, containing 0.31 acres (more or less), prior to considering the Expression of Interest, dated October 13, 2020, received from Alberta Infrastructure, Government of Alberta, in the amount of \$705.00 to purchase the said lands in accordance with County Policy Statement No. 61-10-01: Disposition of County Owned Property."</i> <p><u>December 17, 2020 – Email Sent to Alison Reid, County Assessor, Re: Assessed Value</u></p> <ul style="list-style-type: none"> • The Planning and Development Manager sent an email to Alison Reid, Smoky Lake County's assessor, to request an assessment of the value of said lands. • © Attachment 10 <p><u>December 29, 2020 – Email Received from Alison Reid, County Assessor, Re: Assessed Value</u></p> <ul style="list-style-type: none"> • The Planning and Development Manager received a response from Alison Reid regarding the assessed value of said lands. • Ms. Reid assessed the value of said lands at \$6,800.00. © Attachment 11 <p><u>January 25 2021 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion 297-21: <i>"That Smoky Lake County, counteroffer in the amount of Six Thousand, Eight Hundred Dollars (\$6,800.00) GST exempt, as per the Municipal Assessors valuation in respect to selling the County owned lands legally described as Pt. SW-6-59-15-W4M (Certificate of Title # 782055897), containing 0.31 acres, more or less, in accordance with Policy Statement No. 61-10-01: Disposition of County Owned Property, to Alberta Infrastructure, in response to the expression of interest received from the Government of Alberta representative: Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure, dated October 13, 2020."</i> <p><u>February 18, 2021 – Email from Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure</u></p> <ul style="list-style-type: none"> • The Planning and Development Manager received a response from Peter Bubula regarding the assessed value of said lands. © Attachment 12 <p><u>February 18, 2021 – Email from Bob Daudelin, County Assessor, Re: Assessed Value</u></p> <ul style="list-style-type: none"> • Upon request, the Planning and Development Assistant received a response from Bob Daudelin providing additional information and methodology regarding the assessed value of said lands. © Attachment 13 • This was promptly shared with Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure for consideration.
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CORRELATION TO BUSINESS (STRATEGIC) PLAN

Nil.

<p>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</p>	<p><u>MGA Sections</u></p> <p><u>Section 70: Disposal of land</u></p> <p>(1) If a municipality proposes to transfer or grant an estate or interest in</p> <p style="padding-left: 40px;">(a) land for less than its market value, or</p> <p style="padding-left: 40px;">(b) a public park or recreation or exhibition grounds, the proposal must be advertised.</p> <p>(2) The proposal does not have to be advertised if the estate or interest is</p>
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- (a) to be used for the purposes of supplying a public utility,
- (b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or
- (c) to be used by a non-profit organization as defined in Section 241(f).

Section 419: Reserve bid and conditions of sale

The council must set

- (a) for each parcel of land to be offered for sale at a *public auction*, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (c) any conditions that apply to the sale.

Section 425: Right to dispose of parcel

(1) A municipality that becomes the owner of a parcel of land pursuant to section 424 may dispose of the parcel

- (a) by selling it at a price that is as close as reasonably possible the market value of the parcel, or
- (b) by depositing in the account referred to in section 427(1)(a) an amount of money equal to the price at which the municipality would be willing to sell the parcel under clause (a)

(2) The municipality may grant a lease, license or permit in respect to the parcel.

(3) Repealed 1995 c24 s65.

(4) If a parcel of land is disposed of under subsection (1), the municipality must request the Registrar to delete the words "Tax Forfeiture" from the certificate of title issued in the name of the municipality for that parcel.

Section 427: Separate account for sale proceeds

(1) The money paid for a parcel of land at a public auction or pursuant to section 425

- (a) must be deposited by the municipality in an account that is established solely for the purpose of depositing money from the sale or disposition of land under this Division, and
- (b) must be paid out in accordance with this section and section 428.

(2) The following must be paid first and in the following order:

- (a) any remedial costs relating to the parcel;
 - (a.1) the tax arrears in respect of the parcel;
- (b) any lawful expenses of the municipality in respect of the parcel;
- (c) any expenses owing to the Crown that have been charged against the parcel of land under section 553;

(d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.

(3) If there is any money remaining after payment of the tax arrears and costs listed in subsection (2), the municipality must notify the previous owner that there is money remaining.

(3.1) Subject to subsection (3.3), if the municipality is satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality may pay the money remaining to the previous owner.

(3.2) If the municipality is not satisfied that there are not debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality must notify the previous owner that an application has been made under section 428(1) to recover all or part of the money.

(3.3) For the purpose of this Division, "previous owner" includes the Crown in right of Alberta if the municipality has been notified by the Minister responsible for the *Unclaimed Personal Property and Vested Property Act* that the land has vested in the Crown, and any money remaining after payment of the tax arrears and costs set out in subsection (2) must be paid to the Minister responsible for the *Unclaimed Personal Property and Vested Property Act*.

(4) Money paid to a municipality under a lease, license or permit granted under section 425(2) must be placed in the account referred to in subsection (1) and distributed in accordance with this section and section 428.

Section 428: Distribution of surplus sale proceeds

(1) A person may apply to the Court of Queen's Bench for an order declaring that the person is entitled to a part of the money in the account referred to in section 427(1).

(2) An application under this section must be made within 10 years after


- (a) the date of the public auction, if the parcel was sold at a public auction, or
- (b) the date of a sale under section 425, if the parcel was sold at a sale under that section.

(3) The Court must decide if notice must be given to any person other than the applicant and in that event the hearing must be adjourned to allow notice to be given.

(4) In making an order, the Court must have regard to the priorities in which sale proceeds are distributed in a foreclosure action.

BENEFITS	<p>If Council chooses to accept the sale offer and land transfer, it would:</p> <ul style="list-style-type: none"> • assist Alberta Infrastructure with its proposed capital project which will benefit the Smoky Lake Tree Nursery's operations; • dispose of land not required for municipal use; and • eliminate County liability associated with the land.
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DISADVANTAGES	<ul style="list-style-type: none"> • Refusing the sale offer is likely to disrupt Alberta Infrastructure's plans for site maintenance and upgrades scheduled for Spring 2021.
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ALTERNATIVES	<ul style="list-style-type: none"> • Council may either choose to accept the sale offer or decline it.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	<u>Advertising Costs</u> \$1000.00 Capital Costs:
Budget Available:	_____ Source of Funds: _____
Budgeted Costs:	_____ Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Refusing the sale offer is likely to disrupt Alberta Infrastructure's plans for site maintenance and upgrades scheduled for Spring 2021.
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p style="color: red;">That Smoky Lake County Council decline the offer, in the amount of \$705.00, from Alberta Infrastructure, Properties Division – Realty Services Branch, Government of Alberta, to purchase the lands legally described as Pt. SW-6-59-15-W4M (Certificate of Title # 782055897), containing 0.31 acres, more or less.</p>	
CHIEF ADMINISTRATIVE OFFICER	

SCHEDULE A – EXPRESSION OF INTEREST FORM

**ATTENTION: PLANNING AND DEVELOPMENT MANAGER
EXPRESSION OF INTEREST
TO PURCHASE PROPERTY FROM SMOKY LAKE COUNTY**

The information below is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information regarding a desire to purchase property owned by Smoky Lake County prior to negotiation of a formal agreement of purchase and sale. The completion and submission of the Expression of Interest in no way obligates the applicant to purchase the property in question and is not in any way binding upon Smoky Lake County. The Expression of Interest is for information purposes only.

Expressions of Interest will not be reviewed until after any stated deadline date. Where no deadline date is stated, expressions of Interest will be reviewed as received. Smoky Lake County reserves the right to negotiate with only those parties that Smoky Lake County so determines in its sole discretion.

Contact information

Required fields marked with asterisk ()*

Date*	October 13, 2020
Interested Purchaser's Name*	Alberta Infrastructure
Organization (if applicable)	Government of Alberta
Phone Number*	780-643-0874
E-mail address	peter.bubula@gov.ab.ca
Mailing Address*	3rd Floor, Infrastructure Building 6950-113 Street, Edmonton, Alberta T6H 5V7

Section 61

Policy 10-01

Description of proposed development, including specific uses anticipated for the site (for information purposes only):

Infrastructure needs to acquire approximately 0.44 acres of land to enable the development of an approved wetwell capital project at the Alberta Tree Improvement and Seed Centre (ATISC). Part of the existing wetwell facility is located on Smoky Lake County land. Acquiring the County land will result in Infrastructure having consolidated ownership of the entire wetwell facility.

Realtor Name and Address (if applicable): N/A

Legal Description of property requesting to purchase

Lot:		Block:		Plan:	
Pt. SW	Sec. 6	Township 59	Range 15	W4M	
Size: 0.44 acres		Location/Area:			

What sale price are you prepared to pay?

Sale Price	\$ TBD by an appraisal of the property (Please indicate specific dollar amount)
Deposit (to be submitted with this form)	\$200.00 Alberta Infrastructure would like to ask for the deposit to be waived due to number of steps and amount of time
Total Price (before GST)	\$ required in order to get a cheque requisitioned.
GST (on sale price and deposit)	\$
Balance Due at Closing	\$

Closing Date

What is your preferred date to complete the transaction, take possession and have any adjustments made?

YYYY: 2020 MM: 12 DD: 20

This information is collected under the authority of section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and for the purpose of property sale transactions with Smoky Lake County. It is protected by the privacy provisions of the *Freedom of Information Act*.

Jordan Ruegg

From: Carleigh McMullin
Sent: October 14, 2020 10:08 AM
To: Jordan Ruegg; managers
Cc: Gene Sobolewski; Lydia Cielin; Kyle Schole
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good Morning Jordan,

I have no concerns with the purchase.

Thanks,



Carleigh McMullin
Agricultural Fieldman
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5409
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

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

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

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Wednesday, October 14, 2020 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good morning everyone,

I have received an offer from Alberta Infrastructure to purchase County-owned land legally described as **Pt. SW-6-59-15-W4M (a portion of the road allowance adjoining this quarter section)** located near the tree nursery. As per *County Policy 61-10: Disposition of County-Owned Property*, I am required to circulate the Expression of Interest to Purchase to all of the managers in order to determine if the County has any future plans for the land, or if there are any issues or concerns you have regarding the proposed development of said land. Please see the attached copy of the Expression of Interest to Purchase and provide your comments to me. I'd like to take this request to Council on October 22nd, so if you could email me your comments (even if you don't have any concerns) as soon as possible I'd appreciate it.

Let me know if you have any questions.

Thanks,



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

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

Jordan Ruegg

From: Dave Franchuk
Sent: October 14, 2020 9:28 AM
To: Jordan Ruegg; managers
Cc: Gene Sobolewski; Lydia Cielin; Kyle Schole
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Hi Jordan,
No issues here.

Cheers,



Dave Franchuk
Environmental Operations Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780 650-1800
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑲᑎᑲ<Cu ᑲᑲ^hΔg<ᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: October 14, 2020 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good morning everyone,

I have received an offer from Alberta Infrastructure to purchase County-owned land legally described as **Pt. SW-6-59-15-W4M (a portion of the road allowance adjoining this quarter section)** located near the tree nursery. As per *County Policy 61-10: Disposition of County-Owned Property*, I am required to circulate the Expression of Interest to Purchase to all of the managers in order to determine if the County has any future plans for the land, or if there are any issues or concerns you have regarding the proposed development of said land. Please see the attached copy of the Expression of Interest to Purchase and provide your comments to me. I'd like to take this request to Council on October 22nd, so if you could email me your comments (even if you don't have any concerns) as soon as possible I'd appreciate it.

Let me know if you have any questions.

Thanks,



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

ᑭᓴᑭᓱᓱ ᓴᑭᓱᓱ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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

Jordan Ruegg

From: Brenda Adamson
Sent: October 14, 2020 9:19 AM
To: Jordan Ruegg
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Jordan,
I have no concerns or information to add regarding this parcel.

Brenda Adamson, CLGM, CAMP

Finance Manager
Smoky Lake County
Box 310, Smoky Lake, AB T0A 3C0
780-656-3730

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: October 14, 2020 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

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Jordan Ruegg

From: Daniel Moric
Sent: October 14, 2020 9:30 AM
To: Jordan Ruegg; managers
Cc: Gene Sobolewski; Lydia Cielin; Kyle Schole
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

No issues from the Natural Gas Dept.

Thank you



Daniel Moric
Natural Gas Manager
Smoky Lake County Natural Gas Dept
Office (780)656-3037
Cell (780)656-5734

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: October 14, 2020 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
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Let me know if you have any questions.

Thanks,

Jordan Ruegg

From: Carole Dowhaniuk
Sent: October 14, 2020 12:54 PM
To: Jordan Ruegg; managers
Cc: Gene Sobolewski; Lydia Cielin; Kyle Schole
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good afternoon Jordan,

No Issues here as well!

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: October 14, 2020 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
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Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
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Smoky Lake, Alberta, T0A 3C0

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Jordan Ruegg

From: Ed English
Sent: October 14, 2020 2:10 PM
To: Jordan Ruegg
Subject: RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

No Worries from Parks and Recreation.
Ed

From: Jordan Ruegg
Sent: October-14-20 9:13 AM
To: managers <managers@smokylakecounty.ab.ca>
Cc: Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

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SMOKY LAKE COUNTY



Title: Disposition of County Owned Property		Policy No: 10-01
Section: 61	Code: P-R	Page No.: 1 of 14 E

Legislative Reference:	Alberta Provincial Statutes
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Purpose:	To outline the procedures and requirements for disposition of County owned lands not required for present or future County operations.
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Policy Statement and Guidelines:

1.0 STATEMENT

Smoky Lake County owns a variety of land assets, some of which the County acquired through tax forfeiture. The County recognizes that these lands are deemed as surplus and wishes to dispose of same with a consistent and transparent process at a fair market value whenever possible.

2.0 OBJECTIVE

On behalf of County Council, administration is to receive and coordinate all requests to dispose of surplus property in accordance with federal, provincial, and municipal laws.

3.0 GUIDELINES

It shall be the policy of Council to consider the sale of municipally owned land when requests are received or when land is no longer required for municipal purposes.

4.0 REQUEST TO PURCHASE LAND:

- 4.1 An individual wishing to purchase land owned by Smoky Lake County must complete the **Schedule A - Expression of Interest Form** in its entirety and submit a cash deposit of \$200.00.
- 4.2 Upon receipt of the "Expression of Interest", the Planning and Development Manager will:
 - 4.2.1 Circulate the legal land description to the management team to determine if the County has a potential for future use of said lands.
 - 4.2.2 Obtain a current assessed value for the said lands from the County's assessor.
 - 4.2.3 Prepare a report and recommendation to be presented to Council for consideration attaching the compiled comments from the management team.
 - 4.2.4 If County Council agrees to proceed with the sale of the said lands by resolution, an advertisement will be placed in the local newspaper for (2) two consecutive weeks.

Title: Disposition of County Owned Property		Policy No: 10-01
Section: 61	Code: P-R	Page No.: 2 of 14 E

Policy Statement and Guidelines:

- 4.2.5 Develop and maintain a list of County owned lands for sale to be reviewed by County Council by December 31st of each calendar year.
- 4.2.6 The listing will be made available on Webmap and the County’s website.
- 4.3 If a decision is made not to sell the land in question, the \$200.00 cash deposit shall be refunded in its entirety.
- 4.4 If the Administration advertises (sample attached as **Schedule B – Sample Advertisement For Sale of County Owned Property**) as per Council direction for the sale of the land, and if the applicant is the successful bidder or if a decision is made pursuant to Section (8) hereof to waive this policy and sell directly to the applicant, then the \$200.00 cash deposit shall be applied to the price of the land.
- 4.5 If the applicant is not the successful bidder for the land, the \$200.00 cash deposit will be returned to the applicant.
- 4.6 If the applicant is the only bidder (and the bid is accepted by County Council) for the land in question, the \$200.00 cash deposit will be applied to the price of the land.
- 4.7 Interested Purchaser(s) are responsible for obtaining the following documents: Certificate of Title, Caveats registered on the land title, Property Dimensions, Zoning, Aerial Photo, Tax Certificate at his or her own costs. Alternatively, some of this information may be obtained free of charge by accessing the County’s Geographical Information Systems (GIS) on the County’s website at <http://webmap.smokylakecounty.ab.ca>. This information can be obtained by an interested Purchaser prior to submitting an “Expression of Interest”.

5.0 REQUEST FOR PROPOSALS:

- 5.1 Council may consider, from time to time, the sale of certain parcels of municipally owned land by way of “Request For Proposals” which shall be advertised in a local paper for a period of not less than (3) three consecutive weeks and the County’s website.
- 5.2 Proposals submitted to the County for the purchase of municipally owned land may include but not be limited to the following information:
 - 5.2.1 Detailed description of economic impact of the project including number of jobs created both part-time and full-time.
 - 5.2.2 Detailed description of the development proposed;
 - 5.2.3 Detailed plot plan showing specific location of any buildings, structures or developments (including parking area) within the site;
 - 5.2.4 Schedule for the construction of all components of the proposed development;

Title: Disposition of County Owned Property	Policy No: 10-01
Section: 61	Code: P-R
	Page No.: 3 of 14 <i>E</i>

Policy Statement and Guidelines:

- 5.2.5 Detailed description of the building design and other components such as exterior building materials, façade, signage, landscape and other aesthetics impacting on the area where the development will occur;
 - 5.2.6 Amount offered for land on a per acre basis and an estimate of total value of project when complete; and,
 - 5.2.7 Detailed description of economic impact of the project including number of jobs created both part-time and full-time.
- 5.3 Criteria for rating proposals shall be as follows:
- 5.3.1 Suitability of Development Rating 20 pts.
 - 5.3.1.1 Land Use Planning compatibility
 - 5.3.1.2 Accessibility
 - 5.3.1.3 Complimentary to existing uses in the area
 - 5.3.1.4 Aesthetic impact (ie. structure, landscape, signage, etc.)
 - 5.3.2 Economic Development Rating 20 pts.
 - 5.3.2.1 Employment opportunities
 - 5.3.2.2 Tax base impact (displacement)
 - 5.3.2.3 Need for service
 - 5.3.2.4 Competitiveness to Community
 - 5.3.3 Infrastructure Benefits Rating 20 pts.
 - 5.3.3.1 Potential to improve sewer service.
 - 5.3.3.2 Potential to improve road/access service.
 - 5.3.3.3 Potential to improve other provincial or municipal services.
 - 5.3.3.4 Potential to allow for improved communication services.
 - 5.3.4 Community Benefits Rating 20 pts.
 - 5.3.4.1 Provides for needs of local residents.
 - 5.3.4.2 Reduces need to seek services outside local area.
 - 5.3.4.3 Enhances the building compliment in the area.
 - 5.3.4.4 Supports or encourages tourism.
- 5.4 Council is not bound to accept any proposal, and may accept a proposal in whole or in part.
- 5.5 The Transfer of Land will be made subject to the conditions of a land sale agreement which shall be negotiated between the developer and County Council.

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Policy Statement and Guidelines:

- 5.6 Provision for Transfer of Land back to the County based upon project timelines not being met will be considered.
- 5.7 Pursuant to the provisions of the Municipal Government Act the County must receive at least market value for land sold.

Procedures for Section 5.0 – Request For Proposals

- 5.8 All Request For Proposals for the purchase of land shall be accompanied by a cash or cheque deposit equal to ten percent (10%) of the bid price, or such other amount as the Council may have determined. Failure to enclose the required deposit will result in rejection of the bid.
- 5.9 The County reserves the right to reject any or all proposals received. Should the County decide that it is in the best interest of the County to retain the subject lands, the bidders shall have no claim against the County.
- 5.10 Only those bids received on or before the deadline date advertised for the submission of Request For Proposals will be considered by the County.
- 5.11 If a proposal is withdrawn following acceptance by the County, the accepted deposit shall be forfeited to and retained by the County as liquidated damages, with the County reserving the right to proceed against the bidder for additional expenses and damages incurred and the bidder deemed not to have been received.
- 5.12 The County accepts no responsibility for damage to the tendered land after the date of notification of acceptance of the proposals to the successful bidder.

6.0 ELIGIBILITY OF PROPERTY FOR SALE

- 6.1 Council shall investigate and verify the ownership of land before offering land for sale. Ownership will be determined by the completion of a title search by the Planning & Development Manager.
- 6.2 Council may request a valuation of the land (appraisal) to be sold at any time.
- 6.3 All sales of municipally owned land shall comply with the provisions set out in Section 70 of the Municipal Government Act and amendments thereto for the sale of municipal land.

7.0 TERMS OF SALE

- 7.1 A **Schedule C - Agreement To Purchase** shall be signed by all parties within 30 days of a Council resolution attached hereto as.

Title: Disposition of County Owned Property		Policy No: 10-01
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Policy Statement and Guidelines:

7.2 Once all conditions have been completed as stated in the agreement the Chief Administrative Officer shall sign **Schedule D – Sample Notice** and forward the original signed document to the Purchaser. The Purchaser shall forward same to his/her solicitor.

7.3 Within 60 days of receiving the executed Schedule D, the purchaser shall arrange to have a solicitor of their choice complete the Transfer of Land. All costs associate with same shall be borne by the Purchaser.

8.0 WAIVER OF THIS POLICY

8.1 Advertising is not required for the sale of land in the following instances as per Section 70 (2) of the Municipal Government Act:

8.1.1 To be used for the purposes of supplying a public utility as defined in Section 1(1)(y)the Municipal Government Act,

8.1.2 Transferred or granted under Division 8 Part 10 of the Municipal Government Act before the period of redemption under that Division, or

8.1.3 To be used by a non-profit organization as defined in Section 241(f) of the Municipal Government Act.

9.0 OTHER

9.1 This policy does not apply to lands listed and/or sold at a Public Auction held by the municipality.

9.2 Smoky Lake County provides no representation or warranty in regards to the presence or absence of any environmental contamination or hazardous substances, soil conditions, accessibility or suitability for development. Each Parcel (including any and all structures located thereon) is sold on an “as is” basis and the Purchaser is the purchasing the parcel(s) at his or her own risk.

9.3 All costs for servicing the lot shall be borne by the Purchaser.

9.4 The Purchaser shall be responsible for obtaining all necessary development, building, and other related permits if the Purchaser wishes to commence with the development on said lands.

9.5 The County reserves the right at its discretion to accept, reject or further negotiate with any and all applications and/or cancel a listing at any given time.

9.6 The County reserves the right to specify a reserve bid on the lands being offered for sale.

9.7 The proceeds from the sale of non-reserve lands shall be allocated to a County reserve as directed by Council.

Title: Disposition of County Owned Property		Policy No: 10-01
Section: 61	Code: P-R	Page No.: 6 of 14 <i>E</i>

Policy Statement and Guidelines:	
9.8	The proceeds from sales of Municipal Reserves (MR) and/or, Municipal and School Reserves shall be allocated to the Cash in Lieu of Municipal Reserve Account.
10.0	PENDING LAND SALES
10.1	Any land sale pending prior to the adoption of this policy shall be considered null and void unless a written extension has been agreed to by County Council on or before the adoption of this policy.

	Date	Resolution Number
Approved	March 28, 2014	# 368-14 - Page #11163
Approved		
Amended		
Amended		

SCHEDULE A – EXPRESSION OF INTEREST FORM

**ATTENTION: PLANNING AND DEVELOPMENT MANAGER
EXPRESSION OF INTEREST
TO PURCHASE PROPERTY FROM SMOKY LAKE COUNTY**

The information below is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information regarding a desire to purchase property owned by Smoky Lake County prior to negotiation of a formal agreement of purchase and sale. The completion and submission of the Expression of Interest in no way obligates the applicant to purchase the property in question and is not in any way binding upon Smoky Lake County. The Expression of Interest is for information purposes only.

Expressions of Interest will not be reviewed until after any stated deadline date. Where no deadline date is stated, expressions of Interest will be reviewed as received. Smoky Lake County reserves the right to negotiate with only those parties that Smoky Lake County so determines in its sole discretion.

Contact information

Required fields marked with asterisk ()*

Date*	
Interested Purchaser's Name*	
Organization (if applicable)	
Phone Number*	
E-mail address	
Mailing Address*	

Section 61

Policy 10-01

Description of proposed development, including specific uses anticipated for the site (for information purposes only):

--

Realtor Name and Address (if applicable): _____

Legal Description of property requesting to purchase

Lot:		Block:		Plan:	
Pt.	Sec.	Township	Range	W4M	
Size:		Location/Area:			

What sale price are you prepared to pay?

Sale Price	\$ (Please indicate specific dollar amount)
Deposit (to be submitted with this form)	\$200.00
Total Price (before GST)	\$
GST (on sale price and deposit)	\$
Balance Due at Closing	\$

Closing Date

What is your preferred date to complete the transaction, take possession and have any adjustments made?

YYYY: _____ MM: _____ DD: _____

This information is collected under the authority of section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and for the purpose of property sale transactions with Smoky Lake County. It is protected by the privacy provisions of the *Freedom of Information Act*.

Section 61

Policy 10-01

SCHEDULE B – SAMPLE ADVERTISEMENT FOR SALE OF COUNTY OWNED PROPERTY

**PUBLIC NOTICE
SMOKY LAKE COUNTY**

NOTICE is hereby given that Smoky Lake County is offering for sale, by Public Bid, lands described as:

Roll #	Legal Description:	Area of Development:	Title Number:	Size:	Electoral Division:	Zoning:
--------	--------------------	----------------------	---------------	-------	---------------------	---------

<insert map>

TERMS: Cash plus G.S.T. Each parcel offered for sale is subject to Council acceptance and to the reservations and conditions contained in the existing Certificate Of Title including Caveats and/or Easements. The purchaser is responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property, and for any and all other costs associated with the sale of the lands (including Transfer of Land).

The minimal accepted bid shall be \$ _____ (excluding GST).

Person(s) interested must submit the required Expression Of Interest Form in a sealed envelope marked **“EXPRESSION OF INTEREST FORM TO PURCHASE PROPERTY”**.

The aforementioned property is being offered for sale on an “AS IS” basis and the County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, absence or presence of environmental contamination or the development ability of the subject lands for any intended use by the Purchaser.

No offer will be accepted where the Purchaser 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.

Smoky Lake County Council has the full right to reject any or all Expression(s) Of Interest(s).

Deadline for submitting an interest is _____ at 12:00:00 Noon.

Please submit to: Cory Ollikka, Chief Administrative Officer
Smoky Lake County
Box 310
Smoky Lake County, Alberta T0A 3C0

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SCHEDULE C – SAMPLE AGREEMENT TO PURCHASE

AGREEMENT TO PURCHASE

THIS AGREEMENT made this _____ day of _____, A.D., 20__.

BETWEEN:

SMOKY LAKE COUNTY
a Municipal Corporation
Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
(hereinafter called "the County")

OF THE FIRST PART

- AND -

PURCHASER'S NAME

Mailing Address Phone Numbers: Residence Work Cellular

(hereinafter called "the Purchaser")

OF THE SECOND PART

WHEREAS, the Purchaser agrees to purchase the lands legally described as:

Legal Land Description:

(hereinafter called "the Lands")

AND WHEREAS the County and the Developer wish to enter into an Agreement regarding the sale of said Lands.

THE PARTIES of this Agreement, in consideration of the promises and the mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

Section 61

Policy 10-01

1. Smoky Lake County provides no representation or warranty in regards to the presence or absence of any environmental contamination or hazardous substances, soil conditions, or suitability for development. Each Parcel is sold on an “as is” basis and the Purchaser is purchasing the Parcel(s) at its own risk.
2. No terms or conditions of final sale will be considered other than those specified by Smoky Lake County in this agreement.
3. The Purchaser shall pay the County the full purchase price is full at the time of signing this agreement. Purchase price: \$ _____.
4. The Land Transfer must be completed prior to the acceptance of a development permit, subdivision application, rezoning application, and/or any safety codes permits.
5. The purchaser is responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property and for any other costs associated with the sale.
6. Applicants who rescind their land purchase application after it has been accepted (by resolution of Council) will be subject to an administrative processing fee of \$200.00.
7. Applicants owing overdue debts with the municipality will not be considered for approval until all debts have been paid to the County.
8. Applicants who are under litigation with the municipality will not be considered for approval until the case has been resolved with the County.
9. All fees, including hiring a solicitor to transfer said lands, are to be paid by the purchaser.
10. The purchaser will be responsible for obtaining all necessary development, building, and other related permits if the purchaser desires to proceed with development on said lands.
11. Failure to adhere to all conditions outlined in this agreement will result in a non-refundable administrative fee as stated in Section 6.
12. This Agreement shall not be assignable by the Purchaser.
13. The County has the legal right to sell the said property.
14. This Agreement is for the benefit of and shall be binding upon heirs, executors, administrators and assigns of the individual parties and the successors and assigns of corporate parties.

Section 61

Policy 10-01

15. Any notices required by one party to be given to the other shall be given at the following address:

Name
Address

And

Smoky Lake County
Box 310
Smoky Lake, Alberta T0A 3C0

IN WITNESS WHEREOF the Parties here have caused their signatures to be hereunto affixed the day and year first above written.

SMOKY LAKE COUNTY

CHIEF ADMINISTRATIVE OFFICER

REEVE

WITNESS

}

PURCHASER

WITNESS

}

PURCHASER

AFFIDAVIT OF EXECUTION

CANADA) I, _____,
 PROVINCE OF ALBERTA) of the Smoky Lake County,
 TO WIT:) in the Province of Alberta,
) MAKE OATH AND SAY:

1. THAT I was personally present and did see **NAME(S)**, named in the within instrument, on the basis of the identification provided to me, duly sign and execute the same for the purpose named therein;
2. THAT the instrument was executed at the Smoky Lake County, Alberta and that I am the subscribing witness thereto;
3. THAT I believe the person(s), whose signature(s) I witnessed, is (are) at least eighteen (18) years of age.

Sworn before me at the Smoky Lake County,)
 in the Province of Alberta)
 this ____ day of _____, 20__)
) _____)
))
))
 _____)
 A Commissioner for Oaths in and for the)
 Province of Alberta)

Section 61

Policy 10-01

SCHEDULE D – SAMPLE NOTICE

(to be printed on County letterhead)

NOTICE TO TRANSFER LAND

TO: Name of Purchaser

DATE: _____

FILE #: _____

RE: Land Sale of _____.

I, Cory Ollikka, Chief Administrative Officer of Smoky Lake County, hereby authorize for the Transfer of Land to be completed on behalf of the Purchaser. The Purchaser shall be responsible for any and all costs associated with the Transfer of Land. Motion No. was passed on _____ authorizing said transfer as follows:

“state the motion as indicated in the Council minutes”

Please prepare all necessary documentation for Smoky Lake County’s signature and seal.

Thank you.

Cory Ollikka
Chief Administrative Officer



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0017 714 361 4;15;59;6;OT 782 055 897

LEGAL DESCRIPTION

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE ADJOINING
THE WEST BOUNDARY OF THE SOUTH WEST QUARTER OF
SECTION SIX (6)
TOWNSHIP FIFTY NINE (59)
RANGE FIFTEEN (15)
WEST OF THE FOURTH MERIDIAN
LYING NORTH OF THE NORTH SASKATCHEWAN RIVER AND SOUTH OF A
LINE DRAWN WESTERLY AND AT RIGHT ANGLES TO THE SAID WEST
BOUNDARY, THROUGH A POINT ON THE SAID WEST BOUNDARY, SAID
POINT BEING TWO THOUSAND THREE HUNDRED AND THIRTY THREE (2333)
FEET SOUTH OF THE NORTH WEST CORNER OF THE SAID QUARTER SECTION
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
782 055 897	20/03/1978			

OWNERS

THE COUNTY OF SMOKY LAKE NO. 13.
OF BOX 310, SMOKY LAKE
ALBERTA T0A 3C0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
912 184 395	17/07/1991	CAVEAT RE : RIGHT OF WAY AGREEMENT CAVEATOR - APACHE CANADA LTD. 2800, 421 - 7 AVE SW

(CONTINUED)

REGISTRATION
NUMBER . DATE (D/M/Y) PARTICULARS

CALGARY
ALBERTA T2P4K9
AGENT - JIM SWETNAM
(DATA UPDATED BY: TRANSFER OF CAVEAT
002122593)
(DATA UPDATED BY: CHANGE OF ADDRESS 022044536)
(DATA UPDATED BY: TRANSFER OF CAVEAT
072319178)
(DATA UPDATED BY: CHANGE OF ADDRESS 132318973)

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 14 DAY OF
OCTOBER, 2020 AT 08:56 A.M.

ORDER NUMBER: 40307646

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



Subject Lands



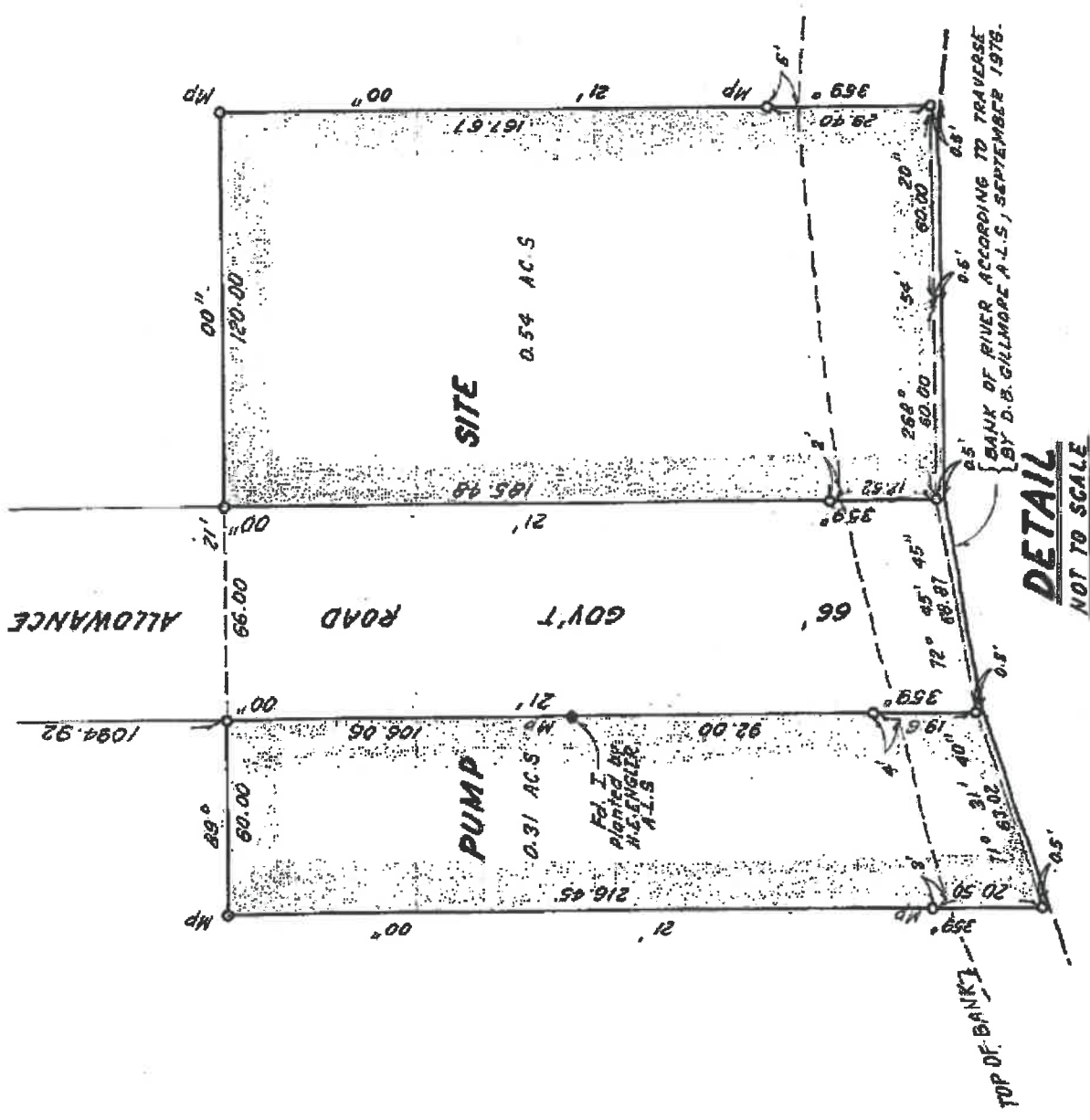
North Saskatchewan River

North Saskatchewan River





S.W. 1/4 SEC. 6 - TP. 59 - RGE. 15 - W. 4 MER.



(SEE DETAIL)

RGE. 15 - W. 4 MER.

ROAD 21' GOV'T 359° 66'

ITEM 4.4 - ATTACHMENT #5 of Page 5 of 6

SURVEY APPROVED

APPROVAL VALID FOR 12 MONTHS FROM DATE OF ISSUANCE FOR UTILITY PURPOSES ONLY

REGISTERED PROFESSIONAL ENGINEER

1976

PLAN

SHOWING SURVEY OF
PUBLIC WORK (IRRIGATION PUMP/SITE)
 IN
SEC. 6-TP59 - RGE. 15 - W. 4 M. 8
 NEAR
SMOKY LAKE - ALBERTA

SCALE: 1" = 200'

D. B. GILLMORE A.L.S.

NOTES:

1. This plan is required to establish a PWS and utility utility.

2. The PWS is shown in the plan and is to be constructed in accordance with the standards of the City of Calgary.

3. The utility is shown in the plan and is to be constructed in accordance with the standards of the City of Calgary.

4. The plan shows the location of the PWS and utility.

5. The plan shows the location of the utility.

REGISTERED SURVEYOR:

I, D. B. Gillmore, of the City of Calgary, Alberta, do hereby certify that this plan was prepared by me or under my personal supervision.

I am a duly qualified and licensed Surveyor under the provisions of the Survey Act, R.S.A. 1978, Chapter S-27, and I am duly sworn.

I am a member of the Association of Professional Surveyors of Alberta, Inc., and I am duly sworn.

I am a member of the Association of Professional Surveyors of Alberta, Inc., and I am duly sworn.

D. B. Gillmore

REGISTERED ENGINEER:

I, D. B. Gillmore, of the City of Calgary, Alberta, do hereby certify that this plan was prepared by me or under my personal supervision.

I am a duly qualified and licensed Engineer under the provisions of the Engineering Act, R.S.A. 1978, Chapter E-10, and I am duly sworn.

I am a member of the Association of Professional Engineers of Alberta, Inc., and I am duly sworn.

I am a member of the Association of Professional Engineers of Alberta, Inc., and I am duly sworn.

D. B. Gillmore

REGISTERED PROFESSIONAL ENGINEER:

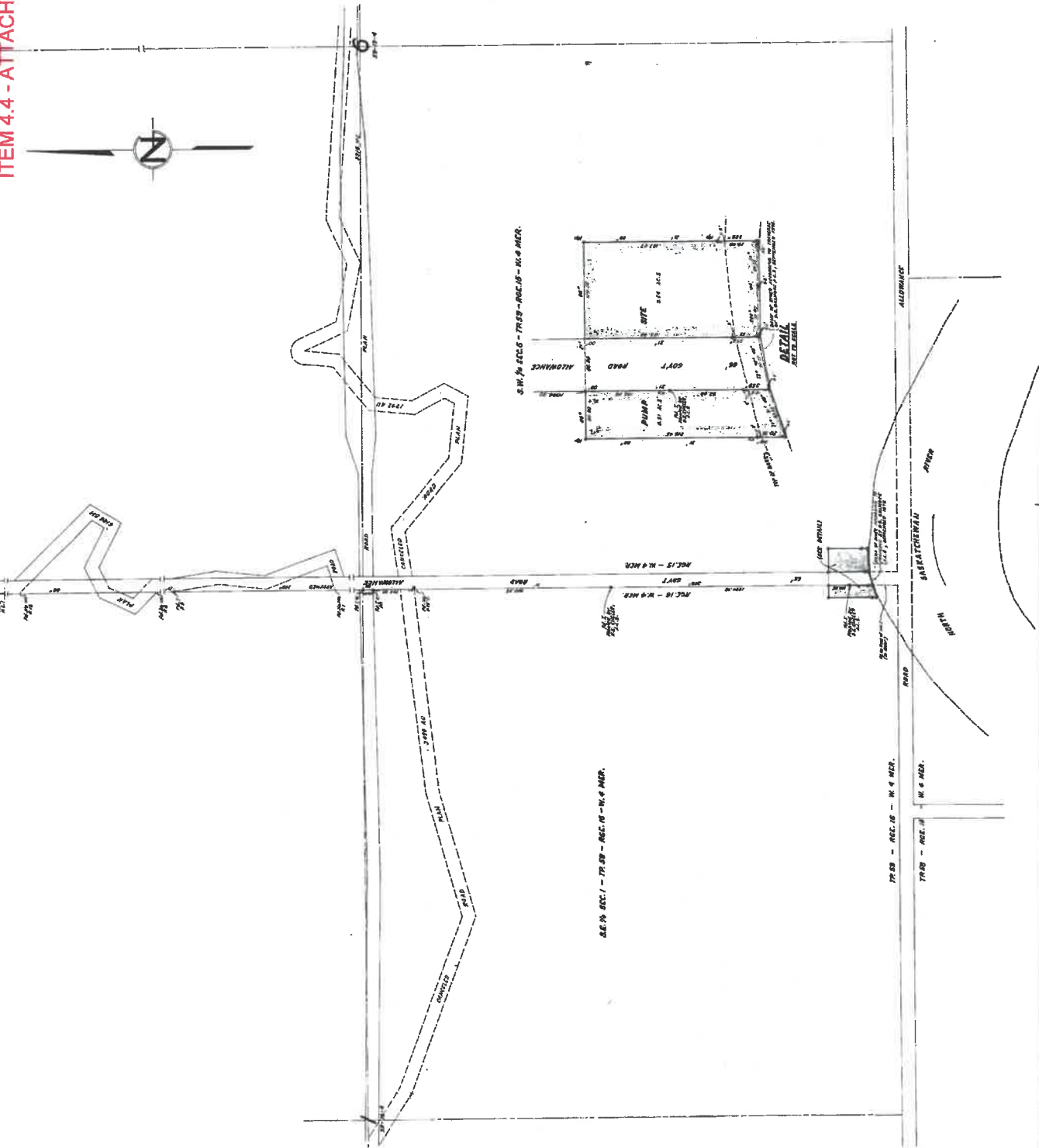
I, D. B. Gillmore, of the City of Calgary, Alberta, do hereby certify that this plan was prepared by me or under my personal supervision.

I am a duly qualified and licensed Professional Engineer under the provisions of the Engineering Act, R.S.A. 1978, Chapter E-10, and I am duly sworn.

I am a member of the Association of Professional Engineers of Alberta, Inc., and I am duly sworn.

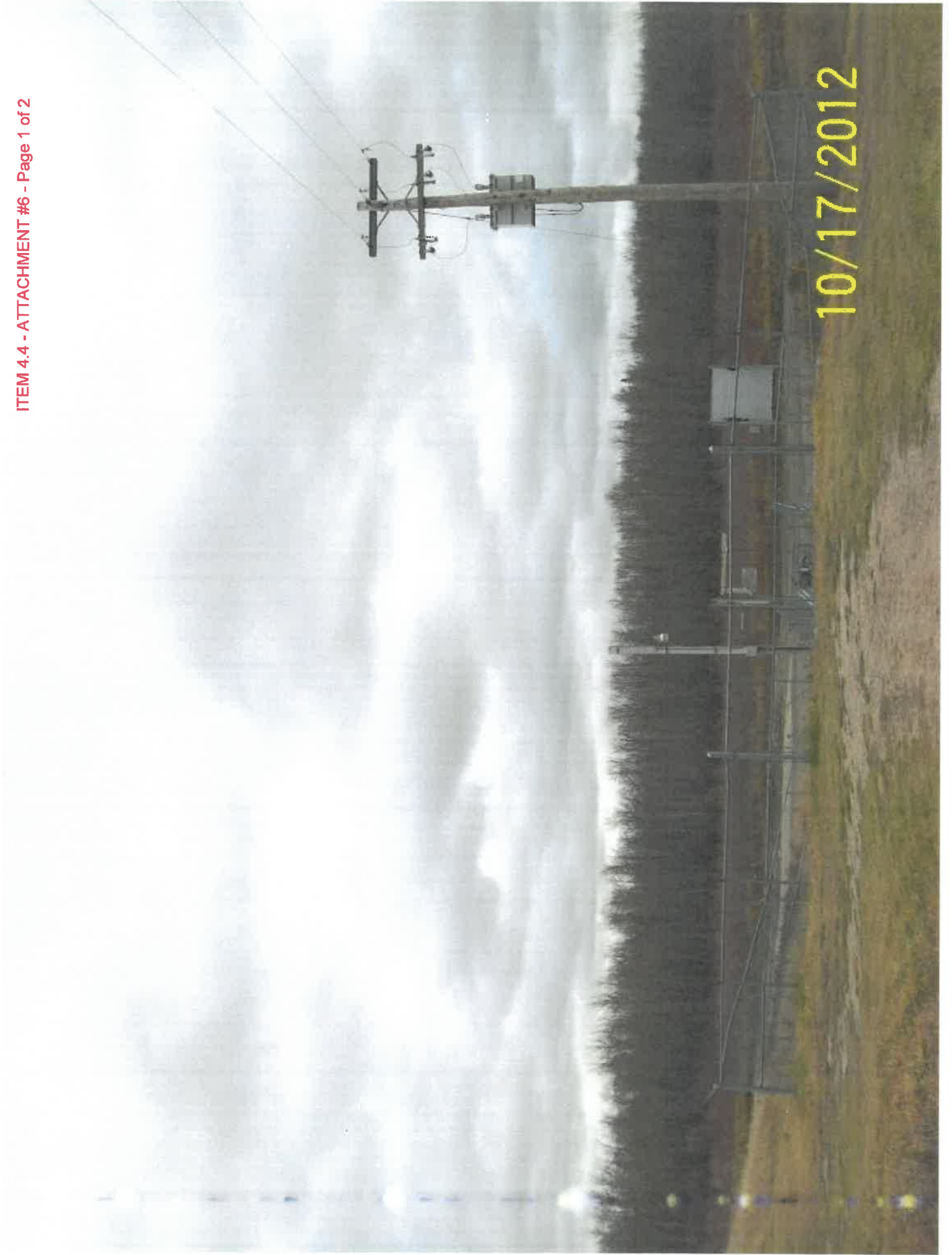
I am a member of the Association of Professional Engineers of Alberta, Inc., and I am duly sworn.

D. B. Gillmore



REGISTERED PROFESSIONAL ENGINEER

1976





10/17/2012

8.2 AGRICULTURE (AG) DISTRICT

1. Purpose

The general purpose of this District is to allow a range of activities associated with working landscapes including agricultural uses and resource extraction uses that support the rural economy, rural lifestyle and discourage the fragmentation of the County's land base.

2. Permitted Uses

- A. Agricultural Support Service
- B. Basement Suite
- C. Bed and Breakfast Establishment
- D. Buildings and Uses Accessory to Permitted Uses
- E. Community Hall
- F. Day Home
- G. Dwelling, Single Detached
- H. Extensive Agriculture
- I. Garage Suite
- J. Garden Suite
- K. Guest House
- L. Home Occupation, Major
- M. Home Occupation, Minor
- N. In-law Suite
- O. Manufactured Home
- P. Modular Home
- Q. Natural Area
- R. Public Utility
- S. Secondary Suite
- T. Shipping Container
- U. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Animal Breeding and/or Boarding Facility
- B. Animal Clinic
- C. Animal Hospital
- D. Animal Hospital, Large
- E. Boarding Facility
- F. Buildings and Uses Accessory to Discretionary Uses
- G. Cemetery
- H. Child Care Facility
- I. Communication Tower Facility
- J. Day Care Facility
- K. Duplex (Vertical and Side-by-Side)
- L. Family Care Facility
- M. Intensive Agriculture
- N. Kennel



- O. Natural Resource Extraction Industry
- P. Place of Worship
- Q. Public and Quasi-Public Building and Use
- R. Public Utility
- S. Recreational Use
- T. Relocated Building
- U. Secondary Commercial
- V. Sign
- W. Surveillance Suite
- X. Solar Energy Collection Systems
- Y. Small Radio Communication Facilities
- Z. Transfer Station
- AA. Utility Building
- BB. Wind Energy Conversion System, Small
- CC. Wind Energy Conversion System, Large
- DD. Workcamp, Short-Term
- EE. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A maximum of five (5) parcels per quarter section may be subdivided for agricultural, or residential uses including the subdivision of fragments. The following chart presents information by use type regarding the maximum number of parcels allowed per quarter section.

	Maximum Parcel Density Per Quarter Section By Use Type	Minimum Parcel Size	Maximum Parcel Size
Agricultural Use	2 parcels per quarter section	Normally 32.0 ha (80.0 ac.) however a single 16.0 ha (40.0 ac.) parcel may be subdivided if the proposed parcel conforms to 4(A)(ii)	At the Discretion of the Subdivision Authority
Residential Use	4 parcels per quarter section	0.8 ha (2.0 ac.)	8.0 ha (20.0 ac.)
Commercial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Community/ Institutional Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Industrial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority

A. Lot Area – Agricultural Use

- i. The **minimum** parcel size for extensive agricultural uses shall normally be 32.0

ha (80.0 ac.) less any approved subdivisions.

- ii. Notwithstanding (A)(i) above, the subdivision of a single 16.0 ha (40.0 ac.) parcel for agricultural use may be permitted out of an **un-subdivided** quarter section if the following criteria are met to the satisfaction of the County:
- a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;
 - b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;
 - c. The parcel is should normally be located:
 - I. adjacent to or near quarter section boundaries;
 - II. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;
 - III. along a designated rural residential collector road;
 - d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;
 - e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry¹, the use and size of the parcel is supported by a business plan that may include:
 - I. a financial plan to the satisfaction of the County;
 - II. a detailed site plan of the proposed operation including the required land area, expansion possibilities and possible effects on adjacent landowners, uses and municipal infrastructure;
 - III. information regarding potential traffic generation which may include a Traffic Impact Assessment;
 - IV. potential nuisance factors and any mitigation measures necessary to reduce nuisance factors; and
 - V. where necessary, a detailed site assessment which indicates the location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

¹ Value added industry in this context means: an industry which economically adds value to a product by changing it from its current state to a more valuable state.

B. Lot Area – Residential Use

- i. Normally, a **maximum** of 8.0 ha (20.0 ac.) per quarter section will be allowed for residential subdivisions.
- ii. Normally, the minimum lot area allowed for vacant residential parcels or for farmstead separations will be 0.8 ha (2.0 ac.) and the maximum lot area will be 8.0 ha (20.0 ac.).

C. Lot Area - Other Uses

The minimum parcel size for other uses shall be as provided for elsewhere in this Bylaw, in the County's Municipal Development Plan, in any relevant Area Structure Plan, or as required by the Development Authority.

5. Development Regulations

A. Minimum Yard Dimensions

It should be noted that adjacent to Provincial Highways, Alberta Transportation may require greater setbacks for development. Contact Alberta Transportation regarding their requirements in this regard.

i. Minimum Front Yards

From Municipal Road Allowances	23.1 m (92.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

ii. Minimum Side Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iii. Minimum Rear Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

- iv. Notwithstanding **subsections (A), (B), and (C)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

B. Minimum Floor Area

- i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)
- ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)
- iii. All others uses at the discretion of the Development Authority

C. Maximum Site Coverage - 45%

Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings

D. Maximum Height

- i. 11.0 m (36.1 ft.)
- ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

6. Other Regulations

A. Residential parcels in the Agriculture District will not be allowed:

- i. within required setbacks from a sewage treatment plant or lagoon or solid waste disposal site as specified by the appropriate guidelines or authority;
- ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;

- iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or
 - iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
 - C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
 - D. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
 - E. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
 - F. The keeping of recreational vehicles shall be provided in accordance with **Section 7.23** of this Bylaw.
 - G. Shipping containers shall be developed in accordance with **Section 7.31** of this Bylaw
 - H. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.

Real Estate Appraisal

of

Linear Parcel of Land in Smoky Lake County, Alberta
OT 6-59-15-W4



Prepared For:

Alberta Infrastructure

Prepared By:

HarrisonBowker Valuation Group

Effective Date:

October 27, 2020

November 27, 2020

Alberta Infrastructure

Properties Division – Realty Services Branch

3rd Floor 6950 113 Street NW

Edmonton, Alberta T6H 5T6

Attention: Mr. Peter Bubula

Dear Mr. Bubula:

Re: Real estate appraisal of a former Road Allowance containing 0.31 acres in Smoky Lake County, Alberta.
Legally described as: OT 6-59-15-W4, excepting thereout all mines and minerals.

Pursuant to your instructions, we have appraised the above referenced property with the objective of estimating its current Market Value. Based on our investigations and analyses, we believe that the Market Value of the fee simple interest in the Subject Property as of October 27, 2020 may be fairly stated as: **\$705. Qualified: Subject to Extraordinary Assumptions and Hypothetical Conditions on Page 56.**

Values and opinions contained in this report are based on market conditions as at the time (effective date) of this report. This report does not provide a prediction of future values. In the event of market instability and/or disruption, values and opinions may change rapidly, and such potential future events have not been considered in this report. As this report does not and cannot consider any changes to the property or market conditions after the effective date, clients and intended users are cautioned in relying on the report after the effective date noted herein. Note that this valuation is premised on the Assumptions and Limiting Conditions on Pages 51 to 55. To ensure the context of the valuation is fully understood, the report is meant to be reviewed in its entirety.

The enclosed narrative appraisal report was prepared in accordance with the Canadian Uniform Standards of Professional Appraisal Practice (CUSPAP) of the Appraisal Institute of Canada (AIC). It contains data and analyses which, to the best of our knowledge and ability, are correct. Please review it for accuracy and completeness and advise our office of any errors or omissions found.

Neither possession of this report, or copy thereof, carries with it the right of publication. All copyright is reserved to the author and is considered confidential by the author and the client. It shall not be disclosed, quoted from or referred to, in whole or in part, or published in any manner, without the express written consent of the author. This is subject only to confidential review by the AIC as provided in the CUSPAP.

Thank you for this opportunity to be of service.

Yours respectfully,

HarrisonBowker Valuation Group

enclosure: Appraisal Report

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Executive Summary

The subject of this appraisal is a portion of former Road Allowance, consisting of a linear parcel of land with frontage along the North Saskatchewan River, rurally located in Smoky Lake County. This is primarily an agricultural area with beef and grain farmers both well represented. Surrounding land uses are a mix of agricultural lands, hobby farm properties, and country residential holdings. The Subject Property is somewhat remotely located and lacks direct access via a municipal roadway.

The location, river frontage and the lack of direct access via a municipal roadway were given appropriate consideration within the valuation. The Subject Property is utilized for public utility use and improved with related infrastructure. The site improvements have been excluded from the valuation as per the client's request.

The appraisal process was completed without undue difficulty and included the Direct Comparison Approach only. Neither the Cost nor Income Approaches to value were deemed applicable because of the nature of the property (vacant agricultural land). The reader is encouraged to review the Glossary of Terms appended in Annex B, as required. The salient facts and conclusions of the report are summarized as follows:

Appraiser(s): Steven N. Hill, BComm, AACI, P. App. and Pat Woodlock, B. Mgt., AACI, P. App.

Client: Alberta Infrastructure, represented by Peter Bubula.

Intended User: Same as above.

Municipal Address: Not assigned, Smoky Lake County, Alberta.

Legal Description: OT 6-59-15-W4.

Purpose and Use: To estimate the current market value of the Subject Property as of the effective date of the appraisal to assist in establishing a reasonable purchase price. All other uses are denied.

Interests Appraised: Estate in fee simple.

Effective Date: October 27, 2020.

Property Owner: The County of Smoky Lake No. 13.

Improvements: Assumed none.

Site Area: 0.31 acres (per legal plan).

Land Use District: AG -Agricultural District.

Property Use: Utilized for specialized public utility use.

Highest & Best Use: Amalgamated with larger parcel of farmland for agricultural purposes if not utilized for public utility use.

Key Factors: **Pros:** (1) Adequate demand for agricultural land in the area that is appropriately priced. (2) River frontage along the North Saskatchewan River.

Cons: (1) Linear parcel (narrow) shape, limits the potential uses as a stand-alone parcel. (2) Lacks direct access via municipal roadway. (3) Uncertain macro market conditions.

Qualifications: Note the Assumptions and Limiting Conditions on Pages 52 – 56 with respect to COVID-19.

Hypothetical Condition and Extraordinary Assumption: As per the client's instructions, it has been hypothetically assumed that significant site improvements on the Subject Property do not exist, including a pump infrastructure, chain link fencing and power service. The land parcel was appraised as if vacant. The contributory value of the excluded improvements is considered significant.

Extraordinary Assumption: The parcel size of the Subject Property indicated by the legal plan differs from the parcel size indicated by the county assessment record. It is assumed that the size indicated by the legal plan is correct. If the site size is found to be different than assumed, the value may need to be amended.

There are no other Extraordinary Assumptions, Hypothetical Conditions, or Extraordinary Limiting Conditions applicable to the valuation.

Direct Comparison: Quantitative Analysis
Range of \$1,750/acre to \$2,500/acre
Final unit value: \$2,275/acre
\$705

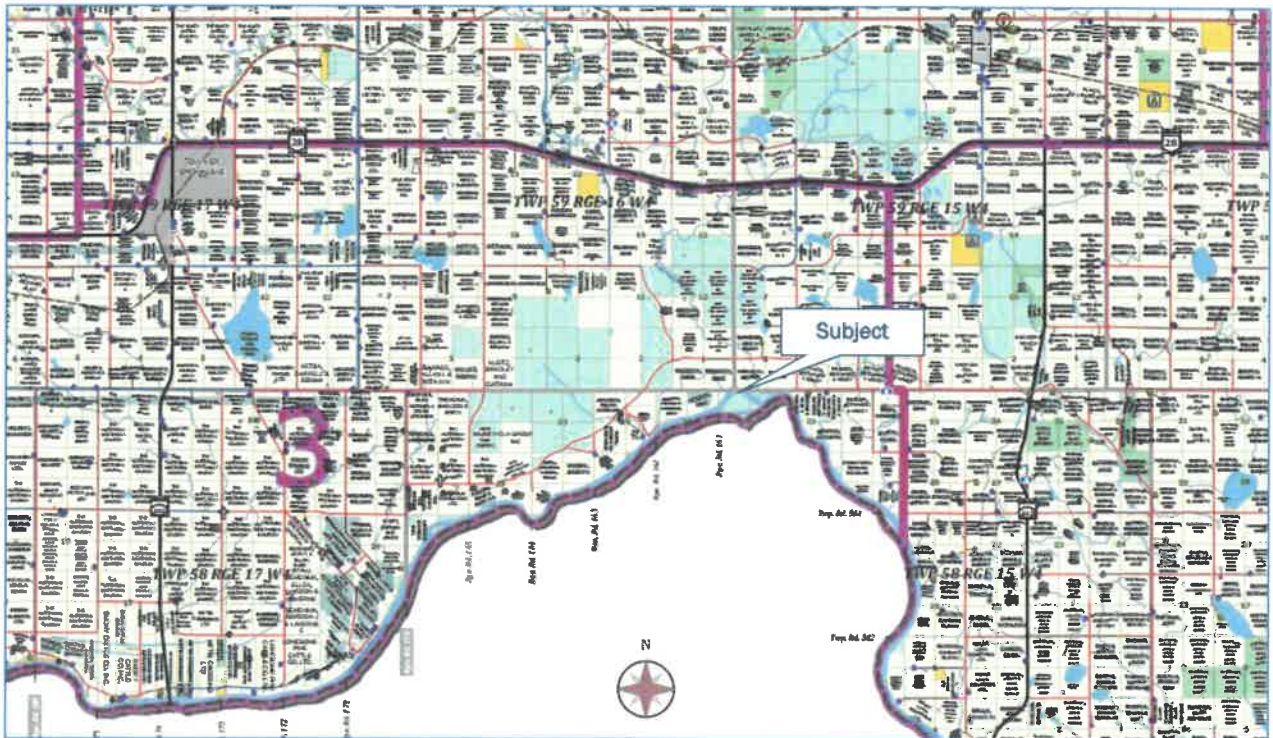
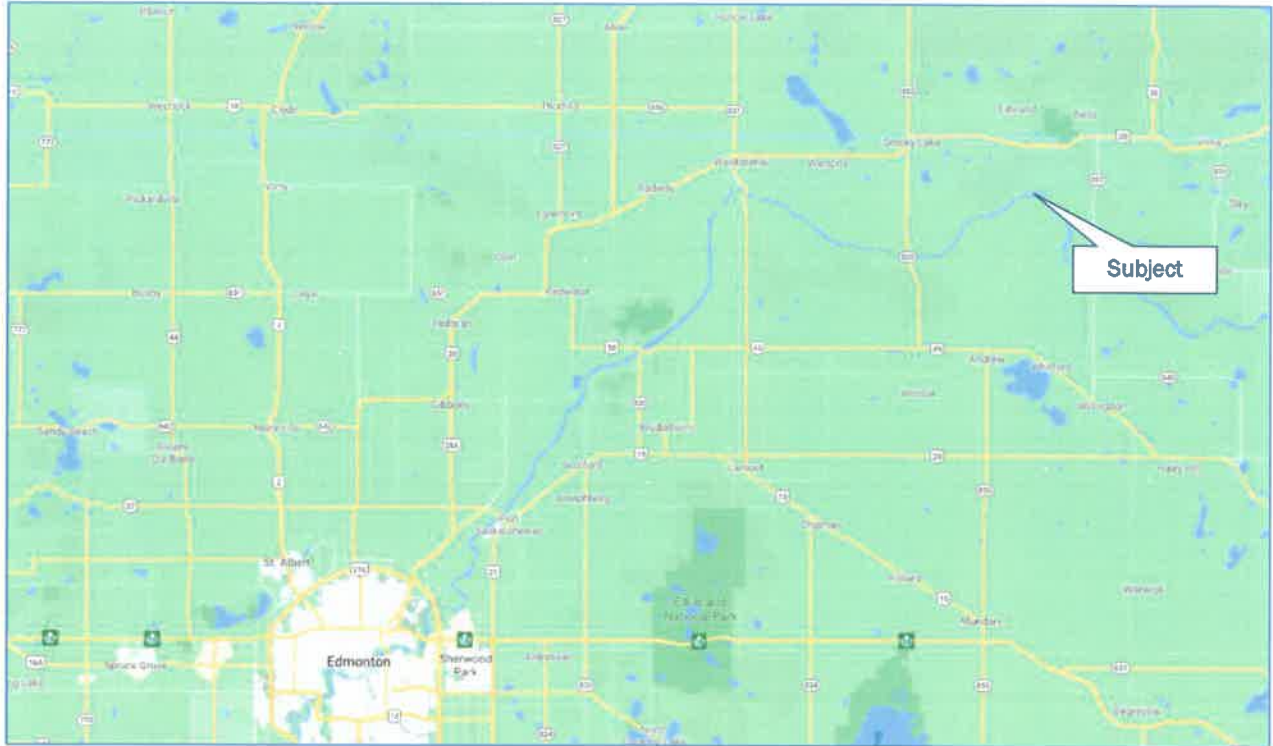
Income Approach: Not used

Cost Approach: Not used

Final Value: \$705

Qualified: Subject to Extraordinary Assumptions, Hypothetical Conditions, and Extraordinary Limiting Conditions on Page 56.

Maps



Maps: Top illustrates the Subject Property in relation to the largest nearby urban municipalities (per Google Maps). Bottom illustrates the property within the county as per the Land Ownership Map (per county website).

Photographs



Aerial photo (Abacus Datagraphics): The top photo illustrates the general area, and the bottom photo depicts the immediate area. Note that the Subject Property lack direct access via a municipal roadway. Note the location of Township Road 590A. The Subject is located in a river flat area along the North Saskatchewan River and is accessible via a dirt trail on adjacent land. The Subject Property is relatively long and narrow which limits its building envelope and potential uses.



Facing southwest from near the northeast corner of the Subject Property. As per instructions the site improvements on the Subject Property have been excluded from the valuation. Note the North Saskatchewan River in the background of the photo.



Facing north from near the south boundary of the Subject Property.



Facing northwest from near the southeast corner of the Subject Property.



Depicting the trail within the Road Allowance to the north of the Subject Property. Facing north from the north boundary of the Subject Property. The trail within the Road Allowance intersects with the trail (temporary access road) which transects the adjacent parcel of farmland allowing for access to the Subject Property.



Depicting the North Saskatchewan River facing east from the south boundary of the Subject Property.



Depicting the North Saskatchewan River facing west from the south boundary of the Subject Property.



Township Road 590A facing west. The roadway is the closest municipal road to the Subject Property.

Purpose and Use of the Appraisal

Appraiser(s): Steven N. Hill, BComm, AACI, P. App.

Client: Alberta Infrastructure, represented by Peter Bubula.

Purpose: To estimate the current Market Value of the Subject Property as of the Effective Date of the appraisal.

Use: To assist in establishing a reasonable purchase price. All other uses are denied.

Intended User: Client above.

Other Intended User: None noted.

Property Rights: Estate in fee simple.

Currency: Market Value estimated stated in Canadian dollars cash.

Other: No person other than the identified clients and intended users may rely upon this report for any purpose, including lending, without first obtaining written authorization from the appraiser. Without written permission, the appraiser shall not be held liable for any loss or damage that may occur to any person other than the client(s) by reason of their reliance on this report. The appraiser expressly disclaims legal liability for any un-authorized use of the report.

Pertinent Dates of the Appraisal

The pertinent dates of the appraisal are as follows:

Effective Date: October 27, 2020

Date of Inspection: October 27, 2020

Report Date: November 27, 2020

Scope of the Appraisal

The scope of the appraisal encompasses the research and analyses required to prepare the report in accordance with the CUSPAP of the AIC. This entailed the following steps:

Inspection: The Subject Property was physically inspected by Steven N. Hill, AACI on the date(s) noted above. The purpose of the physical inspection was to view the functional and physical state of the property. Pat Woodlock, AACI did not inspect the Subject Property but is familiar with the area and local market.

Type of Report: This narrative appraisal report was researched and developed in compliance with CUSPAP. If completed by an AACI Designated Member, the appraiser is qualified and competent to perform this type of appraisal assignment and has appraised a number of similar properties.

If co-signed, the CRA Designated Member or AIC Candidate Member, along with the review appraiser, are qualified and competent to perform this type of appraisal assignment and have appraised a number of similar properties. If co-signed, the CRA Designated Member or Candidate Member completed the investigations and preparation of the report. The review appraiser directly supervised the CRA Designated Member or Candidate Member who prepared this appraisal report.

Legal Descriptions: Information to verify and confirm ownership of the property, any restrictions to title, applicable land use regulations, and tax information was obtained from public records and other reliable sources.

Market Analysis: Regional and local market information was obtained from various reliable third-party sources including: the offices of the municipality, Multiple Listing Service (MLS) via applicable boards, Government of Alberta Land Titles, The Network, local property owners, developers, real estate brokers, and HarrisonBowker files. Due diligence regarding select sales and/or listings was conducted by the appraiser, which may have included site inspections, interviews with real estate brokers, parties to the transfer, and other knowledgeable individuals; as well as the analysis of registered documents, MLS records, and/or other pertinent data.

Technical Enquiries: Technical site investigations of the property were not completed, such as: an environmental review or audit, or investigations into the composition and bearing qualities of the soils on the site. In the absence of information to the contrary, and subject to the environmental related assumptions stated in the report, it is assumed there are no related issues that might influence value.

Property Description: Information relating to the history and the physical attributes of the Subject Property was obtained through the site inspection, interviews, and available data. The building description was compiled from the site inspection and/or plans and specifications provided (if applicable). Additional data was obtained from property management (if applicable). The information received has not been audited and is assumed to be accurate.

Direct Comparison: The Direct Comparison Approach (if applicable) was developed on the basis of market transactions and/or listings of similar properties found in comparable market areas. Sales data that was considered instructive was verified where practicable including a registry search and discussions with parties to the transaction.

Income Approach: The Income Approach was not deemed applicable because of the nature of the Subject Property (agricultural use with no quotas).

Cost Approach: The Cost Approach was not deemed applicable because of the nature of the property (vacant agricultural land).

Transaction Details: Title, transfer documents, and/or listing details were obtained if available for all primary sales data used within the valuation contained in this report. Whenever possible, parties to each transaction were contacted for confirmation, which may include vendors, purchasers, and/or real estate brokers involved with each sale, as applicable. The anecdotal nature of this data is acknowledged. If deemed appropriate, street inspections of the Value Indicators were conducted.

Authorization: This report was prepared at the request of the client. The client authorized the inspection of the property and the use of the photographs contained herein.

Identification of the Property and Related Data

Address, Legal Description, and Ownership Details



Source: SPIN 2 (Land Titles). The Subject Property is highlighted green.

Municipal Address: Not assigned, Smoky Lake County, Alberta.

Legal Description: OT 6-59-15-W4, excepting thereout all mines and minerals.

A copy of the certificate of title and the subdivision plan are attached in Annex D.

Title Number: 782 055 897.

Registered Owner: The County of Smoky Lake No. 12.

Ownership Type: Fee Simple Estate.

Date Registered: March 20, 1978.

Registrations: The title to the Subject Property was reviewed for value-related registrations. There are five registration on title. There is one caveat relating to a right of way agreement registered by an oil and gas company (Registration No. 912 184 395); this is typical for rural properties and is not expected to influence the marketability or value of the Subject Property.

The remaining four registrations relate to right of way agreement noted above. Two of the registrations are change of address for service, affecting Registration No. 912 184 395 and two registrations are transfers of caveat 912 184 395. None of which are expected to influence the marketability or value of the Subject Property.

An access agreement is registered on the adjacent quarter section (SE 1-59-16-W4) which allows access to the Subject Property via a trail on the quarter section; however, no registrations are noted on the Subject Title relating to access. This is discussed further in the Highest and Best Use Section of the report.

Nothing in this report is intended as a legal opinion as to the state of the subject title. This report was prepared on the premise that title to the land was free and clear.

Municipal Assessment and Taxes

The assessment record indicate that the Subject Property is assessed based on market value.

Assessed Value: \$12,250 (land).
\$7,980 (improvements).

Tax Levy: Not obtained.

There are no observed trends or anticipated changes in the assessment policies that would indicate a significant change in the future taxes applicable to the Subject Property.

Ownership History

CUSPAP requires the appraiser to analyze all agreements of sale, options, or listings of the Subject Property as of the Effective Date of the appraisal. Any sale of the Subject Property that occurred within three years prior to the Effective Date of the appraisal, and any listings, agreements for sale, or options that occurred within one year prior to the Effective Date of the appraisal, must be analyzed.

Listing History: There is no listing history known to have taken place concerning the Subject Property during the past three years (per MLS).

Sales History: There is no transfer history known to have taken place concerning the Subject Property during the past three years (per land titles). Review of the certificate of title indicates that the Subject Property has been owned by The County of Smoky Lake since at least 1978.

The client is reportedly negotiating with the county in regard to the purchase of the Subject Property. The appraisers have not been provided details of the negotiation.

Regional and Neighbourhood Description

Municipal Map



Map (Google Maps): Smoky Lake County is shaded pink.

General

Municipality: Smoky Lake County.

General Description: Smoky Lake County encompasses approximately 3,413 square kilometres of east-central Alberta, northeast of Edmonton. The North Saskatchewan River forms the southern boundary of the county. The Town of Smoky Lake in the southwest area of the county. Highway 28, which is the main route linking Bonnyville and Cold Lake with Edmonton, runs through the southern part of the county. Smoky Lake County includes the villages of Wilna and Waskatenau, the hamlets of Bellis, Edward, Spedden and Warspite, and the Métis settlements of Buffalo Lake and Kikino.

Population: 4,107, as per 2016 census conducted by Statistics Canada¹.

Economic Base: The land use patterns in the southern part of Smoky Lake County are dominated by agriculture. Favourable climatic conditions and productive soils in the local region have encouraged cash crop production, as well as mixed farming operations. Soil conditions in the north of the County are inferior, and the privately-owned land is mostly treed and used for recreational purposes. There are also large areas of Crown land, most of which is subject to grazing leases, and areas that belong to Métis settlements.

¹<https://www12.statcan.gc.ca/census-recensement/index-eng.cfm>

Locale

Subject Location: The Subject Property is situated approximately about 18 km by road southeast of the Town of Smoky Lake and approximately 118 km northeast of the City of Edmonton. The closest municipal roadway to the Subject Property is Township Road 590A. It is located approximately 0.7 km north of the Subject Property.

Nearest City/Town: The Town of Smoky Lake is located at the intersection of Highways 28 and 855 and is the nearest town to the Subject Property. It had a 2016 population of 964, and it provides full amenities. Development in the town is primarily residential in nature and is affected by the rural character of the surroundings.

Description of the Land

Introduction

The Subject Property is described and analyzed based on the following factors.

Size/Configuration: Size can affect value. Typically, agricultural parcels are full quarter-sections, or have irregular shapes due to subdivisions, severances, or natural features.

Easements / Encroachments: Easements or encroachments were investigated that could influence value or utility.

Topography: Ideal topography for agricultural use is typically flat to level, adequately drained, and with few lower lying areas and/or water draws. Rolling lands, slopes, and lower areas are sometimes suitable for pasture lands.

Access / Exposure: Access affects values. Agricultural lands can be gravel surfaced, paved, or land-locked. Land-locked lands can be accessed by way of easement or across adjacent parcels.

Exposure to highways can enhance values. Traffic volumes are typically expressed as Vehicles per Day ('VPD').

Services / Street Improvements: Services include the existence and or location of shallow utilities, such as power and natural gas; as well as deep services, which include municipal water supply and sometimes sanitary sewer (typically near urban areas). Unless otherwise stated, storm water drainage is overland and by ditch.

Unless otherwise stated, rural roadways are typically county-maintained, cleared in the winter, and not lit at night.

Agricultural Potential: Productive soils and favourable climatic conditions in the subject area are conducive to the production of a relatively wide range of field crops.

The productive capacity and agricultural potential of the subject land were evaluated using:

1. Soil capability data derived from Environment Canada's Canadian Land Inventory (CLI), Soil Capability for Agriculture map for the region.

2. Site-specific farmland assessment information prepared by the municipal assessors for the County (copies of the farmland sheets retained on file); and
3. Our own observations and investigations, including discussions with our client, local farmers and other knowledgeable individuals.

1. CLI Soil Ratings: CLI Soil Ratings: Environment Canada's CLI data for the region categorizes mineral soils into seven capability classes on the basis of published Alberta Soil Survey information.

CLI Class 1, 2, 3, and 4 soils are considered capable of sustained use for field crops, those in classes 5 and 6 are generally best suited to the production of perennial forage crops, and class 7 soils are considered to have no capability for cultivation or permanent pasture. While not placed in a specific capability class, soils classified as organic are generally considered inferior for agricultural purposes due to the presence of "meadow" or "peaty" soils, which are frequently associated with lower, poorly drained land. Meadow soils are typically cooler and more susceptible to frost than other soils, thus restricting the length of growing periods and the range of crops that can be grown.

A detailed description of each of the CLI soil classifications and sub-classifications is attached in the Addenda.

2. Farmland Assessment Data: County assessment records provide a second source of information for comparing and evaluating the productive potential of the land on a more site-specific basis. The assessed value of farmland provides a useful first indicator of comparative worth and agricultural potential. However, the actual condition and productivity of farmlands may vary from what is assessed due to differing management practices, and changes to the land made since the last physical inspection by an assessor.

Assessment data typically includes the following:

- Number of arable acres, per 'field'. Arable acres are typically utilized for cultivation.
- Types of soils present on arable lands.
- The Final Rating (FR) for each field. An FR can be converted to a CLI soils category.
- Any limitations to the land, such as poor sub-soils, existence of stones, adverse topography, severances, etc.

3. Other analysis: Other analysis includes:

- Utilization of electronic mapping tools (overlaid on aerial photos) that can be used to sketch arable acres, show severances, lower lying areas, and other attributes. Aerial photo resources include comparing year-over-year satellite imagery.
- Discussions with the landowners and/or farmers, who typically track productive potential.
- On site observations by the appraiser.

Conclusion: The three sources of information are used for the basis of valuation. The conclusion typically reconciles:

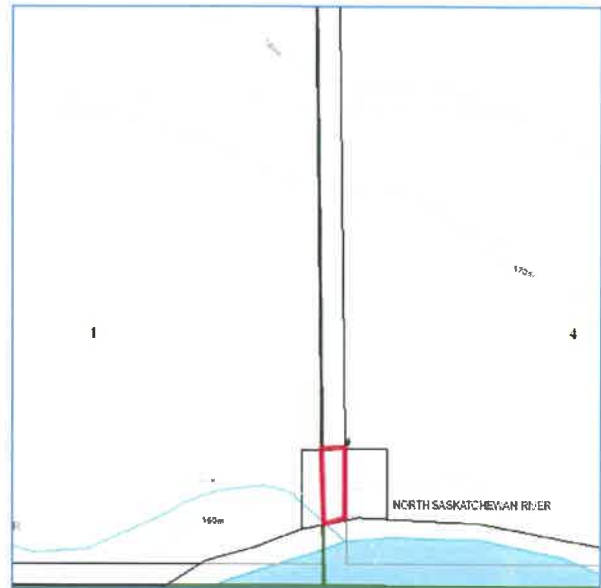
- The proportion of arable acres, pasture acres, and waste acres. Waste acres may have potential for recreation, homesteading, subdivision, or clearing; or they may have limited utility to the market.
- Types of soils.
- CLI class.

Surface Lease Revenue: 'SLR' relates to payments made to landowners for the surface lease or farmland for the purpose of oil and/or gas extraction, or other uses typically related to energy or utilities. SLR typically contributes to value as the income stream is deemed to be durable.

Subject Property



CLI Map.



Topographical Map.

Size: 0.31 acres as per legal plan. A copy of the legal plan is contained in Annex D.

Note that the site size indicated by the legal plan differs from the site size stated on county assessment records (0.45 acres). The site size from the legal plan is assumed correct and has been relied on for the purposes of the valuation.

Configuration: Generally rectangular shape. Within former Road Allowance.

Easements: Utility right of way, not expected to influence marketability or value.

Topography: The Subject Property slopes down to the south towards the North Saskatchewan River. It is at grade with adjacent land to the east and west which also slopes down to the south towards the river.

The Subject Property is within a river flat area which is significantly lower than the land to the north. Note the topographical map above, which illustrates that the land to the north of the river flat area drops from 880 m above sea level to 870 m above sea level. The change in elevation is fairly steep and encompasses the width of the two quarter sections adjacent to the Subject Property. As a result, of the steep grade, development of the Road Allowance to the north of the Subject Property has limited economic feasibility given the, topographical constraints, location and underlying land value of the Subject Property and surrounding land.

Access: The Subject Property lacks direct access via a municipal roadway. The nearest municipal roadway is gravel surfaced Township Road 590A. It is located approximately 0.7 km north of the Subject Property.

The Subject Property is currently accessed via adjacent land. A dirt trail is within a portion of the Road Allowance to the north of the Subject Property and also transects adjacent land to the west and northwest and provides access to the Subject Property. This is not considered a road constructed to municipal specifications.

Exposure: None.

Services: Assumed none. Note that power is installed on the Subject Property for use in relation to the infrastructure on the property. As per the client's instruction, the power service has been excluded from the valuation.

Street Improvements: Rural.

Agricultural Potential: **1. CLI Soil Ratings.** The CLI map shows the following:

Polygon 1 (± 0.31 acres)

- CLI #6, Subclass T (topography), 80 percent.
- CLI #3, Subclass S (soil limitations), 20 percent.

The composition of the soil polygon is representative of the entire polygon and may not be reflective of the composition of the parcel within the polygon.

2. Farmland Assessment Data. Farmland detail sheets show the following:

- The Subject Property is assessed as market land value, as a result no farmland assessment data is available for the property.

3. Other analysis: Mapping tools (overlaid on aerial photos) show approximately 0.45 acres the Subject Property consists of open land.

Conclusion: The two sources of available information indicate that the parcel is comprised of:

- Approximately 0.31 acres of open land.
- Consists of essentially CLI #6 lands.
- Topography and soil limitations.

Note that the parcel size of the Subject Property is too small to be economically feasible for agricultural use as a stand-alone property. It would have to be amalgamated with adjacent land to be utilized for agricultural purposes. Based on the above analysis and review of the adjacent quarter sections, the Subject Property is comparable in terms of agricultural potential to the adjacent quarter sections.

SLR: None.

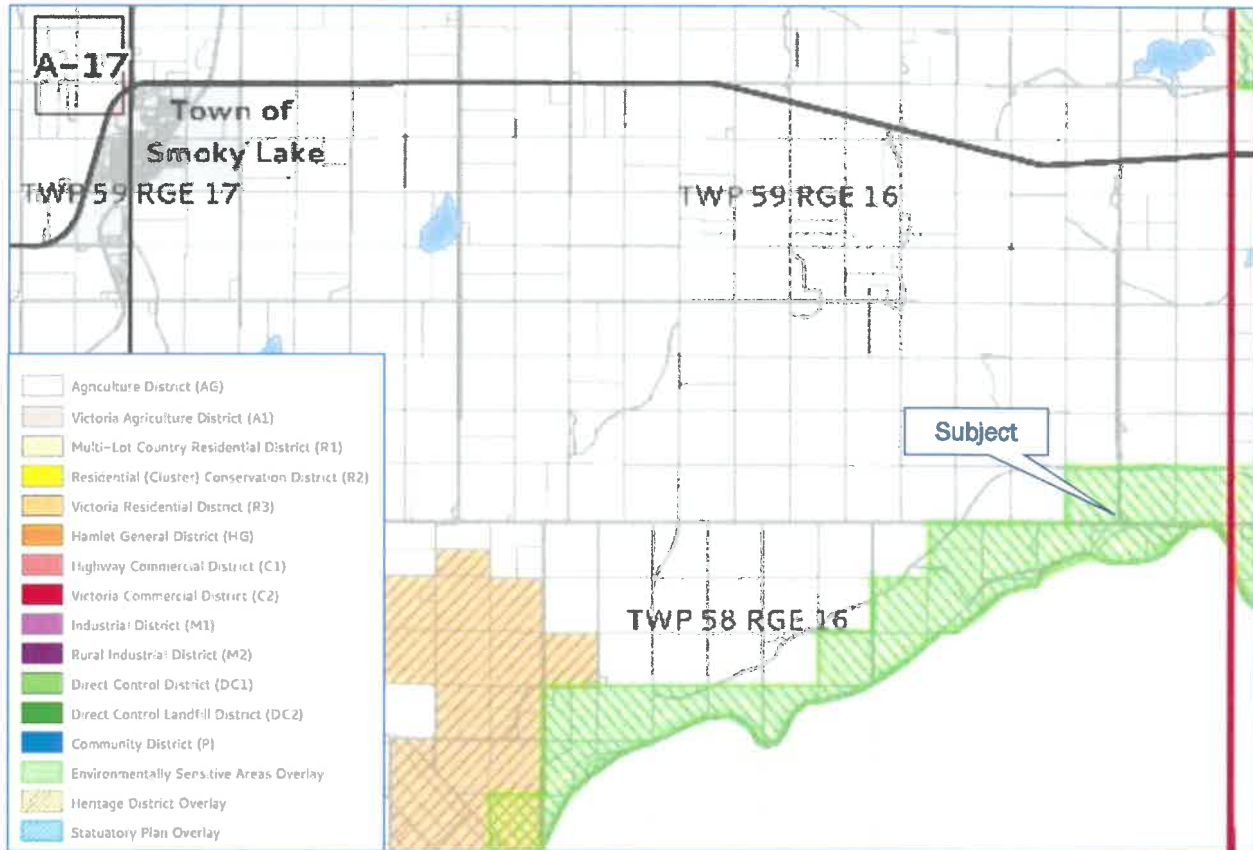
Description of the Improvements

The Subject Property is developed with specialized municipal infrastructure, chain link fencing and power service. As per instructions, the improvements on the Subject Property have been excluded from the valuation.

Land Use Controls

The property is regulated and controlled by the following planning documents:

Land Use Bylaw



Zoning Map: Depicting the subject area.

Authority: Smoky Lake County.

Bylaw No.: 1272-14.

Zoning: AG – Agricultural District. A copy of the AG Bylaw is in Annex E.

Purpose of Zoning: “The general purpose of this District is to allow a range of activities associated with working landscapes including agricultural uses and resource extraction uses that support the rural economy, rural lifestyle and discourage the fragmentation of the County’s land base.”

Current Use: Specialized public utility use (irrigation pump system).

Compliance: Yes. The use of the Subject Property is assumed to be a Discretionary Use (Public Utility).

Subdivision Potential: The county allows a maximum of five parcels per quarter section may be divided for agricultural or residential use. The Subject Property is a fragment of land and is believed to be maximally subdivided.

Overlay: The land use district map indicates that the Subject Property is within the Environmentally Sensitive Areas Overlay. The overlay provides regulations in addition to the requirements of the underlying land use districts.

The purpose of the overlay is "... to identify areas in the County where either:

- The physical characteristics of the land may make development difficult or unfeasible, or
- The land has been designated as environmentally sensitive or significant.

Permitted and Discretionary uses of the underlying land use district may be allowed; however, any proposal for development must be accompanied by either or both, of a flood susceptibility analysis or a bank stability analysis completed by a registered professional engineer that assess the suitability of the subject site and proposed development.

Conclusion

As assumed vacant, the use of the Subject Property would be expected to be agricultural, believed to be a legal, conforming use. The current use of the Subject Property for specialized public utility use and believed to be a legal, conforming use.

Market Analyses

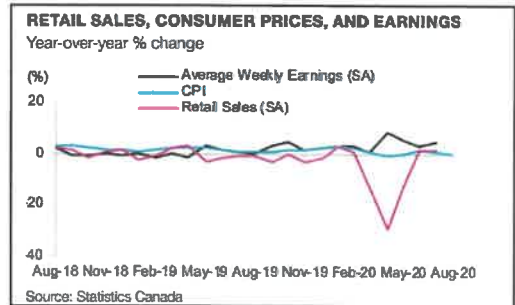
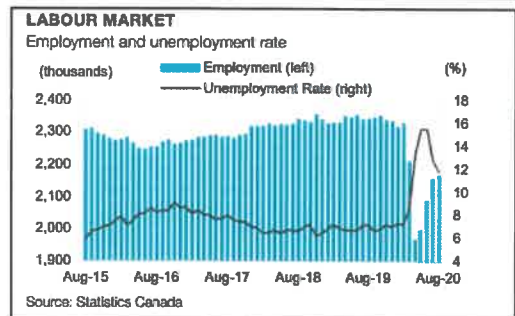
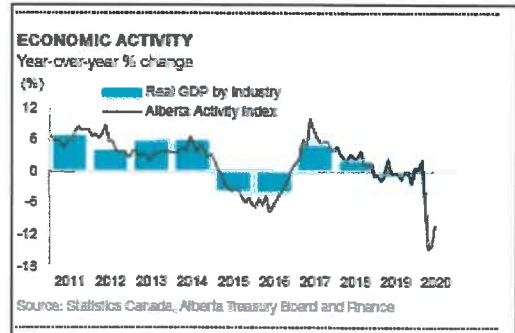
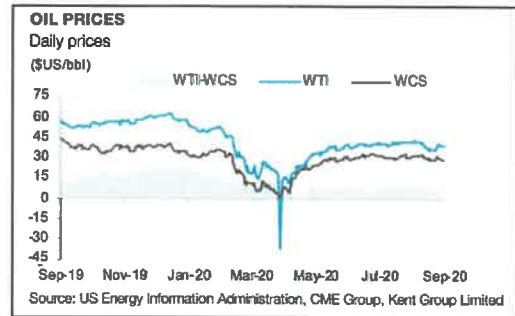
Alberta

As we are about to enter the fourth quarter of 2020, the ongoing battle with COVID-19 remains the major driving force behind the global economy. In Alberta, most schools and businesses have reopened, but fears of a second wave are mounting as COVID-19 infections are again on the rise. Economic activity in the third quarter has mostly rebounded from the spring shut down, and the majority of businesses have been able to resume operations under the “new normal”. However, the restaurant, tourist and hospitality sectors are still facing enormous difficulties due to the continuation of border closures, travel restrictions, and social distancing measures. Mortgage deferrals and government support programs have helped to limit the economic damage thus far but with many of these tools now coming to an end, the future is uncertain.

Prior to the global pandemic, the last decade in Alberta had been eventful. The economy peaked in 2014, followed by a two-year recession and subsequent slow recovery into 2018. In 2019 the provincial economy slowed in what most hoped would be a minor correction prior to a steadier increase in economic growth. However, with the economy already on precarious footing, the added shocks of COVID-19, and the collapse in oil prices, have brought the world and Alberta to the brink of a major recession.

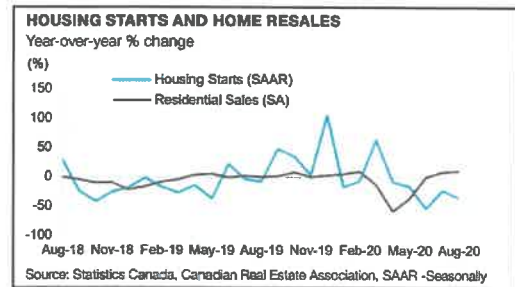
Energy: Alberta’s economy continues to exhibit its reliance on oil and gas. The reach of energy markets in the province is wide and deep and the trends are cyclical, resulting in boom-bust economics that are not always easy to predict.

The chart to the top right² compares West Texas Intermediate (WTI) and Western Canadian Select (WCS) crude oil prices. A two-year recovery from the 2014-2016 oil-price driven recession was slowed in 2019, as provincially mandated production cuts were implemented to ease pipeline bottlenecks. It is the WCS price that is germane to the Alberta economy. The cuts restored WCS temporarily but put a damper on the economy as a whole.



² All Charts sourced from the Province’s ‘Alberta Economy Indicators at a Glance’, which is a weekly publication.

In March 2020, OPEC and Russia lifted production limits which dropped oil prices globally. This, coupled with COVID-19 limiting demand, caused the price of oil to drop to its lowest level in over 20 years. Although prices have rebounded somewhat over the last quarter, they continue to remain at historic lows. In order for the energy sector to fully be restored, demand and prices will have to substantially increase.



Economic Growth: GDP growth slowed in 2019, largely stemming from the reliance of Alberta on energy markets and the subsequent effect on GDP. The charts previous highlight some economic statistics for the province as of September 2020.

- GDP growth was -0.6% year-over-year from 2019.
- The unemployment rate decreased by 1.0% from July to 11.8% in August. It was up 4.6% from a year ago.
- Retail sales increased 1.2% month to month to \$6.9 billion in July. Compared to a year ago, sales were up 1.7%.
- Alberta housing starts dropped 12% month to month in August to 19,982 units, which is down 34% from last year.
- The number of home sales in the resale market rose 1.4% month to month and is up 11% from last year.
- HarrisonBowker appraisers have experienced negative sentiment 'on-the-ground' this year, as many business owners continue to struggle with slow growth. Many businesses fear a second shut down could have a severe impact on their bottom line.

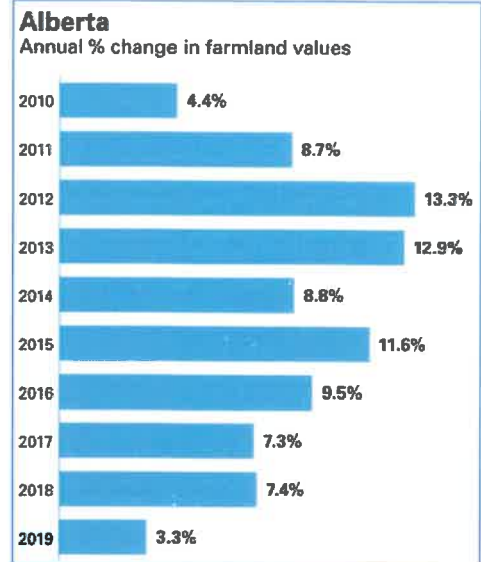
Real Estate: Market values for condos and multi-family dwellings continue to decline while values for single family dwellings appear to be relatively stable. Housing starts are down significantly but the number of resales is actually up from 2019. Small cities and towns, however, continued to face stagnant markets in the face of out-migration of residents to jobs in cities. Commercial real estate markets were relatively stable in Alberta, but indicators varied strongly from location to location and sector to sector.

As was expected, the lock down in the early-spring resulted in a significant drop in real estate activity. However, with the reopening of the economy a surge in residential real estate sales was seen throughout the summer. Whether or not this resurgence in real estate activity can continue into the fall and winter months remains to be seen. HarrisonBowker appraisers are now in a wait and see pattern, closely observing the fallout from collapsed global markets. As we enter the fourth quarter of 2020, it has become apparent that the severity and span of the current economic and public health crisis will likely take years to resolve.

Alberta Agricultural Land

Value Trends³:

- Agricultural land values increased at a much slower pace in 2019 at 3.3%, compared to 7.4% in 2018.
- FCC's historical trend lines for Alberta's farmlands are summarized in the adjoining Table. The year over year increase in values observed by FCC confirm patterns observed by HarrisonBowker appraisers in paired sale and re-sale analysis.
- Alberta agriculture faced several challenges in 2019 with weaker economic conditions, volatile commodity prices and adverse weather.
- Many areas of the province were impacted by a September 2019 snowfall, so harvest was delayed or never completed in some areas and the overall quality was down.
- Southern Alberta had an average increase in values in 2019 of 3.9% (down from a 12.7% increase in 2018).
- Northern Alberta values increased an average of 1.5% in 2019, (down from a 6.1% increase in 2018).
- Central Alberta values increased an average of 5.3% in 2019 (down from an increase of 5.9% in 2018).
- Peace region values increased an average of 1.1% in 2019 (down from an increase of 4.0% in 2018).



HB Observations:

- In terms of 'pure' agricultural land values, HarrisonBowker appraisers have observed strong, sporadic upwards pressure for cultivated acreage across central and north Alberta for the past five years. Those areas that had stable values played 'catch-up' to more active agricultural markets. This trend can lead to the appearance of alarming jumps in land values in more remote locations, as these micro-markets become aware of and adjust to larger macro-market trends in the industry.
- There appears to be a growing transfer of farmland to the next generation of farmers, who are inherently more aggressive as they attempt to consolidate acreage to exploit economies of scale that can make farming operations more profitable at current commodity prices. These local farmers are competing with expanding Hutterite/Mennonite colonies, dairies with quotas, and most recently, institutional investors (i.e.: pension and pooled funds). This second category of market participants do not require the same type of consistent returns due to their atypical investment parameters that are either very long term in nature (inter-generational), offset by quotas, and/or blended with other investments to smooth out annual variations. The broader market has become more 'equity-rich', which allows for higher ratio, low interest financing on each additional unit of farmland. Overall, there

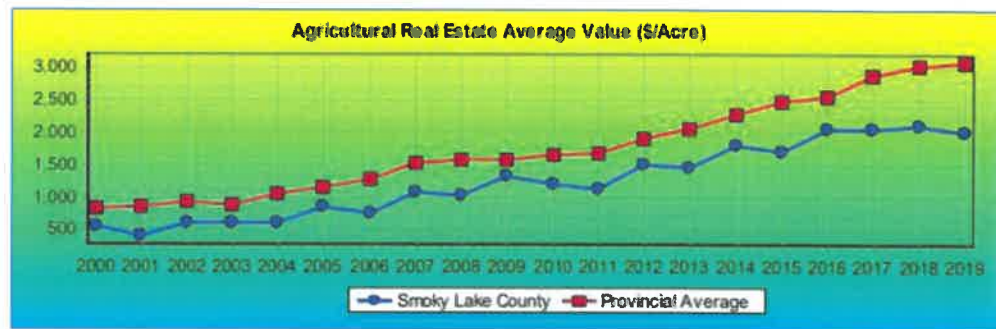
³ FCC - <https://www.fcc-fac.ca/en/ag-knowledge/ag-economics/farmland-values-report.html>.

appears to be good structural support for the new 'normal' for cultivated land values, which have generally doubled to tripled in value in the past five to ten years.

Smoky Lake County

Overall Value Trends:

- The chart below shows local land value trends in the county versus provincial averages.



Source: Alberta Agriculture and Forestry.

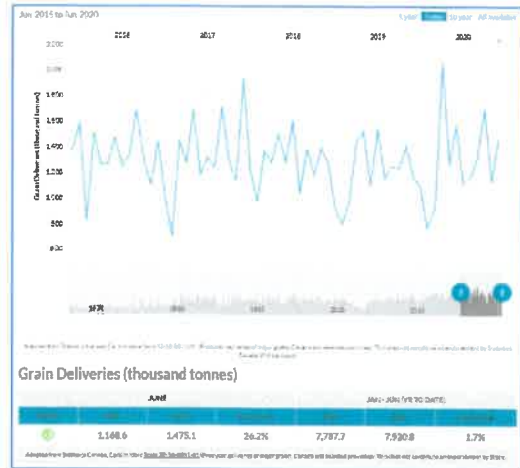
- Values in the county trended below the provincial marks throughout much of the period noted in the chart above. This is due to larger areas of inferior quality land within the county as well as the distance from the Edmonton CMA. Note that the chart illustrates general trends only and can be skewed by small sample sizes or outlier sales in a given year. Additional analysis is completed within the Direct Comparison Section of the appraisal report.

Crop Land⁴:

- Good cropland in the subject area currently sells in the **\$1,800 to \$2,600 per acre** plus range, with values at the upper end of the range noted for properties with more open land and better soil productivity.
- Consolidation continues in the local farm land market, with large cash crop producers buying up the better farm lands, with neighbouring farmers. Strong demand for canola and grain, coupled with the trend towards larger operators, suggest that values will continue to be strong in the future. Overall, there appears to be broad support for current farmland values in the region.

⁴ Statscan Grain - <https://economicdashboard.alberta.ca/GrainDeliveries#alberta>.

- As illustrated in the adjoining Chart (Statistics Canada, Cansim table 32-10-0351-01) grain deliveries in Alberta increased by 26.2% between June 2019 and June 2020, to 1.48 million tonnes. Canadian grain deliveries increased by 28.7% over the same period. In Alberta, non-durum wheat, which made up 51.2% of grain deliveries, increased by 42.5% while canola, which made up 32.5% of grain deliveries, increased by 1.0%.



Hay/Pasture Lands:

- Better hay and pasture lands sell locally in the **\$1,200 to \$1,800 per acre** range.
- In the past five to ten years, high input costs and uncertain cattle prices have systemically squeezed margins and quelled growth within the ranks of the small producers.

- Cattle prices recovered from lows experienced in the 2006 to 2010 period; to a peak in 2015 (\$193.01), after correcting to moderate prices that seem to now fluctuate seasonally. This pattern is detailed in the chart to the right (Statistics Canada, Cansim table 32-10-0077-01).
- Price of cattle in Alberta was \$129.24 per hundredweight in June 2020, down 4.7% from the same time period a year earlier.



- In a historical context, prices are still strong, but they are have fallen from that record.
- Calve prices have decreased 0.1% year-over-year to \$172.28/hundred weight from the same time period last year.

Recreational / Country-Residential:

- Bush-quarters with access in the subject area currently sell in the **\$800 to \$1,400 per acre** plus range with higher values associated with tracts that have high trees stands, water features, and good access.
- Depressed economic conditions in northern Alberta have led to tempered demand for larger tracts of land for recreational and country-residential uses. In these scenarios, a 'hobby farm' can be purchased for primarily country residential purposes, with the excess land typically rented to a local farmer if productive, with land having less potential left as rough grazing land or native bush/pasture for recreational pursuits.

- The subdivision of non-productive quarter-sections into smaller parcels is also a growing trend, with the resulting tracts of land being more affordable and more easily marketed.
- 'Recreational' land values are relatively stable and strongly affected by location and natural features such as water, view, tall trees, etc.

Conclusions

The economy in Alberta has been soft since 2014, underscoring a strong reliance on the energy industry in the province. Edmonton was somewhat insulated, with Calgary and rural areas harder hit. The most recent downtrend is sharp and severe, commencing in March 2020 with the COVID-19 pandemic and related collapse in oil prices. Global and local markets are now destabilized. The effect of the current economic landscape on the real estate sectors in Alberta is currently unknown, although intuitively, downward pressure on sale volumes and values will be evident in all property classes.

Highest and Best Use

Overview

Methodology: It is generally in the best interest of a landowner to maximize value by employing land to its Highest and Best Use. The most profitable and probable use of land is typically market determined on the basis of location, land use classification, and development potential.

The development potential of an undeveloped or an underutilized parcel of land is a function of current economic conditions, market expectations, and the demand for a particular type of development in the area. These factors are generally imputed in the Market Value of the land.

When a site has been improved with a permanent structure, the concept of Highest and Best Use takes a different perspective, as the land and improvements become a singular entity with the existing use usually the Highest and Best Use, since economic pressures generally dictate use.

An analysis of the Highest and Best Use definition suggests that for a parcel of land or a developed property to achieve its highest Market Value it should be:

1. Legally permissible
2. Physically possible
3. Financially feasible
4. Maximally productive

Highest and Best Use

Legally Permissible: The current actual use of the subject land public utility (specialized municipal / utility) purposes is believed to be legal and conforming, and in compliance with applicable land use regulations.

As if bare land, the Subject Property is assumed to be holding land, alternatively if it was amalgamated with a nearby quarter section of land it could be utilized for agricultural

purposes. These uses are believed to be legal and conforming, and in compliance with applicable land use regulations

It is unlikely that the county would approve the construction of dwelling on the Subject Property due to the lack of direct access via a municipal roadway. In addition, the lot shape is long and narrow with a limited building envelope, and most of the property is in close proximity to a river bank.

Physically Possible: The Subject Property lacks direct access via a municipal roadway. The nearest road is Township Road 590A, which is approximately 0.7 km to the north. The Subject Property is located adjacent to an essentially undeveloped Road Allowance (a dirt trail is located within a portion of the Road Allowance); however, the terrain / steep grade of a portion of the Road Allowance, use of the land and the underlying land value make it unlikely that it would be economically feasible to develop the Road Allowance.

As a result, the Subject Property is considered physically 'land locked'. Access could also be achieved over adjacent lands, either held in unison with the respective Subject Property, or through an access easement would have to be arranged with an adjacent landowner. The latter scenario can become problematic from a legal perspective. Legal access would be required prior to the granting of a development permit for a country residential use.

Currently the Subject Property is accessed via adjacent land (SE 1-59-16-W4) that is transected by a dirt trail and intersects the portion of the Road Allowance that also has a dirt trail. Review of the title of the adjacent land (SE 1-59-16-W4) found a caveat relating to an agreement of easement registered by Her Majesty the Queen in right of Alberta as represented by the Minister of Housing and Public Works. The agreement was made in October 1975. It relates to the construction, maintenance and repair of a temporary access road on the adjacent land.

Review of the sketch of the attached to the agreement indicates that the temporary access is the dirt trail transecting the adjacent land currently utilized to access the portion of the Road Allowance which is adjacent to the Subject Property. As a result, it appears that, aside from the "temporary" nature of the access road, the Subject Property has legal access for the current public utility use. However, it is likely that a new access agreement would have to be created if the Subject Property was utilized for a different use and it is uncertain that the owner would agree to providing access.

The size and shape of the parcel limit its potential use other than for specialized municipal / utility use. If it was amalgamated with other adjacent land the potential uses of the land would be expanded to include agricultural use.

The soil conditions are similar to surrounding larger parcels of land which are currently farmed. This provides support to the premise that if the Subject Property was amalgamated with nearby farmland it could be utilized for agricultural use. It consists of open land that slopes down towards the river. The land is generally adequately-drained.

Financially Feasible: Market analysis indicates limited demand for a parcel lacking in direct municipal road access, demand is also limited for stand-alone linear parcels the size and shape of Subject Property in the local market. The general market would look to amalgamate the parcel with adjacent farmland in order to facilitate the use of the Subject Parcel for agricultural purposes.

Demand continues for agricultural land in the local market therefore the utilization of the Subject Property in conjunction with a larger parcel of agricultural land is deemed to be financially feasible.

Maximally Productive: As noted above, there is minimal demand for the Subject Property as a stand-alone property, other than for municipal / specialized utility use. As a parcel to be amalgamated with adjacent farmland, demand is adequate, albeit limited for this category of property due to the limited number of potential purchasers (adjacent agricultural landowners). The Subject Property would be expected to be valued on a similar basis as larger parcels of farmland by the local market. Given the Subject Property's location and limited utility, it would not be expected to obtain value similar to typical smaller country residential acreage parcels. As such, the Subject Property should be marketable if listed at a competitive price.

Note that the land immediately adjacent to the east and west of the Subject Property also consists of smaller parcels of vacant land (0.30 acres and 0.54 acres), one of the parcels would likely have to be amalgamated with the neighbouring farmland in order to feasibly utilize the Subject Property for agricultural purposes. For the purposes of the valuation it is assumed that this is reasonable.

Conclusion: If not utilized for specialized public utility use, based on available information, the Highest and Best Use of the Subject Property would be achieved through its amalgamation with the adjacent farmland and utilized for agricultural purposes. As a result, the Subject Property has been compared to larger agricultural parcels and valued as such within the Direct Comparison Approach Section of the report.

The Valuation Process

There are three generally accepted approaches to estimating value, the Direct Comparison Approach, the Income Approach, and the Cost Approach are defined below as per the 'The Appraisal of Real Estate, Third Canadian Edition 2010':

Direct Comparison Approach: A set of procedures in which a value indication is derived by comparing the property being appraised to similar properties that have been sold recently, applying appropriate units of comparison, and making adjustments to the sale prices of the comparables based on the elements of comparison.

Income Approach: A set of procedures through which an appraiser derives a value indication for an income producing property by converting its anticipated benefits (cash flows and reversion) into property value. This conversion can be accomplished in two ways. One year's income expectancy can be capitalized at a market derived capitalization rate or at a capitalization rate that reflects a specified income pattern, return on investment, and change in the value of the investment. Alternatively, the annual cash flows for the holding period and the reversion can be discounted at a specified yield rate.

Cost Approach: A set of procedures through which a value indication is derived for the fee simple interest in a property by estimating the current cost to reconstruct a reproduction of, or replacement for, the existing structure; deducting accrued depreciation from the reproduction or replacement cost; and adding the estimated land value plus an entrepreneurial profit. Adjustments may then be made to the indicated fee simple value of the Subject Property to reflect the value of the property interest being appraised.

Approach(es) Used: Which of these approaches to value are most applicable to the valuation of a specific property is largely dependent upon the nature of the property being appraised and the quality and quantity of data available.

With respect to the valuation of the Subject Property, the relevant valuation approach is the Direct Comparison Approach. The Cost Approach and Income Approach were excluded because of the nature of the property (assumed vacant land).

Direct Comparison Approach

Using the Direct Comparison Approach, the value of a property is estimated by reference to sales or active listings of comparable properties in the marketplace. While historical in nature, this method generally provides a reliable indicator of value in an active real estate market.

After researching local and other similar markets, sales and listings of properties that exhibited characteristics similar to the assumed amalgamated Subject Property were identified and analyzed. As noted in the Highest and Best Use Section, the Subject Property was valued utilizing larger parcels of agricultural land as comparables. The following parameters were used in the selection process:

Location: Indicators were chosen from the Smoky Lake County and neighbouring Lamont County with a focus on sales with frontage along the North Saskatchewan River. Other sales were analysed in areas deemed to have similar value influences as the Subject Property, and provide secondary support.

Time: An extended window of time was required due to low sales volumes. The analysis considered sales of lands from mid-2016 forward, which is required in order to reflect the locational attributes of the Subject Property. Three of the sales were from 2018 onwards.

Land Use: Value Indicators were chosen that were deemed to have similar zoning designations and Highest and Best Use by the appraiser.

Units of Comparison: Value Indicators have been compared to the Subject Property on a **sale price/acre** basis, as is typical of the market.

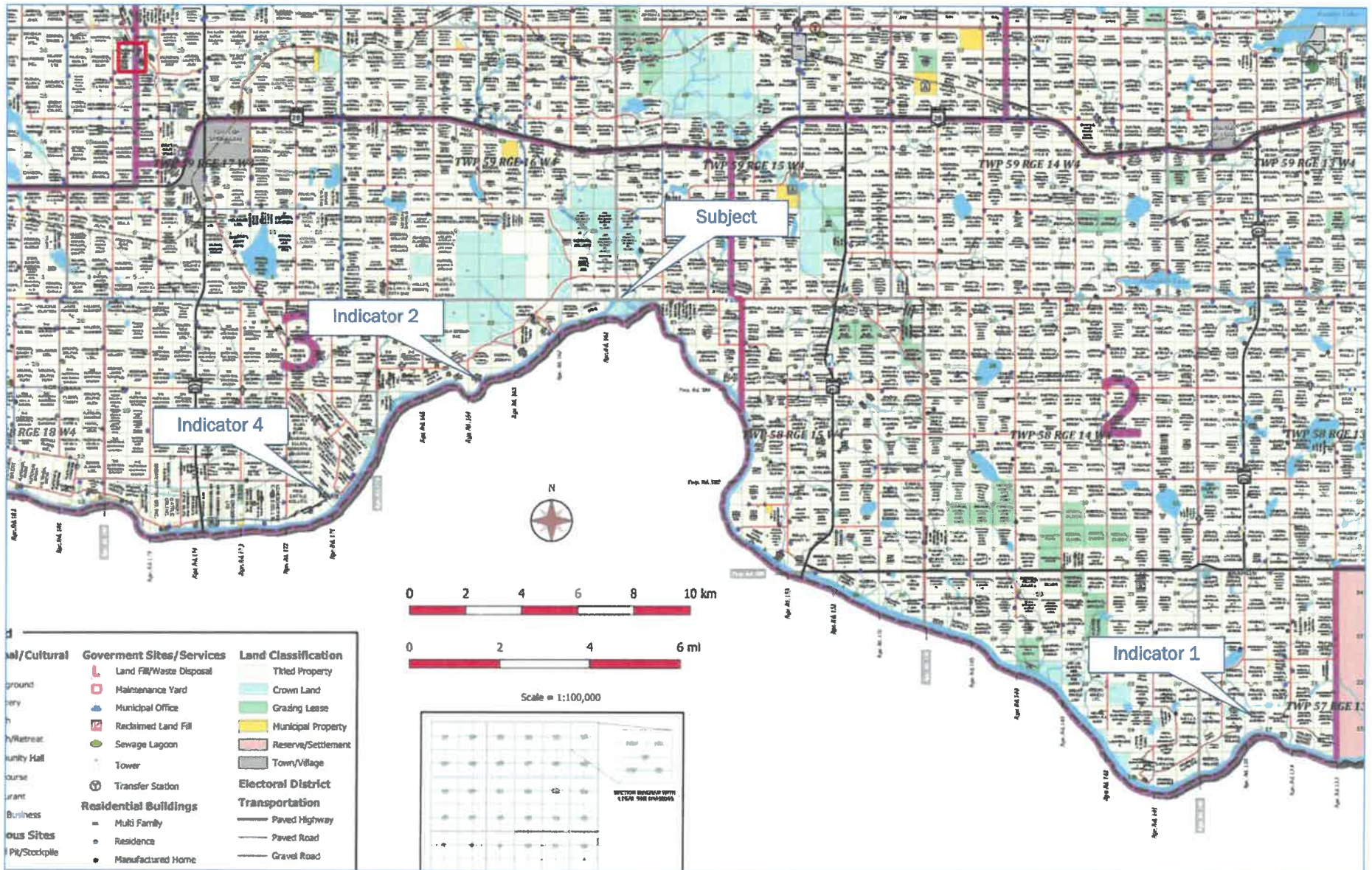
For valuation purposes, two approaches of comparison can be utilized:

Qualitative Analysis: This is a primary and intuitive method, well-known by most market participants.

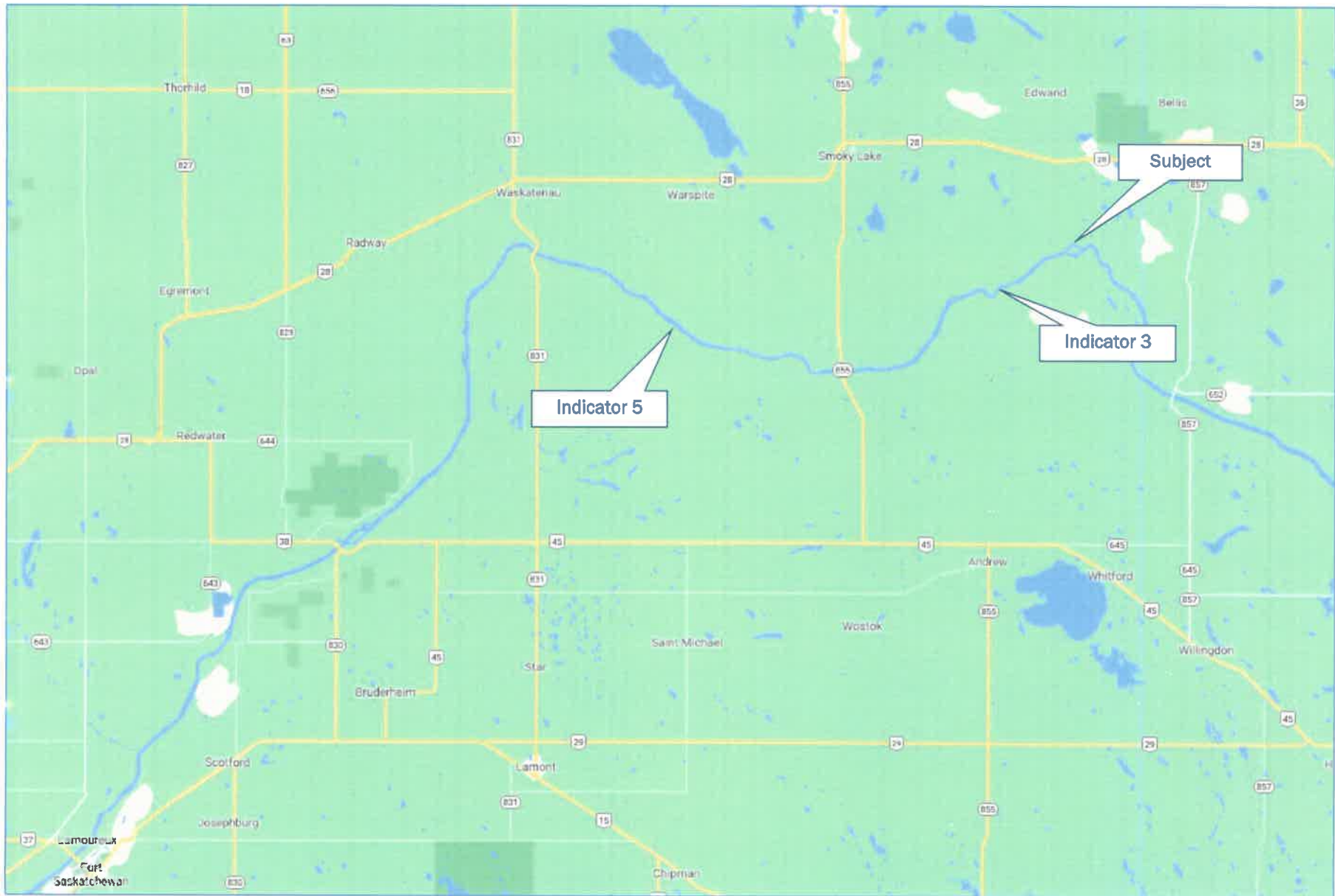
Quantitative Analysis: Dollar or percentage adjustments are applied to the unit selling prices of the Value Indicators to reflect differences between the Subject Property and each Value Indicator. This method typically provides the strongest support for the Direct Comparison Approach when adequate market data exists to support quantitative adjustments.

In the circumstances, a Quantitative Analysis was completed in respect to the differences between the amalgamated Subject Property and each comparable sale.

The locations of Value Indicators and a table of their salient facts as compared to the Subject Property are contained on the following pages. Data sheets for each of the Value Indicators is located in Annex A.



Map: Illustrating the locations of the Subject Property and Value Indicators 1, 2 and 4.



Map: Illustrating the locations of the Subject Property and Value Indicators 3 and 5.

Bare Land Value Indicators						
	Subject Property	Value Indicator 1	Value Indicator 2	Value Indicator 3	Value Indicator 4	Value Indicator 5
Internal Property No.	n/a	111772	111775	111802	111773	110500
Municipality	Smoky Lake County	Smoky Lake County	Smoky Lake County	Lamont County	Smoky Lake County	Lamont County
Legal Description	OT 6-59-15-W4	NW 17-57-13-W4	SW 28-58-16-W4	SE 28-58-16-W4	Lot 8, Plan: Victori	Ptn. NW/NE 10-58-18-W4
Sale Price	n/a	\$312,000	\$280,000	\$375,000	\$230,000	\$400,000
Sale Date (mm/dd/yy)	n/a	02-12-19	10-28-18	05-17-16	09-16-20	05-17-17
Sale Terms	n/a	MLS: E4123369 Cash / Mortgage	MLS: E4063176 Cash	Private Sale Cash	MLS: E4210353 Cash / Mortgage	Private Sale Cash
Vendor	n/a	Estate of M. Reeves	V. Rubuliak	T. Warawa	Ed's Topline Trees Inc.	G. & D. Cossey
Purchaser	n/a	W. Machura	S. Power & J. Vleeming	CLH Group Inc.	M. Suchy	D. & C. Majaesic
Land Area (Acres)	0.31	179.30	84.80	100.40	57.50	96.10
Zoning Class	AG	AG	AG	A	R3	A
CLI Map Rating	6	3 / 4	6	4 / 6	2 / 6	5
Farmland Assessment (\$/acre)	n/a	n/a	\$192	n/a	n/a	\$43
Improvements	Assumed none.	None of value	None of value	Dugout.	Old yard site with power, well and propane. Older mobile with no value.	None Noted.
Comments	The parcel is open. Undulating topography, sloping to the river. Frontage along the North Saskatchewan River. Within the Environmentally Sensitive Areas Overlay.	Approximately 85% treed and 15% open. Undulating topography, slopes down towards the river. Subdivision potential remaining. Lacks direct access via a municipal roadway. Appears to be access via a dirt trail. Approximately 800 metres of frontage along North Saskatchewan River. Within the Environmentally Sensitive Areas Overlay.	Approximately 70% of the parcel consists of open land with the balance being treed. Undulating to gently rolling topography. Un-subdivided. Lacks direct access via a municipal roadway, appears to be accessed via a dirt trail. ±900 metres of frontage along the North Saskatchewan River.	Approximately 60% of the parcel consists of open land with the balance being treed. Undulating to gently rolling topography. Un-subdivided. Access via municipal roadway to the southeast corner of the parcel. Approximately 830 metres of frontage along the North Saskatchewan River.	Approximately 60% open and 40% treed. Undulating topography, slopes down towards the river. Assumed to have subdivision potential remaining. Property is severed into two parcels by Victoria Trail. Approximately 230 metres of frontage along the North Saskatchewan River. Within the Environmentally Sensitive Areas Overlay and Heritage District Overlay.	Approximately 50% open with the balance of the parcel being treed/low-lying. Undulating to gently rolling topography. 1x subdivision potential remaining. Access via municipal roadway to the southwest corner of the property. Approximately 1,200 metres of frontage along the North Saskatchewan River. Two parcels sold together.
Unit Selling Price	n/a	\$1,740	\$3,066	\$3,735	\$4,000	\$4,162
Adjustments for Differences						
Financing/Motivation	As described	0%	0%	0%	0%	0%
Changing Market	As described	0%	0%	6%	0%	2%
Adjusted Price/Acre		\$1,740	\$3,066	\$3,948	\$4,000	\$4,237
Location	As described	10%	0%	0%	0%	0%
Access / Linear Parcel	As described	-10%	-10%	-35%	-45%	-35%
Land Area	As described	0%	-5%	-5%	-15%	-5%
Open Acres	As described	0%	0%	0%	0%	0%
Productive Potential	As described	0%	-10%	0%	-10%	0%
Utility / Other	As described	0%	0%	-2%	20%	0%
Adjusted Price/Acre	n/a	\$1,750	\$2,300	\$2,300	\$2,000	\$2,550

Quantitative Analysis and the Adjustment Process: Adjustments to the unit selling prices of the Value Indicators were applied to reflect the qualitative differences between the subject and each comparable sale.

Adjustments are typically derived from the reconciliation of market derivation, cost analysis, and the appraiser's own experience in a market sector. Adjustments were applied as follows:

Changing market: Farmland continued to appreciate in some areas of north-central Alberta. Farm Credit Canada (FCC) reports that farmland appreciation in Alberta increased at an average of 3.3% in 2019, 7.4% in 2018, 7.3% in 2017, 9.5% in 2016 and 11.6% in 2015. FCC has since indicated a slowing of appreciation through 2019.

In this area, the market for land appears to have been relatively stable since late 2017, with modest appreciation prior to late 2017 for the Subject Property category in the local area. An upwards time adjustment was applied to Value Indicators 3 and 5 to reflect the appreciation since their respective sale dates. The remaining Value Indicators sold subsequent to late 2017, as a result, no specific time adjustments are considered applicable. Market observation indicates a softening in demand through 2020. Market trends have been considered in the final reconciliation.

Financing/Motivation: The terms of the sale for the remaining Value Indicators are believed to be at arm's length, with no adjustments deemed warranted. Motivational factors were typical for farming areas where demand for land is good.

Location: Three influences affect location adjustments: (1) General market location relating to proximity to urban centres, (2) Close to Highway(s) location (gravel access); and, (3) River Frontage.

Generally, land values diminish somewhat as distance to towns, villages, and arterial roadways increases. A modest upwards adjustment was applied to Value Indicator 1 due to its greater distance from the Edmonton CMA, which is inferior as compared to the Subject Property. The remaining Value Indicators are relatively similar to the Subject Property in terms of general location and highway frontage, as a result, no other location adjustments for these attributes are considered applicable.

All five of the Value Indicators have river frontage along the North Saskatchewan River. Accurately quantifying specific adjustments for differences in amount of river frontage is difficult due to the limited amount of sales data. As a result, no specific adjustments have been applied in regard to differences in amount of river frontage; however, general trends have been considered in the final reconciliation.

Access / Linear Parcel: As noted in analysis starting on the following page, the individual influence of lack of direct access via a municipal roadway and linear parcel shape can be difficult to separate and is often overlapping. As a result, a blended adjustment has been applied. A downwards adjustment has been applied to Value Indicators 3 to 5 to reflect their superior access and that they are not linear parcels. Note the adjustment on Value Indicators 3 and 5 is slightly less than the baseline 45% downwards adjustment due to access being limited to the southeast corner of the parcel, which is inferior compared to typical access along the length of the parcel.

A modest downward adjustment was considered applicable to Value Indicators 1 and 2 as they lack direct access via a municipal roadway which offsets most of the baseline 45%

discount, with a downwards 10% adjustment remaining from the baseline discount to reflect that they are superior to Subject Property as they are not linear parcels.

A paired sales analysis was completed in order to estimate the magnitude of the baseline adjustment for lack off access and linear parcel shape, with the remaining adjustments derived from the baseline adjustment and market observation. This analysis is located subsequent to the discussion of the other adjustments.

Land Area: Land size differences: generally, smaller parcels sell for a higher unit value. As noted in the Highest and Best Use Section, the Subject Property has been compared to larger parcels of farmland on the assumption that it is amalgamated with a larger parcel of adjacent farmland. Modest land area adjustments have been applied on this basis as applicable.

Open Acreage: Adjustments were considered to reflect the open acreage on each of the Value Indicators as compared to the Subject Parcel. This adjustment reflects the relationship of the unit value of the various components of a quarter-section and its blended unit value over the entire quarter-section. Typically, market participants in the area assign a substantially lesser value to bush/waste acreage than they do to open, arable acreage and pasture.

However, in the local market for the Subject Property category of land with lesser agricultural potential, no differences are noted for differences in open acres versus treed acres. This is due to the limited agricultural potential of the underlying land, as well as the value-affect of the river frontage, which generally trumps value due to agricultural potential in this area. As a result, no adjustments are considered applicable to Value Indicators 1 to 5.

Production Potential: Differences in soil productivities and potential can account for significant variances in value. Modest adjustments were applied to Value Indicators 2 and 4 to reflect differences. Value Indicators 1, 3 and 5 are considered similar to the Subject Property with no adjustments applicable.

Utility/Other: Adjustments were applied as applicable for differences in the utility of the land, surface leases on comparable sales, and for minor improvements that may exist.

Downwards adjustments were applied to Value Indicators 3 and 4 to reflect minor improvements on the respective parcels. Additionally, an upwards adjustment was applied to Value Indicator 4 to reflect its inferior utility as it is severed by Victoria Trail into two components. As a result, the utility adjustment for Value Indicator 4 is a net upwards adjustment. No other adjustments were applicable to the remaining Value Indicators.

Additionally, adjustments can be applied for subdivided land – typically land that has been subdivided sells for a lower price, reflecting the loss of future revenue gained through further subdivision. In the case of the subject area, the current acreage market is experiencing softer demand. Review of sales indicates no discernable pattern in relation to the market value for subdivision potential. As a result, no specific adjustments for subdivision potential have been applied.

Lack of Access / Linear Parcel Discount Analysis

The Subject Property is a former Road Allowance consisting of a narrow strip of land. Due to its narrow shape and smaller size, it has limited utility as stand-alone agricultural parcel. As noted in the Highest and Best Use Section of this report, if not utilized for public utility purposes, the Highest and Best Use of the Subject Property is amalgamation with

adjacent farmland; however, a typical purchaser would likely expect a discounted purchase price due to the limited number of potential purchasers (adjacent owners).

Discount Analysis: Market observation indicates that linear shaped fragments typically sell for a discount compared to the market value of adjacent finished residential or commercial lots. As the addition of a linear fragment to a finished lot generally provides limited utility to the landowner.

Market observation indicates that linear parcels or fragments of farmland also sell for a discount due to the limited number of potential purchasers as well as often having limited access. The discount for linear parcels of farmland is often less than that of residential or commercial linear parcels due to the superior utility of a linear parcel or fragment of farmland as it can be more readily incorporated into a farmer's operation providing additional land for farming purposes.

No known recent sales of linear parcels were found within the subject area. Linear sales are often difficult to track due to simultaneous sale-consolidations. However, a review of decommissioned rail lines in north-central Alberta was completed with a limited number of rail lines noted in the past 20 years. Several decommissioned rail lines were noted in the subject area or other comparable rural areas including:

- Approximately 26 km of Canadian National rail line between Kerensky and Waskatenau in Smoky Lake County. The notice of discontinuance was filed in 2018; however, investigation indicates that parcels of former rail land are yet to be sold.
- Approximately 19 km of Canadian National rail line between Legal and Morinville in Sturgeon County. The notice of discontinuance was filed in 2016; however, investigation indicates that parcels of former rail land are yet to be sold.
- Iron Horse Trail is a section of rail line which transects Smoky Lake County, the County of St. Paul and the Municipal District of Bonnyville. The entire length of rail line was purchased by a non-profit organization to convert the former rail line into a recreational trail. The purchase is not relevant due to the larger size of the linear land involved.
- Approximately 42 km of Canadian National rail line between Carley Junction and the Town of Barrhead within the County of Barrhead. The notice of discontinuance was filled in 2000. Investigation indicated that linear parcels were sold to adjacent farmers commencing in 2006. These are the most recent known sales of linear parcels formerly utilized for rail lines in north-central Alberta.

Despite being dated, the sales of linear parcels from the rail line between Carley Junction and Barrhead are considered relevant as they illustrate the market trends for linear parcels in north-central Alberta. A paired sales analysis has been completed in order to estimate the market discount applied to linear parcels of agricultural land. The analysis involves comparing sales of linear parcels to sales of agricultural parcels.

In addition to the narrow shape and limited potential purchasers (typically adjacent land owners), often linear rail line parcels have limited or no direct access via a municipal roadway. This is also considered in the analysis and discussed further as the influence on value blends with the influence of the linear shape. In order to isolate the influence of the linear parcel and access attributes, several modest adjustments were applied to the agricultural parcels prior to calculating the discount (Index 1 an upwards time adjustment was applied, Index 3 an upwards location adjustment was applied). The sales and salient details are summarized in the following table.

Summary of Paired Sales Analysis - Linear Parcel Discount							
Sale	Legal Address	Municipality	Sale Date	Parcel Size (acres)	Agricultural Potential	Sale Price	Adj. Sale Price (\$/acre)
1	SE 29-59-4-W5	County of Barrhead	Jun-07	141.44	CLI #2/3, ±70% open	\$160,000	\$1,188
2	Ptn. of NE 14-59-3-W5	County of Barrhead	Aug-08	3.32	CLI #2/3, ±80% open	\$2,241	\$675
						Linear Parcel Discount	43%
3	NW 16-59-4-W4	County of Barrhead	Jun-07	118.88	CLI #2, ±95% open	\$144,000	\$1,332
4	Ptn. of SW 23-59-3-W4	County of Barrhead	Nov-07	2.47	CLI #2, ±95% open	\$1,667	\$675
						Linear Parcel Discount	49%
5	NE 18-58-2-W4	County of Barrhead	Nov-06	161.00	CLI #4, ±65% open	\$157,000	\$975
6	Ptn. of SE 10-59-2-W4	County of Barrhead	Nov-06	6.20	CLI #3/4, ±80% open	\$3,255	\$525
						Linear Parcel Discount	46%

The paired sales illustrate a discount in the range of 43% to 49% attributable to the linear attributes of the parcels. Given the limited or lack of direct access of the linear parcels within the analysis, the discount is also considered to be influenced by access limitations. As the Subject Property also has access issues, it is considered reasonable to utilize a blended adjustment (discount). Based on previous market observation and analysis, lack of direct access via a municipal access can result in a discount of 10% to 50% depending on the distance to a roadway, topographical considerations and location. The range indicated by the paired sales analysis is near the upper end of the market discount range expected for a lack of access, which is expected as it considers the linear parcel aspect as well as access limitations. Overall, a discount of 45% is considered reasonable for Value Indicators that have typical direct access via a municipal roadway along at least one side of the parcel and are not linear parcels. A 45% downwards adjustment is applicable to Value Indicator 4 as it has access via Victoria Trail along the width of the property.

Value Indicators 3 and 5 have access via a municipal roadway but access is only to a corner of the respective parcels rather than along the length of the parcel. This is considered inferior compared to a typical property which has a municipal road along the length of the parcel. Market observation indicates at a 10% discount is applicable for this type of limited corner access compared to typical access. As Value Indicators 3 and 5 have slightly inferior access compared to the baseline analysis in the paired sales analysis, a lesser discount is expected by the market. A net negative discount of 35% (45% - 10%) is considered applicable and was applied to Value Indicators 3 and 5.

Value Indicators 1 and 2 lack direct access via a municipal roadway similar to the Subject Property. As previously noted, it appears the much of the discount attributable to lack of access and linear shape overlaps in respect to the paired sales result of a 45% discount. As a result, only a modest discount is considered applicable to reflect the Indicator's superior parcel shape, as a more significant discount appears to be factored into their sale price due to the lack of direct access. A downwards adjustment of 10% is considered reasonable and has been applied to Value Indicators 1 and 2 reflect their superior parcel shape with the access component being offsetting.

Analysis and Reconciliation: After adjustments, Value Indicators 1 to 5 provided a unit value range of \$1,750/acre to \$2,600/acre with an average of \$2,180/acre. This is considered a relatively tight range considering the limited sales data available for land with frontage along the North Saskatchewan River and the unique attributes of this property. Despite being dated Value Indicators 3 and 5 are considered relevant to the analysis. Value Indicator 1 appears to be somewhat of an outlier, if it is excluded the range tightens to \$2,000/acre to 2,550/acre.

Of the five comparable sales presented and analysed, no one Value Indicator provides strong unilateral support for value, with all five providing some measure of value and corroborating the final value range. A unit value about the midpoint of the tightened range is considered reasonable for the Subject Property.

As such, a final vacant land unit value of **\$2,275/acre** for the Subject Property is deemed to be well supported in the circumstances, translating into the following value estimate:

Site Size:	0.31 Acres
Estimated Unit Value Range:	\$1,750/acre to \$2,550/acre
Estimated Unit Value:	\$2,275/acre
Subject Parcel 1 Value by the Direct Comparison Approach (rounded):	\$705

Reconciliation and Final Valuation

The estimated value of the Subject Property was estimated solely by the Direct Comparison Approach because the Cost and Income Approaches are not typically used to value vacant land.

The strength of the Direct Comparison Approach lies in the fact that it reflects actual market behaviour of typical purchasers under current market conditions. Its weaknesses include the fact that each Value Indicator can vary widely in terms of agricultural potential, location, long-term uses, etc. Additionally, the motivation behind each market transaction is not always apparent, which can lead to wider value ranges. In the circumstances, we believe that available market data provides good support for the valuation of the Subject Property.

Exposure Time: The appraised value is based on a reasonable Exposure Time of up to 180 days, typical for a property of this type in the local market. The Exposure Time was estimated through analysis of market data, and assumes that the property was listed for sale at a reasonable asking price.

Based on the research and analyses completed herein, the current Market Value (as of October 27, 2020) of the identified interest in the Subject Property may be fairly stated as:

SEVEN HUNDRED FIVE (\$705) DOLLARS

Qualified: Subject to Extraordinary Assumptions, Hypothetical Conditions, and Extraordinary Limiting Conditions on Page 56.

Certificate of the Appraiser

Re: Real estate appraisal of a former Road Allowance containing 0.31 acres in Smoky Lake County, Alberta.
Legally described as: OT 6-59-15-W4, excepting thereout all mines and minerals.

I certify that, to the best of my knowledge and belief that:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions and are my impartial and unbiased professional analyses, opinions and conclusions.
- I have no past, present or prospective interest in the property that is the subject of this report and no personal and/or professional interest or conflict of with respect to the parties involved with this assignment.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in and compensation is not contingent upon developing or reporting predetermined results, the amount of value estimate, a conclusion favouring the client, or the occurrence of a subsequent event.
- My analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the CUSPAP.
- I have the knowledge and experience to complete this assignment competently, and where applicable this report is co-signed in compliance with CUSPAP.
- Except as herein disclosed, no one has provided significant professional assistance to the person(s) signing this report.
- As of the date of this report the undersigned has fulfilled the requirements of the AIC's Continuing Professional Development Program.
- The undersigned is (are all) members in good standing of the Appraisal Institute of Canada.
- If an AIC appraiser has co-signed this appraisal report, he or she certifies and agrees that "I directly supervised the Candidate Member who prepared this appraisal report and, having reviewed the report, agree with the statements and conclusions of the Candidate Member, agree to be bound by the appraiser's certification and am taking full responsibility for the appraisal and the appraisal report." The undersigned is a licensed real estate appraiser with the Real Estate Council of Alberta (RECA) in the Province of Alberta, pursuant to the Real Estate Act of Alberta.

Based on the research and analyses completed herein, the current Market Value (as of October 27, 2020) of the identified interest in the Subject Property may be fairly stated as:

SEVEN HUNDRED FIVE (\$705) DOLLARS

Qualified: Subject to Extraordinary Assumptions, Hypothetical Conditions, and Extraordinary Limiting Conditions on Page 56.



Digitally signed by Steven
Hill
Date: 2020-12-02 10:34:55
Foxit PhantomPDF
Version: 9.7.3



Digitally signed by Pat Woodlock
Location: St. Albert, AB
Date: 2020-12-02 10:39:43
Foxit PhantomPDF Version: 9.7.0

Steven N. Hill, BComm, AACI, P. App
Appraiser, AIC Membership No. 905312
Report Date: November 27, 2020
Inspection Date: October 27, 2020
License Info: Real Estate Council of Alberta (RECA)
Source of Digital Signature: Foxit

Pat Woodlock, BMgt, AACI, P. App
Appraiser, AIC Membership No. 902863
Report Date: November 27, 2020
Inspection Date: October 27, 2020
License Info: Real Estate Council of Alberta (RECA)
Source of Digital Signature: Foxit

NOTE: For this appraisal to be valid, an original or a password protected digital signature is required.

Annex A

- Data Sheets of Value Indicators used in the Direct Comparison Approach.

Value Indicator 1

HB		Agricultural Owner/User Land Sale		Zone 4 NE *
				Property Number 111772
		Address _____ NW 17-57-13-W4		
		Subdivision: Smoky Lake County Legal Description: NW 17-57-13-W4 Zoning Class: AG Site Area: 179.30 Acres Sale Price: \$312,000 Unit Value: 1,740.00 Acre Sale Date: Feb 12, 2019 Transfer Number: 192049997 Linc #: 0023570493		
Sale Terms MLS: E4123369 Cash / Mortgage Vendor Estate of M. Reeves		Assessment Total Year 0 Roll# Purchaser W. Machura		
Access Dirt road		Encumbrances None known		
Land Analysis CLI Rating 3 5 Farmland Assessment 0.00 Farmland Assessment / Acre \$0.00 Arable Acres 0.00 Waste/Bush Acres 149.00 Pasture Acres 30.00		Improvements None of value		
Comments Approximately 85% treed and 15% open. Undulating topography, slopes down towards the river. Subdivision potential remaining. Lacks direct access via a municipal roadway. Appears to be access via a dirt trail. Approximately 0.8 km of frontage along North Saskatchewan River. Within the Environmentally Sensitive Areas Overlay.				
Prepared by HarrisonBowker Valuation Group on Nov 27, 2020. All opinions, estimates, data, and statistics furnished by other sources is believed to be reliable. Possession of this report or copies thereof does not carry with it the right of publication. Visit http://www.harrisonbowker.com for more info.				


Value Indicator 2

HB

Agricultural Owner/User Land Sale

Zone 4 NE *

Property Number 111775



Address
SW 28-58-16-W4

Subdivision:
Smoky Lake County

Legal Description:
SW 28-58-16-W4

Zoning Class: AG

Site Area: 84.80 Acres

Sale Price: \$260,000

Unit Value: 3,066.00 Acre

Sale Date: Oct 28, 2018

Transfer Number: 192096123

Line #: 0023505565

Sale Terms	Assessment
MLS: E4063176	Total Year 0
Cash	Roll#
Vendor	Purchaser
V. Rubuliak	S. Power & J. Weeming

Access	Encumbrances
Dirt trail.	None known


Land Analysis	Improvements
CLI Rating 6	None of value
Farmland Assessment 16,260.00	
Farmland Assessment / Acre \$191.74	
Arable Acres 60.00	Waste/Bush Acres 0.00
Pasture Acres 25.00	

Comments

Approximately 70% of the parcel consists of open land with the balance being treed. Undulating to gently rolling topography. Un-subdivided. Lacks direct access via a municipal roadway, appears to be accessed via a dirt trail. ±0.9 km of frontage along the North Saskatchewan River.

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Value Indicator 3

		Zone 4 NE + Property Number 111802	
		Agricultural Owner/User Land Sale	
Address SE 28-58-16-W4		Subdivision: Lamont County	
Legal Description: SE 28-58-16-W4		Zoning Class: A	
Site Area: 100.40 Acres		Sale Price: \$375,000	
Unit Value: 3,735.00 Acre		Sale Date: May 17, 2016	
Transfer Number: 162173520		Unc #: 0023504807	
Sale Terms Private Sale Cash		Assessment Total Year 0 Roll#	
Vendor T. Warawa		Purchaser CLH Group Inc.	
Access Gravel - at southeast corner		Encumbrances None known	
Land Analysis CLI Rating 4 6 Farmland Assessment 0.00 Farmland Assessment / Acre \$0.00 Arable Acres 0.00 Waste/Bush Acres 40.00 Pasture Acres 60.00		Improvements Dugout	
Comments Approximately 60% of the parcel consists of open land with the balance being treed. Undulating to gently rolling topography. Un-subdivided. Access via municipal roadway to the southeast corner of the parcel. Approximately 830 metres of frontage along the North Saskatchewan River.			
Prepared by HarrisonBowker Valuation Group on Nov 27, 2020. All opinions, estimates, data, and statistics furnished by other sources is believed to be reliable. Possession of this report or copies thereof does not carry with it the right of publication. Visit http://www.harrisonbowker.com for more info.			




Value Indicator 4

HB

Agricultural Owner/User Land Sale

Zone: 4 NE +

Property Number: 111773



Address
17106 Victoria Trail

Subdivision:
Smoky Lake County

Legal Description:
Lot 8, Plan: Victori

Zoning Class: R3

Site Area: 57.50 Acres

Sale Price: \$230,000

Unit Value: 4,000.00 Acre

Sale Date: Sep 16, 2020

Transfer Number: 202230393

Line #: 0035156611

Sale Terms	Assessment
MLS: E4210353	Total Year 0
Cash / Mortgage	Roll#
Vendor	Purchaser
Ed's Topline Trees Inc.	M. Suchy

Access	Encumbrances
Paved	None known

Land Analysis	Improvements
CLI Rating 2 6	Old yard site with power, well and propane. Older mobile with no value.
Farmland Assessment 0.00	
Farmland Assessment / Acre \$0.00	
Arable Acres 34.00 Waste/Bush Acres 24.00	
Pasture Acres 0.00	


Comments

Approximately 60% open and 40% treed. Undulating topography, slopes down towards the river. Assumed to have subdivision potential remaining. Property is severed into two parcels by Victoria Trail. Approximately 230 metres of frontage along the North Saskatchewan River. Within the Environmentally Sensitive Areas Overlay and Heritage District Overlay.



Prepared by HarrisonBowker Valuation Group on Nov 27, 2020. All opinions, estimates, data, and statistics furnished by other sources is believed to be reliable. Possession of this report or copies thereof does not carry with it the right of publication. Visit <http://www.harrisonbowker.com> for more info.

Real estate appraisal of a linear parcel of land in Smoky Lake County, Alberta.
Prepared for Alberta Infrastructure.

HarrisonBowker Valuation Group
File Number: 23976.20SH (Oct. 2020)



Value Indicator 5

	<p>Agricultural Owner/User Land Sale</p>	<p>Zone 4 NE * Property Number 110500</p>																				
		<p>Address _____ Ptn. NW / NE 10-58-18-W4</p> <p>Subdivision: Lamont County Legal Description: Ptn. NW/NE 10-58-18-W4 Zoning Class: A</p> <p>Site Area: 96.10 Acres Sale Price: \$400,000 Unit Value: 4,162.00 Acre Sale Date: May 17, 2017 Transfer Number: 172142828 Lic #: 0023462055</p>																				
<p><u>Sale Terms</u> Private Sale Cash</p> <p><u>Vendor</u> G. & D. Cossey</p>	<p><u>Assessment</u> Total Year 2019 Roll#</p> <p><u>Purchaser</u> D. & C. Majaesic</p>																					
<p><u>Access</u> Fair weather road.</p>		<p><u>Encumbrances</u> None known</p>																				
<p><u>Land Analysis</u></p> <table border="0" style="width: 100%;"> <tr> <td>CLI Rating</td> <td style="text-align: center;">5</td> <td></td> <td></td> </tr> <tr> <td>Farmland Assessment</td> <td></td> <td style="text-align: right;">400,000.00</td> <td></td> </tr> <tr> <td>Farmland Assessment / Acre</td> <td></td> <td style="text-align: right;">\$4,162.33</td> <td></td> </tr> <tr> <td>Arable Acres</td> <td style="text-align: right;">0.00</td> <td>Waste/Bush Acres</td> <td style="text-align: right;">48.00</td> </tr> <tr> <td>Pasture Acres</td> <td style="text-align: right;">48.00</td> <td></td> <td></td> </tr> </table>		CLI Rating	5			Farmland Assessment		400,000.00		Farmland Assessment / Acre		\$4,162.33		Arable Acres	0.00	Waste/Bush Acres	48.00	Pasture Acres	48.00			<p><u>Improvements</u> None Noted.</p>
CLI Rating	5																					
Farmland Assessment		400,000.00																				
Farmland Assessment / Acre		\$4,162.33																				
Arable Acres	0.00	Waste/Bush Acres	48.00																			
Pasture Acres	48.00																					
<p><u>Comments</u> Approximately 50% open with the balance of the parcel being treed/low-lying. Undulating to gently rolling topography. 1x subdivision potential remaining. Approximately 1,200 metres of frontage along the North Saskatchewan River. Two parcels sold together.</p>																						
<p>Prepared by HarrisonBowker Valuation Group on Nov 27, 2020. All opinions, estimates, data, and statistics furnished by other sources is believed to be reliable. Possession of this report or copies thereof does not carry with it the right of publication. Visit http://www.harrisonbowker.com for more info.</p>																						

Annex B

- Glossary of Terms

Glossary of Terms

The terms following have been sourced from the current version of CUSPAP, The Appraisal of Real Estate, Third Canadian Edition 2010, the HarrisonBowker library, and/or other sources deemed reliable.

Condominium Estate: A multi-unit structure or property in which persons hold fee simple title to individual units and undivided interest in common areas.

Currency: The final value estimate stated in this report is expressed in terms of Canadian dollars cash.

Effective Date: The date at which the analyses, opinions and conclusions in an assignment apply. The Effective Date may be different from the inspection date and/or the report date.

Exposure Time: The estimated length of time the property interest being appraised would have been offered on the market before the hypothetical consummation of a sale at the estimated value on the Effective Date of the appraisal.

Extraordinary Assumption: An assumption, directly related to a specific Assignment, which, if found to be false, could materially alter the opinions or conclusions. Extraordinary Assumptions presume as fact otherwise uncertain information about or anticipated changes in the physical, legal or economic characteristics of the Subject Property, or about conditions external to the Subject Property such as market conditions or trends, or the integrity of data used in an analysis.

Extraordinary Limiting Condition: A necessary modification to, or exclusion of, a Standard Rule which may diminish the reliability of the report.

Fee Simple Estate: An estate of absolute ownership unencumbered by any other interest or estate, subject only to the limitations by the four powers of government: taxation, expropriation, police power, and escheat.

Forced Sale Value: A Forced Sale Value implies a reduced selling period and a compulsion to sell Real Property. Also known as: "liquidation value", "distress sale" or "power of sale". A Forced Sale Value reflects a situation where:

- the seller is under compulsion to sell (and may be an unwilling seller);
- consummation of the sale is within a short period of time; and
- normal marketing time is not possible due to a brief Exposure Time.

A forced sale is a description of the situation under which a sale takes place, resulting in a value that does not fully meet the definition of Market Value.

Gross Building Area: Total floor area of a building, excluding unenclosed areas, measured from the exterior of the walls; includes both the superstructure floor area and the substructure or basement area.

Gross Leasable Area: Total floor area designed for the occupancy and exclusive use of tenants, including basements and mezzanines; measured from the centre of joint partitioning to the outside wall surfaces.

- Highest and Best Use:** The reasonably probable use of real property, that is physically possible, legally permissible, financially feasible, and maximally productive, and that results in the highest value.
- Hypothetical Condition:** Hypothetical Conditions are a specific type of an Extraordinary Assumption that presumes, as fact, simulated but untrue information about physical, legal or economic characteristics of the Subject Property or external conditions, and are imposed for purposes of reasonable analysis.
- Leasehold Interest:** The right held by the lessee to use and occupy real estate for a stated term under the conditions specified in the lease.
- Leased Fee Estate:** The ownership interest held by the lessor, which includes the right to the contract rent specified in the lease plus the reversionary right when the lease expires.
- When (if) the lease(s) on the property expires, the property rights revert to a Fee Simple Estate.
- Market Value:** The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in precisely revealed terms, for which the specified property rights should sell under reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, and knowledgeably, and for self-interest, assuming that neither is under duress.
- Net Effective Rent:** The rental rate net of financial concessions such as period of no rent during the lease term and above- or below-market TIs [tenant improvement allowances, inducements, rent abatements, etc.].
- Operating Expenses:** The periodic expenditures necessary to maintain the real property and continue production of the effective gross income, assuming prudent and competent management.
- Subject Property:** Refers to the property (real estate) that has been appraised within this report. The term is intended to be generic and read in appropriate context.
- Value Indicator(s):** Consummated or pending sales, or active or expired listings, that have been selected and analyzed by the appraiser(s) for comparison to the Subject Property. The Value Indicators are utilized to provide an estimate of Market Value for the Subject Property via the Direct Comparison Approach. Also known as comparables or comparable sales.

Annex C

- Assumptions, Limiting Conditions, Disclosures, Limitations of Liability.
- Extraordinary Assumptions, Hypothetical Conditions, Extraordinary Limiting Conditions.

Assumptions, Limiting Conditions, Disclosures, Limitations of Liability

The report is subject to the following Assumptions, Limiting Conditions, Disclosures, and Limitations of Liability; and any others which may be stated elsewhere in the report. The list to follow contains 'Mandatory Clauses' as defined by the AIC. The certification that appears in this appraisal report is subject to compliance with the Personal Information and Electronics Documents Act (PIPEDA), Canadian Uniform Standards of Professional Appraisal Practice ("CUSPAP") and the following conditions:

1. HarrisonBowker Valuation Group is a trade name of HarrisonBowker Real Estate Appraisers Ltd. The opinions expressed in this report are those of the author and not necessarily those of HarrisonBowker Real Estate Appraisers Ltd.
2. This report is prepared only for the client and authorized users specifically identified in this report and only for the specific use identified herein. No other person may rely on this report or any part of this report without first obtaining consent from the client and written authorization from the authors. Liability is expressly denied to any other person and, accordingly, no responsibility is accepted for any damage suffered by any other person as a result of decisions made or actions taken based on this report. Liability is expressly denied for any unauthorized user or for anyone who uses this report for any use not specifically identified in this report. Payment of the appraisal fee has no effect on liability. Reliance on this report without authorization or for an unauthorized use is unreasonable.
3. Because market conditions, including economic, social and political factors, may change rapidly and, on occasion, without warning, this report cannot be relied upon as of any date other than the Effective Date specified in this report unless specifically authorized by the author(s).
4. The author will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The property is appraised on the basis of it being under responsible ownership. Unless otherwise noted within the report, no registry office search has been performed and the author assumes that the title is good and marketable and free and clear of all encumbrances. Matters of a legal nature, including confirming who holds legal title to the appraised property or any portion of the appraised property, are outside the scope of work and expertise of the appraiser. Any information regarding the identity of a property's owner or identifying the property owned by the listed client and/or applicant provided by the appraiser is for informational purposes only and any reliance on such information is unreasonable. Any information provided by the appraiser does not constitute any title confirmation. Any information provided does not negate the need to retain a real estate lawyer, surveyor or other appropriate experts to verify matters of ownership and/or title.
5. Verification of compliance with governmental regulations, bylaws or statutes is outside the scope of work and expertise of the appraiser. Any information provided by the appraiser is for informational purposes only and any reliance is unreasonable. Any information provided by the appraiser does not negate the need to retain an appropriately qualified professional to determine government regulation compliance.
6. No survey of the property has been made. Any sketch in this report shows approximate dimensions and is included only to assist the reader of this report in visualizing the property. It is unreasonable to rely on this report as an alternative to a survey, and an accredited surveyor ought to be retained for such matters.
7. If the Subject Property is a condominium Fee Simple Estate, it is assumed that there are no major costs currently required within the subject common area that cannot be covered by the existing contingency fund; that there are no legal actions outstanding or are contemplated against the subject complex; and, that there is a board of directors managing the affairs of the subject condominium association in a diligent manner. It is further assumed that monthly condominium fees and the balance contained in the capital reserve fund will be adequate to cover all costs of maintaining the common property and any capital items that will be required. It is assumed that Reserve Fund Studies are completed as per Alberta's Condominium Act. The review of the Reserve Fund Study is beyond the

Scope of this report. The appraiser will not be held liable if the balance in the reserve fund is inadequate to pay for required repairs and maintenance.

8. This report is completed on the basis that testimony or appearance in court concerning this report is not required unless specific arrangements to do so have been made beforehand. Such arrangements will include, but not necessarily be limited to: adequate time to review the report and related data, and the provision of appropriate compensation.
9. Unless otherwise stated in this report, the author has no knowledge of any hidden or unapparent conditions (including, but not limited to: its soils, physical structure, mechanical or other operating systems, foundation, etc.) of/on the Subject Property or of/on a neighbouring property that could affect the value of the Subject Property. It has been assumed that there are no such conditions. Any such conditions that were visibly apparent at the time of inspection or that became apparent during the normal research involved in completing the report have been noted in the report. This report should not be construed as an environmental audit or detailed property condition report, as such reporting is beyond the scope of this report and/or the qualifications of the author. The author makes no guarantees or warranties, express or implied, regarding the condition of the property, and will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. The bearing capacity of the soil is assumed to be adequate.
10. The author is not qualified to comment on detrimental environmental, chemical or biological conditions that may affect the Market Value of the property appraised, including but not limited to pollution or contamination of land, buildings, water, groundwater or air which may include but are not limited to moulds and mildews or the conditions that may give rise to either. Any such conditions that were visibly apparent at the time of inspection or that became apparent during the normal research involved in completing the report have been noted in the report. It is an assumption of this report that the property complies with all regulatory requirements concerning environmental, chemical and biological matters, and it is assumed that the property is free of any detrimental environmental, chemical and biological conditions that may affect the Market Value of the property appraised. If a party relying on this report requires information about or an assessment of detrimental environmental, chemical or biological conditions that may impact the value conclusion herein, that party is advised to retain an expert qualified in such matters. The author expressly denies any legal liability related to the effect of detrimental environmental, chemical or biological matters on the Market Value of the property.
11. The analyses set out in this report relied on written and verbal information obtained from a variety of sources the author considered reliable. Unless otherwise stated herein, the author did not verify client-supplied information, which the author believed to be correct.
12. The term "inspection" refers to observation only as defined by CUSPAP and reporting of the general material finishing and conditions observed for the purposes of a standard appraisal inspection. The inspection scope of work includes the identification of marketable characteristics/amenities offered for comparison and valuation purposes only.
13. The opinions of value and other conclusions contained herein assume satisfactory completion of any work remaining to be completed in a good and workmanlike manner. Further inspection may be required to confirm completion of such work. The author has not confirmed that all mandatory building inspections have been completed to date, nor has the availability/issuance of an occupancy permit been confirmed. The author has not evaluated the quality of construction, workmanship or materials. It should be clearly understood that this visual inspection does not imply compliance with any building code requirements as this is beyond the professional expertise of the author.
14. The contents of this report are confidential and will not be disclosed by the author to any party except as provided for by the provisions of the CUSPAP and/or when properly entered into evidence of a duly qualified judicial or quasi-

judicial body. The author acknowledges that the information collected herein is personal and confidential and shall not use or disclose the contents of this report except as provided for in the provisions of the CUSPAP and in accordance with the author's privacy policy. The client agrees that in accepting this report, it shall maintain the confidentiality and privacy of any personal information contained herein and shall comply in all material respects with the contents of the author's privacy policy and in accordance with the PIPEDA.

15. The author has agreed to enter into the assignment as requested by the client named in this report for the use specified by the client, which is stated in this report. The client has agreed that the performance of this report and the format are appropriate for the intended use.
16. This report, its content and all attachments/addendums and their content are the property of the author. The client, authorized users and any appraisal facilitator are prohibited, strictly forbidden, and no permission is expressly or implicitly granted or deemed to be granted, to modify, alter, merge, publish (in whole or in part) screen scrape, database scrape, exploit, reproduce, decompile, reassemble or participate in any other activity intended to separate, collect, store, reorganize, scan, copy, manipulate electronically, digitally, manually or by any other means whatsoever this appraisal report, addendum, all attachments and the data contained within for any commercial, or other, use.
17. If transmitted electronically, this report will have been digitally signed and secured with personal passwords to lock the appraisal file. Due to the possibility of digital modification, only originally signed reports and those reports sent directly by the author can be reasonably relied upon.
18. Where the intended use of this report is for financing or mortgage lending or mortgage insurance, it is a condition of reliance on this report that the authorized user has or will conduct lending, underwriting and insurance underwriting and rigorous due diligence in accordance with the standards of a reasonable and prudent lender or insurer, including but not limited to ensuring the borrower's demonstrated willingness and capacity to service his/her debt obligations on a timely basis, and to conduct loan underwriting or insuring due diligence similar to the standards set out by the Office of the Superintendent of Financial Institutions (OSFI), even when not otherwise required by law. Liability is expressly denied to those that do not meet this condition. Any reliance on this report without satisfaction of this condition is unreasonable.
19. The Cost Approach has only been developed by the appraiser(s) as an analysis to support their opinion of the property's Market Value. Use of this data, in whole or part, for other purposes is not intended by the appraiser(s). Nothing set forth in the appraisal should be relied upon for the purpose of determining the amount or type of insurance coverage to be placed on the Subject Property. The appraiser(s) assumes no liability for and does not guarantee that any insurable value estimate inferred from this report will result in the Subject Property being fully insured for any loss that may be sustained. Further, the Cost Approach may not be a reliable indication of replacement or reproduction cost for any date other than the Effective Date of this appraisal due to changing costs of labor and materials and due to changing building codes and governmental regulations and requirements.
20. The professional liability insurance of the appraiser(s) is limited to \$2,000,000; therefore, the appraiser(s) is exempt from any responsibility or loss for errors or omissions over and above this amount.
21. Significant Value Uncertainty: The outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organization as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries.

Market activity is being impacted in many sectors. As at the valuation date (effective date), the appraiser considers that less weight can be attached to previous market evidence for comparison purposes, to inform opinions of value. Indeed, the current response to COVID-19 means that we are faced with an unprecedented set of circumstances on which to base a judgement.

Consequently, less certainty – and a higher degree of caution – should be attached to this valuation than would normally be the case. Given the unknown future impact that COVID-19 might have on the real estate market, it is recommended that the client and intended user(s) keep the valuation of this property under frequent review

Extraordinary Assumptions, Hypothetical Conditions, Extraordinary Limiting Conditions

The Extraordinary Assumption(s), Hypothetical Condition(s), and/or Extraordinary Limiting Conditions invoked for this assignment, as defined in the preceding Glossary, are presented in full below (if applicable).


Hypothetical Condition and Extraordinary Assumption: As per the client's instruction, it has been hypothetically assumed that significant site improvements on the Subject Property do not exist, including a pump infrastructure, chain link fencing and power service. The land parcel was appraised as if vacant. The contributory value of the excluded improvements is considered significant.

Extraordinary Assumption: The parcel size of the Subject Property indicated by the legal plan differs from the parcel size indicated by the county assessment record. It is assumed that the size indicated by the legal plan is correct. If the site size is found to be different than assumed, the value may need to be amended.

This valuation is not subject to any other Extraordinary Assumptions, Hypothetical Conditions, or Extraordinary Limiting Conditions.

Annex D

- Certificate of Title for the Subject Property
- Legal Plan



HISTORICAL LAND TITLE CERTIFICATE
CURRENT TITLE WITH HISTORICAL DATA

S		
LINC	SHORT LEGAL	TITLE NUMBER
0017 714 361	4;15;59;6;OT	782 055 897

LEGAL DESCRIPTION

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE ADJOINING THE WEST BOUNDARY OF THE SOUTH WEST QUARTER OF SECTION SIX (6) TOWNSHIP FIFTY NINE (59) RANGE FIFTEEN (15) WEST OF THE FOURTH MERIDIAN LYING NORTH OF THE NORTH SASKATCHEWAN RIVER AND SOUTH OF A LINE DRAWN WESTERLY AND AT RIGHT ANGLES TO THE SAID WEST BOUNDARY, THROUGH A POINT ON THE SAID WEST BOUNDARY, SAID POINT BEING TWO THOUSAND THREE HUNDRED AND THIRTY THREE (2333) FEET SOUTH OF THE NORTH WEST CORNER OF THE SAID QUARTER SECTION EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

		REGISTERED OWNER(S)			
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION	
782 055 897	20/03/1978				

OWNERS

THE COUNTY OF SMOKY LAKE NO. 13.
 OF BOX 310, SMOKY LAKE
 ALBERTA T0A 3C0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS			
912 184 395	17/07/1991	CAVEAT RE : RIGHT OF WAY AGREEMENT CAVEATOR - APACHE CANADA LTD. 2800, 421 - 7 AVE SW			

(CONTINUED)

-----			PAGE 2
ENCUMBRANCES, LIENS & INTERESTS			# 782 055 897
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS	

		CALGARY ALBERTA T2P4K9 AGENT - JIM SWETNAM (DATA UPDATED BY: TRANSFER OF CAVEAT 002122593) (DATA UPDATED BY: CHANGE OF ADDRESS 022044536) (DATA UPDATED BY: TRANSFER OF CAVEAT 072319178) (DATA UPDATED BY: CHANGE OF ADDRESS 132318973)	
002 122 593	09/05/2000	TRANSFER OF CAVEAT 912184395 TRANSFEREE - CONOCO CANADA LIMITED. 3900 BOW VALLEY SQUARE 2,205-5 AVE SW CALGARY ALBERTA T2P2V7	
022 044 536	06/02/2002	CHANGE OF ADDRESS FOR SERVICE RE: CONOCO CANADA LIMITED. P.O. BOX 130, STATION M CALGARY ALBERTA T2P2H7 AFFECTS INSTRUMENT: 912184395	
072 319 178	31/05/2007	TRANSFER OF CAVEAT 912184395 TRANSFEREE - APACHE CANADA LTD. 1200, 700-9 AVE SW CALGARY ALBERTA T2P3V4 AGENT - JIM SWETNAM	
132 318 973	04/10/2013	CHANGE OF ADDRESS FOR SERVICE RE: APACHE CANADA LTD. 2800, 421 - 7 AVE SW CALGARY ALBERTA T2P4K9 AFFECTS INSTRUMENT: 912184395	
TOTAL INSTRUMENTS: 005			
(CONTINUED)			

PAGE 3
782 055 897

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 23 DAY OF
OCTOBER, 2020 AT 02:55 P.M.

ORDER NUMBER: 40376977

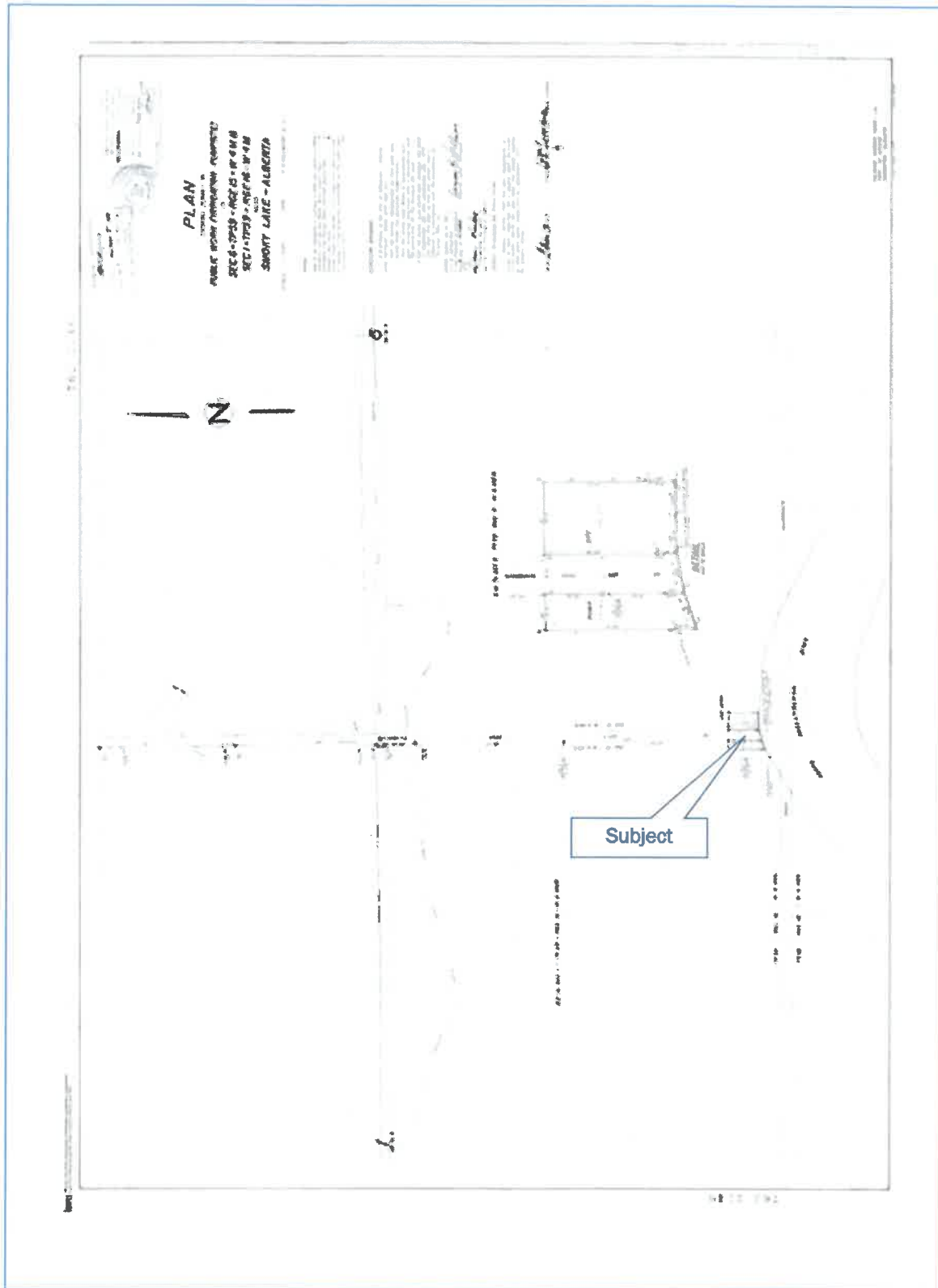
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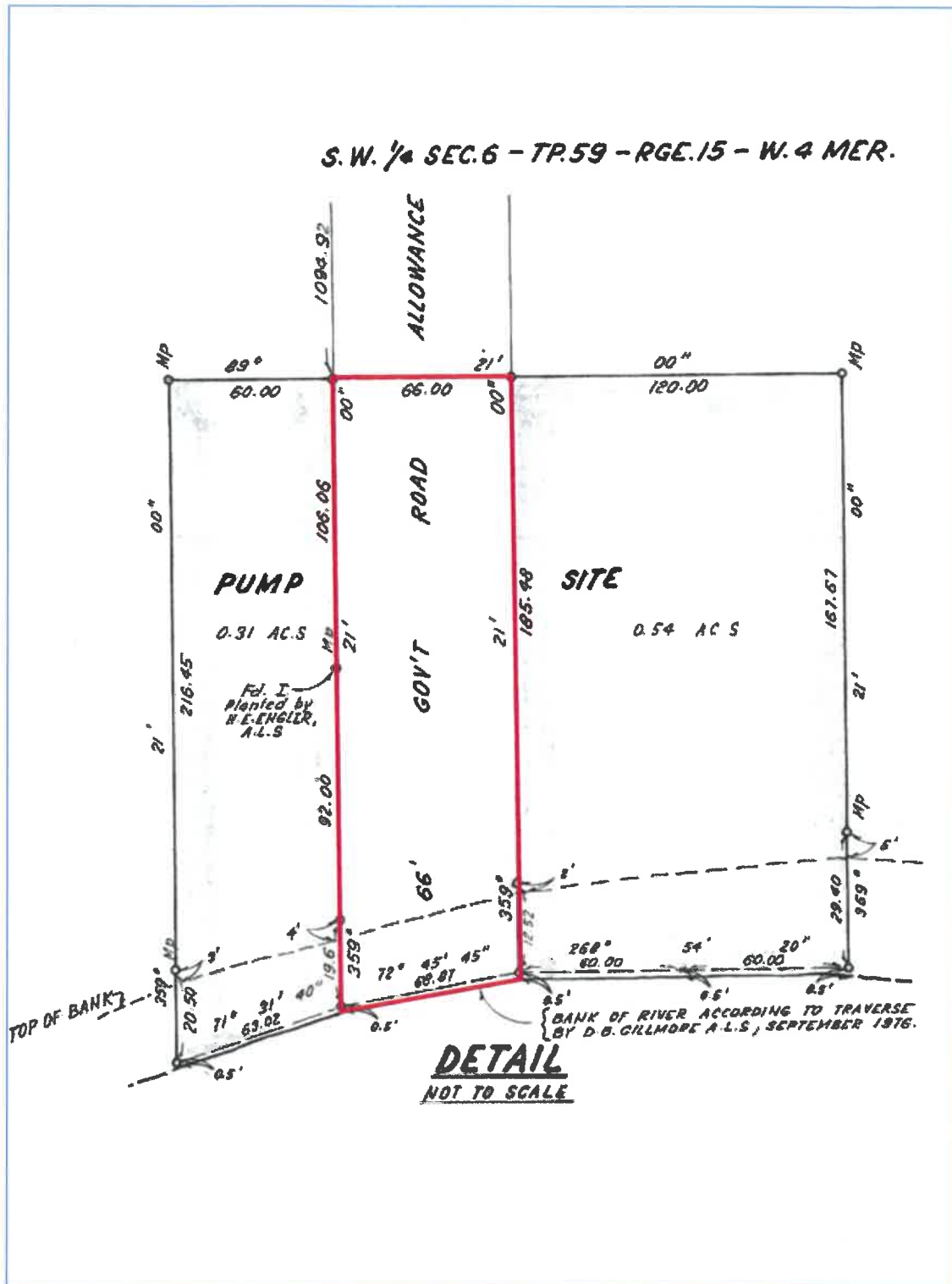


END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).





Annex E

- Excerpts from Appropriate Planning Documents.



8.2 AGRICULTURE (AG) DISTRICT

1. Purpose

The general purpose of this District is to allow a range of activities associated with working landscapes including agricultural uses and resource extraction uses that support the rural economy, rural lifestyle and discourage the fragmentation of the County's land base.

2. Permitted Uses

- A. Art, Craft and Photographic Studios
- B. Agricultural Support Service
- C. Basement Suite
- D. Bed and Breakfast Establishment
- E. Buildings and Uses Accessory to Permitted Uses
- F. Community Hall
- G. Day Home
- H. Dwelling, Single Detached
- I. Extensive Agriculture
- J. Garage Suite
- K. Garden Suite
- L. Guest House
- M. Home Occupation, Major
- N. Home Occupation, Minor
- O. In-law Suite
- P. Manufactured Home
- Q. Modular Home
- R. Natural Area
- S. Public Utility
- T. Secondary Suite
- U. Shipping Container
- V. Solar Energy Collection Systems
- W. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Animal Breeding and/or Boarding Facility
- B. Animal Clinic
- C. Animal Hospital
- D. Animal Hospital, Large
- E. Boarding Facility
- F. Buildings and Uses Accessory to Discretionary Uses
- G. Cemetery
- H. Child Care Facility
- I. Day Care Facility
- J. Duplex (Vertical and Side-by-Side)
- K. Family Care Facility
- L. Intensive Agriculture
- M. Kennel



- N. Natural Resource Extraction Industry
- O. Place of Worship
- P. Public and Quasi-Public Building and Use
- Q. Public Utility
- R. Recreational Use
- S. Relocated Building
- T. Secondary Commercial
- U. Sign
- V. Surveillance Suite
- W. Transfer Station
- X. Utility Building
- Y. Wind Energy Conversion System, Small
- Z. Wind Energy Conversion System, Large
- AA. Workcamp, Short-Term
- BB. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A maximum of five (5) parcels per quarter section may be subdivided for agricultural, or residential uses including the subdivision of fragments. The following chart presents information by use type regarding the maximum number of parcels allowed per quarter section.

	Maximum Parcel Density Per Quarter Section By Use Type	Minimum Parcel Size	Maximum Parcel Size
Agricultural Use	2 parcels per quarter section	Normally 32.0 ha (80.0 ac.) however a single 16.0 ha (40.0 ac.) parcel may be subdivided if the proposed parcel conforms to 4(A)(ii)	At the Discretion of the Subdivision Authority
Residential Use	4 parcels per quarter section	0.8 ha (2.0 ac.)	8.0 ha (20.0 ac.)
Commercial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Community/ Institutional Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Industrial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority

A. Lot Area – Agricultural Use

- i. The minimum parcel size for extensive agricultural uses shall normally be 32.0 ha (80.0 ac.) less any approved subdivisions.



- ii. Notwithstanding (A)(i) above, the subdivision of a single 16.0 ha (40.0 ac.) parcel for agricultural use may be permitted out of an un-subdivided quarter section if the following criteria are met to the satisfaction of the County:
- a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;
 - b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;
 - c. The parcel is should normally be located:
 - i. adjacent to or near quarter section boundaries;
 - ii. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;
 - iii. along a designated rural residential collector road;
 - d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;
 - e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry¹, the use and size of the parcel is supported by a business plan that may include:
 - i. a financial plan to the satisfaction of the County;
 - ii. a detailed site plan of the proposed operation including the required land area, expansion possibilities and possible effects on adjacent landowners, uses and municipal infrastructure;
 - iii. information regarding potential traffic generation which may include a Traffic Impact Assessment;
 - iv. potential nuisance factors and any mitigation measures necessary to reduce nuisance factors; and
 - v. where necessary, a detailed site assessment which indicates the location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

B. Lot Area – Residential Use

¹ Value added industry in this context means: an industry which economically adds value to a product by changing it from its current state to a more valuable state.



- i. Normally, a maximum of 6.0 ha (20.0 ac.) per quarter section will be allowed for residential subdivisions.
- ii. Normally, the minimum lot area allowed for vacant residential parcels or for farmstead separations will be 0.8 ha (2.0 ac.) and the maximum lot area will be 8.0 ha (20.0 ac.).

C. Lot Area - Other Uses

The minimum parcel size for other uses shall be as provided for elsewhere in this Bylaw, in the County's Municipal Development Plan, in any relevant Area Structure Plan, or as required by the Subdivision Authority.

5. Development Regulations

A. Minimum Yard Dimensions

It should be noted that adjacent to Provincial Highways, Alberta Transportation may require greater setbacks for development. Contact Alberta Transportation regarding their requirements in this regard.

i. Minimum Front Yards

From Municipal Road Allowances	23.1 m (92.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

ii. Minimum Side Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iii. Minimum Rear Yards



From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iv. Notwithstanding subsections (A), (B), and (C) above, where there is an intersection or sharp curve, the minimum yard requirements shown on Figures 20 and 21 of this Bylaw shall apply.

B. Minimum Floor Area

- i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)
- ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)
- iii. All others uses at the discretion of the Development Authority

C. Maximum Site Coverage - 45%

Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings

D. Maximum Height

- i. 11.0 m (36.1 ft.)
- ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

6. Other Regulations

A. Residential parcels in the Agriculture District will not be allowed:

- i. within required setbacks from a sewage treatment plant or lagoon or solid waste disposal site as specified by the appropriate guidelines or authority;
- ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;
- iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or

AG

- iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
- C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
- D. Fences shall be developed in accordance with Section 7.7 of this Bylaw.
- E. Landscaping shall be provided in accordance with Section 6.11 of this Bylaw.
- F. The keeping of recreational vehicles shall be provided in accordance with Section 7.23 of this Bylaw.
- G. Shipping containers shall be developed in accordance with Section 7.31 of this Bylaw.
- H. Accessory buildings shall be developed in accordance with Section 6.1 of this Bylaw.

Annex F

- Canadian Land Inventory Soil Classification System.

Canadian Land Inventory Soil Classification System

Environment Canada, in cooperation with various government agencies, publishes a 1: 250,000 scale map series for Alberta that depicts soil capabilities by classification. While the limitations of scale are evident, the maps provide a good first indicator of local soil conditions and the prevailing soil characteristics across a region. The following description of the classification system was quoted verbatim from the legend of Environment Canada's *Canadian Land Inventory Soil Capability for Agriculture* series of maps.

Description Legend

In this classification the mineral soils are grouped into seven classes on the basis of soil survey information. Soils in classes 1, 2, 3 and 4 are considered capable of sustained use for cultivated field crops, those in classes 5 and 6 only for perennial forage crops and those in class 7 for neither.

Some of the important factors on which the classification is based are:

- The soils will be well managed and cropped, under a largely mechanized system.
- Land requiring improvements, including clearing that can be made economically by the farmer himself is classed according to its limitations or hazards in use after the improvements have been made. Land requiring improvements beyond the means of the farmer himself is classed according to its present condition.
- The following are not considered: distances to market, kind of roads, location, size of farms, type of ownership, cultural patterns, skill or resources of individual operators, and hazard of crop damage by storms.

The classification does not include capability of soils for trees, tree fruits, small fruits, ornamental plants, recreation, or wildlife.

The classifications are based on intensity, rather than kind, of their limitations for agriculture. Each class includes many kinds of soil, and many of the soils in any class require unlike management and treatment.

CLASS 1	SOILS IN THIS CLASS HAVE NO SIGNIFICANT LIMITATIONS IN USE FOR CROPS.
	The soils are deep, are well to imperfectly drained, hold moisture well, and in the virgin state were well supplied with plant nutrients. They can be managed and cropped without difficulty. Under good management they are moderately high to high in productivity for a wide range of field crops.
CLASS 2	SOILS IN THIS CLASS HAVE MODERATE LIMITATIONS THAT RESTRICT THE RANGE OF CROPS OR REQUIRE MODERATE CONSERVATION PRACTICES.
	The soils are deep and hold moisture well. The limitations are moderate and soils can be managed and cropped with little difficulty. Under good management they are moderately high to high in productivity for a fairly wide range of crops.
CLASS 3	SOILS IN THIS CLASS HAVE MODERATELY SEVERE LIMITATIONS THAT RESTRICT THE RANGE OF CROPS OR REQUIRE SPECIAL CONSERVATION PRACTICES.
	The limitations are more severe than for Class 2 soils. They affect one or more of the following practices: timing and ease of tillage; planting and harvesting; choice of crops; and methods of conservation. Under good management they are fair to moderately high in productivity for a fair range of crops.
CLASS 4	SOILS IN THIS CLASS HAVE SEVERE LIMITATIONS THAT RESTRICT THE RANGE OF CROPS OR REQUIRE SPECIAL CONSERVATION PRACTICES, OR BOTH.
	The limitations seriously affect one or more of the following practices: timing and ease of tillage; planting and harvesting; choice of crops; and methods of conservation. The soils are low to fair in productivity for a fair range of crops but many have high productivity for a specially adapted crop.

CLASS 5	SOILS IN THIS CLASS HAVE VERY SEVERE LIMITATIONS THAT RESTRICT THEIR CAPABILITY TO PRODUCING PERENNIAL FORAGE CROPS, AND IMPROVEMENT PRACTICES ARE FEASIBLE.
	The limitations are so severe that the soils are not capable of use for sustained production of annual field crops. The soils are capable of producing native or tame species of perennial forage plants, and may be improved by use of farm machinery. The improvement practices may include clearing of bush, cultivation, seeding, fertilizing, or water control.
CLASS 6	SOILS IN THIS CLASS ARE CAPABLE ONLY OF PRODUCING PERENNIAL FORAGE CROPS AND IMPROVEMENTS PRACTICES ARE NOT FEASIBLE.
	The soils provide some sustained grazing for farm animals, but the limitations are so severe that improvement by use of farm machinery is impractical. The terrain may be unsuitable for use of farm machinery, or the soils may not respond to improvement, or the grazing season may be very short.
CLASS 7	SOILS IN THIS CLASS HAVE NO CAPABILITY FOR ARABLE CULTURE OR PERMANENT PASTURE.
	The soils provide some sustained grazing for farm animals, but the limitations are so severe that improvement by use of farm machinery is impractical. The terrain may be unsuitable for use of farm machinery, or the soils may not respond to improvement, or the grazing season may be very short.
0	ORGANIC SOILS (Not placed in capability classes).

Subclasses

Excepting Class 1, the classes are divided into subclasses on the basis of kinds of limitation. The subclasses are as follows:

SUBCLASS C	Adverse climate - The main limitation is low temperature or low or poor distribution of rainfall during the cropping season, or a combination of these.
SUBCLASS D	Undesirable soil structure and/or low permeability - The soils are difficult to till, absorb water slowly or the depth of the rooting zone is restricted.
SUBCLASS E	Erosion damage - Past damage from erosion limits agricultural use of the land.
SUBCLASS F	Fertility - Low natural fertility due to lack of available nutrients, high acidity or alkalinity, low exchange capacity, high levels of calcium carbonate or presence of toxic compounds.
SUBCLASS I	Inundation - Flooding by streams or lakes limits agricultural use.
SUBCLASS M	Moisture - A low moisture holding capacity, caused by adverse inherent soil characteristics, limits crop growth. (Not to be confused with climatic drought).
SUBCLASS N	Salinity - The soils are adversely affected by soluble salts.
SUBCLASS P	Stoniness - Stones interfere with tillage, planting, and harvesting.
SUBCLASS R	Shallowness to solid bedrock - Solid bedrock is less than three feet from the surface.
SUBCLASS S	Soils limitations - A combination of two or more subclasses D, F, M and N.
SUBCLASS T	Adverse topography - Either steepness or the pattern of slopes limits agricultural use.

SUBCLASS W	Excess water - Excess water other than from flooding limits use for agriculture. The excess water may be due to poor drainage, a high water table, and seepage of runoff from surrounding areas.
SUBCLASS X	Minor cumulative limitations - Soils having a moderate limitation due to the cumulative effect of two or more adverse characteristics that individually would not affect the class rating. (This subclass is always used alone and only one class below the best possible in a climatic sub region).

AGREEMENT FOR PURCHASE AND SALE

BETWEEN:

HER MAJESTY THE QUEEN *in right of Alberta,*
as represented by the
Minister of Infrastructure

(the "Purchaser")

- AND -

THE COUNTY OF SMOKY LAKE NO. 13

(the "Seller")

RECITALS:

WHEREAS the Seller is the legal and beneficial owner of the Property as hereinafter defined;

AND WHEREAS the Seller has agreed to sell and the Purchaser has agreed to purchase the Property;

THEREFORE, in consideration of the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Definitions

1.1 For the purposes of this Agreement each of the following capitalized words and expressions shall have the following meaning:

"Adjustment Charges" means all adjustable incomings and outgoings with respect to the Property, including Taxes, local improvement charges, levies, utilities, rents, deposits, interest and any Purchase Price adjustments, as applicable;

"Agreement" means this Agreement for Purchase and Sale, including the Recitals and the Schedules attached hereto;

"Alberta Time" means Mountain Standard Time or Daylight Saving Time, as the case may be, and as provided for in the *Daylight Saving Time Act*, R.S.A. 2000, c. D-5, as amended and revised from time to time;

"Business Day" means a day upon which the Land Titles Office in the City of Edmonton is open to the general public for business;

"Cash to Close" means the amount that is the Purchase Price plus or minus applicable Adjustment Charges;

"Closing Date" means _____;

"Excise Tax Act" means Part IX of the *Excise Tax Act*, R.S.C. 1985, c. E-15, as amended or revised from time to time;

"Freedom of Information and Protection of Privacy Act" means the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25, as amended or revised from time to time;

"Government Authority" means any federal, provincial, municipal or other government body, agency, tribunal or authority having jurisdiction and lawfully empowered to make or impose laws, bylaws, rules or regulations with respect to the Property, and the parties' obligations hereunder;

"GST" means the goods and services tax as established from time to time pursuant to the *Excise Tax Act*;

"Hazardous Substances" includes but is not limited to biological materials and agents (whether hazardous in fact, or not), any pollutant, contaminant, toxic or dangerous waste, substance, or material (including without limitation asbestos, urea formaldehyde, petroleum, petroleum by-products, polychlorinated biphenyls or products treated with polychlorinated biphenyls, radioactive substances, or any other substance which has been determined by any Government Authority to be injurious to human life or health) natural or man made, dangerous either alone or in any combination to public health, timber, crops, animals, water supplies, or soil quality (Hazardous Substances does not include any lawn garden fertilizer, household pesticide, household cleaning product, paint, varnish, lacquer, chlorine, bromine, or algaecides used for a residential hot tub, or natural gas or propane used for heating or cooking purposes only);

"Income Tax Act" means the *Income Tax Act*, R.S.C. 1985, c. 1 (5th Supp.), as amended or revised from time to time;

"Land Titles Act" means the *Land Titles Act*, R.S.A. 2000, c. L-4, as amended or revised from time to time;

"Municipal Government Act" means the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or revised from time to time;

"Property" means the land legally described in Schedule "A" attached hereto;

"Permitted Encumbrances" means those interests and encumbrances set forth in Schedule "B" attached hereto;

"Purchase Price" means the sum of SEVEN HUNDRED AND FIVE DOLLARS (\$705.00) in Canadian currency (exclusive of GST);

"Purchaser's Caveat" means the caveat contemplated in section 3.2 of this Agreement;

"Schedules" means the following schedules attached to this Agreement:

Schedule "A" Legal Description
Schedule "B" Permitted Encumbrances

"Taxes" means the property taxes, charges and other fees imposed in respect of the Property or any part thereof normally the subject of adjustment in a conveyance of this type;

2. Purchase and Sale of the Property

- 2.1 (a) The Seller agrees to sell and the Purchaser agrees to purchase the Property free and clear of all encumbrances, except for the Permitted Encumbrances and the Purchaser's Caveat on the terms and conditions provided for in this Agreement.
- (b) The Seller and the Purchaser agree to act reasonably, diligently and in good faith, and to do all such acts, execute and deliver such documents and generally give such further assurances as may be necessary to give full effect to this Agreement.
- (c) The Seller hereby directs that any monies payable pursuant to this Agreement shall be made payable to:

THE COUNTY OF SMOKY LAKE NO. 13

3. Caveats

- 3.1 The Seller shall not register a caveat or other instrument in respect of this Agreement, including but not limited to an unpaid vendor's lien caveat.
- 3.2 The Purchaser may register a Purchaser's Caveat or other instrument in respect of this Agreement pertaining to the Purchaser's interest in the Property. The Purchaser agrees that this Agreement shall not be attached to the Purchaser's

Caveat. Should the Purchaser fail to perform this Agreement, the Purchaser agrees to forthwith discharge the Purchaser's Caveat.

4. Default

4.1 If the Seller shall default in any of its covenants or obligations or both under this Agreement at any time, the Purchaser may pursue any remedies available to it at law and in equity. **In addition to the foregoing, at the Purchaser's sole and absolute discretion, the Purchaser may elect to terminate this Agreement and may recover from the Seller all out-of-pocket expenses incurred in relation to such default and termination.**

4.2 If the Purchaser shall default in any of its covenants or obligations or both under this Agreement at any time, the Seller may pursue any remedies available to it at law and in equity.

4.3 This section shall survive this Agreement.

5. Representations and Warranties

5.1 The Seller hereby represents and warrants to the Purchaser that both now and as at the Closing Date:

(a) the Seller is the sole and beneficial owner of the Property having a good and marketable title thereto;

(b) where the Seller is a corporation, the Seller is a corporation duly and validly constituted under the laws of the Province of Alberta, entitled to and having requisite corporate power, right and authority, having obtained all required corporate approvals, to sell the Property and to enter and complete this Agreement;

(c) the Seller is not a non-resident of Canada as defined under the Income Tax Act, including but not limited to section 116 thereof;

(d) the Seller has the power, authority, and capacity to enter into this Agreement and to perform its obligations to carry out the transaction as contemplated herein;

(e) neither the Seller nor, to the knowledge of the Seller, any of its predecessors in title has used in the construction of any building or emitted, discharged or deposited or caused or permitted to be emitted, discharged or deposited any Hazardous Substances in, on or under the Property; and

- (f) there are not, pertaining to the Property, any:
 - (i) leases, licenses or other agreements;
 - (ii) notices from a Government Authority regarding the breach of any law, bylaw, rule, regulation, ordinance or code; or
 - (iii) claims or litigation threatened, pending or commenced with respect to the Seller or the Property.

5.2 The Seller further represents and warrants to the Purchaser that:

- (a) the Property shall remain at the risk of the Seller until the Closing Date;
- (b) the Seller shall provide and the Purchaser shall be entitled to vacant possession of the Property on the Closing Date;
- (c) on the Closing Date the Property shall be in substantially the same condition as it was on the date that the Seller signed this Agreement; and
- (d) subject to any provision in this Agreement relating to clearing of title, the Property shall on the Closing Date be free and clear of all reservations, exceptions, encumbrances, charges, liens or interest whatsoever save and except the Permitted Encumbrances and the Purchaser's Caveat, if any.

5.3 The Purchaser hereby represents and warrants to the Seller that both now and as at the Closing Date:

- (a) the Purchaser is not obligated to pay GST under the Excise Tax Act and no amount payable by the Purchaser under this Agreement is subject to GST; and
- (b) the Purchaser is in compliance with all laws and legislation applicable to a purchaser of land in the Province of Alberta.

6. Seller's Conditions

6.1 *Intentionally Deleted.*

7. Purchaser's Conditions

7.1 *Intentionally Deleted.*

8. Closing and Adjustments

8.1 The Seller shall deliver to the Purchaser vacant possession of the Property on or before the Closing Date.

8.2 Any and all Adjustment Charges that are applicable to the Property shall be adjusted and mutually agreed upon between the Seller and the Purchaser as of noon on the Closing Date. The Purchaser shall assume payment responsibility for all Adjustment Charges as of such date and time.

8.3 The Seller shall deliver to the Purchaser, allowing sufficient time prior to the Closing Date to permit submission of the transfer documents to the appropriate Land Titles Office on or before the Closing Date, the following:

(a) a duly executed and registerable Transfer of Land containing an acknowledgment that the Seller is not a non-resident of Canada for all purposes arising under the Income Tax Act, including, but not limited to section 116 thereof;

(b) evidence that all Taxes have been paid in full;

(c) a statement of adjustments; and

(d) such other documentation as may be reasonably necessary to convey the Property to the Purchaser free and clear of all encumbrances, except the Permitted Encumbrances and **the Purchaser's Caveat.**

8.4 Upon receipt of the closing documents listed in section 8.3 immediately above the Purchaser shall, on or before the Closing Date, submit the Transfer of Land to the appropriate Land Titles Office for registration.

8.5 If the Closing Date shall fall on a day that is not a Business Day, then the Closing Date shall be deemed postponed and extended to the next Business Day.

8.6 The Cash to Close shall be paid to the Seller as directed within 30 days from the date of production of a Certificate of Title to the Property in favour of the Purchaser, free and clear of all encumbrances, except for the Permitted Encumbrances and the **Purchaser's Caveat.**

9. Independent Legal Advice

- 9.1 This Agreement is intended to create binding legal obligations between the Seller and the Purchaser upon execution by both parties. The Seller acknowledges that it has obtained or has been given the opportunity to obtain independent legal advice.

Seller's Initials:

10. Notice

- 10.1 Any giving of notice required or permitted to be given under this Agreement shall be sufficiently given or made if hand delivered, emailed, faxed, sent by registered mail or delivered by a recognized courier service, receipt acknowledged, to the other party in writing at the email address, fax number or address as follows:

To the Seller:

The County of Smoky Lake No. 13
Box 310
Smoky Lake, Alberta T0A 3C0

To the Purchaser:

Alberta Infrastructure
3rd Floor, 6950 - 113th Street
Edmonton, Alberta T6H 5V7
c/o Director, Land Acquisition and Services
Phone: 780-427-3881
Fax: 780-422-5419

or such other email addresses, fax numbers or addresses as the party amending same shall designate in writing from time to time to the other party.

- 10.2 Any notice emailed, faxed, or hand delivered in entirety as aforesaid before 4:00PM, Alberta Time on any Business Day shall be deemed to be received on that day, and if emailed, faxed, or delivered after such time or on a non-Business Day shall be deemed to be received at 9:00AM Alberta Time on the next Business Day.
- 10.3 Any notice sent by fax must be evidenced by a fax confirmation time-stamped by **the sender's or the receiver's fax machine. If a fax confirmation is not made** available by the sender, notice is deemed to not have been delivered by fax.
- 10.4 Any notice sent by email must be evidenced by a delivery receipt sent to the party giving the notice by the party receiving the email. If a delivery receipt is not

provided by an email recipient, notice is deemed to not have been delivered by email.

10.5 Any notice sent by courier is deemed received on the date of delivery as **evidenced by the courier's delivery log or receipt.**

10.6 Any notice sent by registered mail is deemed received on the third Business Day after the registered mail has been deposited with the post office.

11. Confidentiality

11.1 Each party acknowledges that the provisions of this Agreement are confidential to the parties and constitute commercial and financial information that has been supplied in confidence. Accordingly the parties covenant to keep confidential the terms (but not the existence) of this Agreement, except that each may disclose same:

- (a) to their respective professional advisors;
- (b) to their respective lenders; and
- (c) as may be required by law, including without limitation the Freedom of Information and Protection of Privacy Act, the Municipal Government Act, and the Land Titles Act.

This section shall survive this Agreement.

12. General

12.1 Time shall in every respect be of the essence of this Agreement.

12.2 This Agreement may not be assigned by either party and each party covenants and agrees with the other that it shall not assign this Agreement.

12.3 All Schedules shall be incorporated into and form part of this Agreement. Headings used in this Agreement are for convenience of reference only and shall not affect the construction or interpretation of this Agreement.

12.4 The terms and conditions of this Agreement are the full and complete terms of the purchase and sale of the Property as of the date hereof and there are no collateral warranties, representations or conditions, whether implied or not, other than those contained herein. The parties hereto agree that only those amendments to this Agreement and further agreements in writing signed by the parties shall be binding on them.

- 12.5 In the event that a court of competent jurisdiction finds that any term of this Agreement is void for uncertainty or otherwise unenforceable, then that term shall be severed and the remainder of this Agreement shall survive and be of full force and effect.
- 12.6 All changes of number and gender shall be made where required.
- 12.7 This Agreement shall be governed by the laws in force in the Province of Alberta and the parties hereby irrevocably attorn to the exclusive jurisdiction of the courts of the Province of Alberta. This section shall survive this Agreement.
- 12.8 The parties hereto each acknowledge and agree that no realtor has been involved in this transaction and no sales commission or brokerage fee is payable with respect to the purchase.
- 12.9 This Agreement may be executed in any number of counterparts, with the same force and effect as if all the parties had signed the same document.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

12.10 This Agreement may be transmitted by PDF or other electronic means and such electronic copies shall be considered to be originals with all of the same force and effect. If subsequently requested, each party agrees that it shall provide the other party with original, non-electronic copies.

Executed at _____ in the Province of Alberta this ___ day of _____, 20__.

THE COUNTY OF SMOKY LAKE NO. 13

Per: _____
Signature of the duly authorized (Seal)
representative of the Seller who has
the authority to bind the Seller

Name and title of person signing above

Executed at Edmonton in the Province of Alberta this ___ day of _____, 20__.

APPROVED
As to Contents Property Agent
As to Form Documentation
As to Principle Manager
Client Department Approval on File

**HER MAJESTY THE QUEEN in right of
Alberta, as represented by the Minister
of Infrastructure**

TRACY HAYDEN, Executive Director
Properties Division

Signed by the Minister of Infrastructure of
the Province of Alberta or her duly
authorized representative and sealed with
her Seal of Office.

SCHEDULE "A"

LEGAL DESCRIPTION

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE ADJOINING
THE WEST BOUNDARY OF THE SOUTH WEST QUARTER OF
SECTION SIX (6)
TOWNSHIP FIFTY NINE (59)
RANGE FIFTEEN (15)
WEST OF THE FOURTH MERIDIAN
LYING NORTH OF THE NORTH SASKATCHEWAN RIVER AND SOUTH OF A
LINE DRAWN WESTERLY AND AT RIGHT ANGLES TO THE SAID WEST
BOUNDARY, THROUGH A POINT ON THE SAID WEST BOUNDARY, SAID
POINT BEING TWO THOUSAND THREE HUNDRED AND THIRTY THREE (2333)
FEET SOUTH OF THE NORTH WEST CORNER OF THE SAID QUARTER SECTION
EXCEPTING THEREOUT ALL MINES AND MINERALS

SCHEDULE "B"

PERMITTED ENCUMBRANCES

Registration Number	Date (D/M/Y)	Particulars
912 184 395	17/07/1991	CAVEAT RE : RIGHT OF WAY AGREEMENT CAVEATOR - APACHE CANADA LTD. 2800, 421 - 7 AVE SW CALGARY ALBERTA T2P4K9 AGENT - JIM SWETNAM (DATA UPDATED BY: TRANSFER OF CAVEAT 002122593) (DATA UPDATED BY: CHANGE OF ADDRESS 022044536) (DATA UPDATED BY: TRANSFER OF CAVEAT 072319178) (DATA UPDATED BY: CHANGE OF ADDRESS 132318973)

Jordan Ruegg

From: Jordan Ruegg
Sent: December 17, 2020 12:50 PM
To: Alison Reid
Cc: kschole@smokylakecounty.ab.ca
Subject: Assessment - Pt. SW-6-59-15-W4M (Roll # 15590622)

Good afternoon Alison,

I hope all is well with you as you wind down towards your retirement!

I was hoping that you would be able to provide us with an assessment of a piece of County-owned land (Pt. SW-6-59-15-W4M - Roll # 15590622) as we have received an offer to purchase said land by the Province. Their appraiser valued the parcel at \$705.00 but Council believes it is worth more based on their recollection of anecdotal accounts of land sales adjacent to the North Saskatchewan. The parcel in question has a wet well located on it which is used to pump water to the Smoky Lake Tree Nursery, which is located on lands owned by the Province. The appraisal did not factor in this infrastructure as the intent of the Province is to replace the existing infrastructure with a new wet well. Also of note, the County's GIS incorrectly lists the parcel area as 0.45 acres when it is in fact 0.31 acres in size.

Please let me know if you have any questions.

Thanks,



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

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

Jordan Ruegg

From: Alison Reid <alison@aag-gis.com>
Sent: December 29, 2020 5:39 PM
To: Jordan Ruegg
Subject: RE: Assessment - Pt. SW-6-59-15-W4M (Roll # 15590622)

Hey Jordan,

I thought I had replied to you but I see I didn't. Sorry.

I pulled the title on this one and I see how 0.45 acres was likely calculated.

Since the description in 2,333 feet south of the NW corner that would leave 307' x 66' width at the end. But if you have determined it to be 0.31 acres, I will use that value.

So based on that and taking into account a shape adjustment factor, I come up with a market value for 0.31 acres of \$6,800.

I hope this is helpful.

Thanks

Alison

Alison Reid
Senior Assessor
Accurate Assessment Group Ltd.

Main: 1.780.723.4000 Mobile: 1.780.728.9058
E-mail: alison@aag-gis.com Website: www.aag-gis.com

From: Jordan Ruegg [mailto:jruegg@smokylakecounty.ab.ca]
Sent: December 17, 2020 12:50 PM
To: Alison Reid <alison@aag-gis.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Assessment - Pt. SW-6-59-15-W4M (Roll # 15590622)

Good afternoon Alison,

I hope all is well with you as you wind down towards your retirement!

I was hoping that you would be able to provide us with an assessment of a piece of County-owned land (Pt. SW-6-59-15-W4M - Roll # 15590622) as we have received an offer to purchase said land by the Province. Their appraiser valued the parcel at \$705.00 but Council believes it is worth more based on their recollection of anecdotal accounts of land sales adjacent to the North Saskatchewan. The parcel in question has a wet well located on it which is used to pump water to the Smoky Lake Tree Nursery, which is located on lands owned by the Province. The appraisal did not factor in this infrastructure as the intent of the Province is to replace the existing infrastructure with a new wet well. Also of note, the County's GIS incorrectly lists the parcel area as 0.45 acres when it is in fact 0.31 acres in size.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan

Planning and Development Manager

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

c:780-650-5207

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

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

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

Jordan Ruegg

From: Peter Bubula <peter.bubula@gov.ab.ca>
Sent: February 18, 2021 1:39 PM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: RE: roll 15590622 valuation - Pt. SW-6-59-15-W4M

Hi Jordan,

We had a chance to review the attached comparables. To remain unbiased I asked one of our internal appraisers to review the attached sales.

The highest two comparables at \$20,661 and \$14,430 per acre never sold. They were marked as sold on MLS but never transferred in Land Titles. The third highest at \$10,311 is a serviced country residential property with improvements. Fourth highest at \$6,993 per acre was improved country residential. The fifth highest one never sold on MLS and no title transfer occurred so the sale cannot be confirmed.

If you exclude the properties discussed above, the remaining properties provide a range from \$1,941 per acre to \$3,713 per acre. These are fully developable properties with legal access. Our property could not be developed and has no legal access. Our appraised value was \$2,275 per acre.

I discussed this with our appraiser and we both agree that even the value at \$4,500 (\$14,516 per acre) is not justified by the comparables provided.

I have received direction from our Client Department to not proceed with this acquisition for any more than our appraised value.

Please let me know if you have any questions.

Thanks,

Peter

Classification: Protected A

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: Friday, February 12, 2021 9:59 AM
To: Peter Bubula <peter.bubula@gov.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Fwd: roll 15590622 valuation - Pt. SW-6-59-15-W4M

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good morning Peter,

Please see the attached information from the County's assessor regarding the land that the province wishes to purchase from the County.

Please let me know if you have any questions.

Thanks,

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

ᑲᑦᑲᑦᑲᑦᑲᑦᑲᑦᑲᑦ (kaskapatau sahakigan / Smoky Lake) on Treaty 6 Territory

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

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

From: Bob Daudelin <bob@aag-gis.com>
Sent: Friday, February 12, 2021 9:55:06 AM
To: Kyle Schole <kschole@smokylakecounty.ab.ca>; Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Alison Reid <alison@aag-gis.com>
Subject: roll 15590622 valuation - Pt. SW-6-59-15-W4M

Hello Kyle,

Great to talk to you today.

Subject Property raw land – estimated fair market value - \$4500

Here are recent sales of parcels that are in close proximity to the North Saskatchewan River. The list is sorted in size order and the unit cost relationship is easily recognized.

Using these sales illustrating economies of scale, I have extrapolated the value of 1 acre raw land at what I believe to be a conservative \$30,000.

Considering this parcel is only 0.31 acres, I use \$30,000 x 0.31 to arrive at \$9300 for this land as unhindered.

Although this parcel is, in fact, hindered by possible development and access restrictions, it still has the minimum potential of being a recreation based parcel. Consequently, based on experience in valuation and prior hindrance analyses of similar historical situations, a 50% reduction is warranted and applied acknowledging the hindrance arriving at an estimated fair market value of at least \$4500 for the subject property raw land only.

I trust this will assist with the proceedings.

Regards,

Bob Daudelin, AMAA
Assessment Specialist
Accurate Assessment Group Ltd.

Main: 1.780.848.7579

Mobile: 1.780.514.8783

E-mail: bob@aaq-gis.com

Website: www.aaq-gis.com

Jordan Ruegg

From: Bob Daudelin <bob@aag-gis.com>
Sent: February 18, 2021 7:33 PM
To: Kyle Schole
Cc: Jordan Ruegg
Subject: RE: roll 15590622 valuation - Pt. SW-6-59-15-W4M
Attachments: SLC river sales.pdf; titles.zip

Hello Kyle and Jordan,

Here are all the titles for these sales and I have included an instrument for one of the titles so the sale price can easily be confirmed.

I have included 2 photos of the smallest parcels sold.

I have reworked the chart and made everything clearer.

I can't make it much more clearer than this for them.

Unless you correct me, this parcel may not have developed access but it does have legal access via the road allowance to the north so I am not sure what they mean with that statement. There may even be a caveat on the west parcel allowing access but I did not check into that.

Not sure what else to do here, I have laid it all out.

Let me know how the saga ends please.

Bob Daudelin, AMAA
Assessment Specialist
Accurate Assessment Group Ltd.

Main: 1.780.848.7579 Mobile: 1.780.514.8783
E-mail: bob@aag-gis.com Website: www.aag-gis.com

From: Kyle Schole [mailto:kschole@smokylakecounty.ab.ca]
Sent: February 18, 2021 4:22 PM
To: Bob Daudelin <bob@aag-gis.com>
Cc: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: FW: roll 15590622 valuation - Pt. SW-6-59-15-W4M

Bob,

Please let us know if you have any questions – I will be hit and miss tomorrow (Friday) but Jordan is in the Office. 😊

Best Regards,



Kyle Schole
Planning, Development, & Heritage Assistant
p: 780-656-3730 or toll free 1-888-656-3730
c: 780-650-2059 / w: www.smokylakecounty.ab.ca
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

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

NOTE: In accordance with the latest Alberta COVID-19 measures, we have returned (when possible) to alternating in-office and work-from-home days. Also, the County Office is closed to the public during the noon hour, and Tuesdays/Thursday. Reach me on my cell at 780-650-2059.

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

From: Peter Bubula <peter.bubula@gov.ab.ca>
Sent: February 18, 2021 1:39 PM
To: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: RE: roll 15590622 valuation - Pt. SW-6-59-15-W4M

Hi Jordan,

We had a chance to review the attached comparables. To remain unbiased I asked one of our internal appraisers to review the attached sales.

The highest two comparables at \$20,661 and \$14,430 per acre never sold. They were marked as sold on MLS but never transferred in Land Titles. The third highest at \$10,311 is a serviced country residential property with improvements. Fourth highest at \$6,993 per acre was improved country residential. The fifth highest one never sold on MLS and no title transfer occurred so the sale cannot be confirmed.

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I discussed this with our appraiser and we both agree that even the value at \$4,500 (\$14,516 per acre) is not justified by the comparables provided.

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Please let me know if you have any questions.

Thanks,

Peter

Classification: Protected A

Using these sales illustrating economies of scale, I have extrapolated the value of 1 acre raw land at what I believe to be a conservative \$30,000.

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I trust this will assist with the proceedings.

Regards,

Bob Daudelin, AMAA
Assessment Specialist
Accurate Assessment Group Ltd.

Main: 1.780.848.7579

Mobile: 1.780.514.8783

E-mail: bob@aaq-gis.com

Website: www.aaq-gis.com

<u>Extrapolation</u>	<u>Location</u>	<u>Size (acres)</u>	<u>Sale Price</u>	<u>\$ / acre</u>	<u>Comment</u>
	Subject	0.31	\$9,300		estimated value unhindered
		1	\$30,000	\$30,000	extrapolated value of 1 acre of raw land with great proximity to NSF

<u>Actual Vacant Sales</u>								
<u>C of T</u>	<u>Short Legal</u>	<u>Status</u>	<u>Long Legal</u>	<u>acres</u>	<u>sale date</u>	<u>sale price</u>	<u>per acre</u>	<u>comments</u>
202093726	9720834;;4	vacant	RL-17-58-17-4	2.42	Apr-20	\$50,000	\$20,661	great proximity to NSR
202097990	9720834;;3	vacant	RL-17-58-17-4	3.95	May-20	\$57,000	\$14,430	great proximity to NSR
192076447	9022484;;1	vacant	RL-7-58-18-4	9.98	Apr-19	\$72,900	\$7,305	great proximity to NSR, bids no value at TOS, -\$30k adjustment for services
202154400	1923692;1;1	vacant	SW-28-58-16-4	10.01	Jul-20	\$70,000	\$6,993	great proximity to NSR
172146764	0022144;;2	vacant	RL-7-58-18-4	11.91	Jun-17	\$65,220	\$5,476	great proximity to NSR
192096123		vacant	SW-28-58-16-4	84.8	Apr-19	\$260,000	\$3,066	great proximity to NSR
202264723		vacant	NW-27-58-16-4	88.87	Nov-20	\$330,000	\$3,713	great proximity to NSR
182029501	1422795;1;1	vacant	SW-10-58-17-4	128.79	Feb-18	\$250,000	\$1,941	great proximity to NSR
192111756	Lobstic;;13	vacant	RL-13-58-18-4	184.26	May-19	\$582,500	\$3,161	great proximity to NSR
152273385	Lobstic;;13	vacant	RL-13-58-18-4	184.26	Sep-15	\$500,000	\$2,714	great proximity to NSR
192001639	Victori;;15	vacant	RL-15-58-17-4	237.5	Jan-19	\$600,000	\$2,526	great proximity to NSR

C of T 202093726; 2.42 acres



C of T 202097990; 3.95 acres



TITLE CANCELLED ON MAY 22, 2019

S
 LINC SHORT LEGAL TITLE NUMBER
 0016 952 863 LOBSTIC;;13 152 273 385

LEGAL DESCRIPTION

LOBSTICK SETTLEMENT
 RIVER LOT THIRTEEN (13)
 EXCEPTING THEREOUT THE SURVEYED ROAD CROSSING THE SAID LAND AS SHOWN ON
 A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH
 DAY OF APRIL, A.D. 1897 EXCEPTING THEREOUT: 1.11 HECTARES (2.74 ACRES)
 MORE OR LESS AS SHOWN ON ROAD PLAN 2105T
 THE LAND HERBY DESCRIBED CONTAINING 74.6 HECTARES (184.26 ACRES) MORE
 OR LESS
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 152 073 559 +2

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
152 273 385	02/09/2015	TRANSFER OF LAND	\$500,000	SEE INSTRUMENT

S		
LINC	SHORT LEGAL	TITLE NUMBER
0038 464 757	4;16;58;27;NW	202 264 723

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 16 TOWNSHIP 58
 SECTION 27
 ALL THAT PORTION OF THE NORTH WEST QUARTER
 DESCRIBED AS FOLLOWS:
 COMMENCING AT THE NORTH WEST CORNER OF THE SAID QUARTER
 SECTION; THENCE SOUTHERLY ALONG THE WEST BOUNDARY OF THE
 SAID QUARTER SECTION TO ITS INTERSECTION WITH THE LEFT
 BANK OF THE NORTH SASKATCHEWAN RIVER; THENCE EASTERLY
 ALONG THE SAID LEFT BANK TO ITS INTERSECTION WITH THE
 EAST BOUNDARY OF THE SAID QUARTER SECTION; THENCE
 NORTHERLY ALONG THE SAID EAST BOUNDARY TO THE NORTH
 BOUNDARY TO THE PLACE OF COMMENCEMENT, AS SHOWN ON A PLAN
 OF SURVEY OF THE SAID TOWNSHIP DATED 10 SEPTEMBER 1918
 THE LAND HEREBY DESCRIBED CONTAINING 37.6 HECTARES
 (93 ACRES) MORE OR LESS.

EXCEPTING THEREOUT:	HECTARES	(ACRES)	MORE OR LESS
A) PLAN 1922978 - SUBDIVISION	1.67	4.13	

EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 192 253 297 +1

REGISTRATION	DATE (DMY)	REGISTERED OWNER(S)		VALUE	CONSIDERATION
		DOCUMENT	TYPE		
202 264 723	30/11/2020	TRANSFER OF LAND		\$330,000	\$330,000

TITLE CANCELLED ON MAY 22, 2019

S

LINC	SHORT LEGAL	TITLE NUMBER
0016 952 863	LOBSTIC;;13	152 273 385

LEGAL DESCRIPTION

LOBSTICK SETTLEMENT
 RIVER LOT THIRTEEN (13)
 EXCEPTING THEREOUT THE SURVEYED ROAD CROSSING THE SAID LAND AS SHOWN ON
 A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH
 DAY OF APRIL, A.D. 1897 EXCEPTING THEREOUT: 1.11 HECTARES (2.74 ACRES)
 MORE OR LESS AS SHOWN ON ROAD PLAN 2105T
 THE LAND HERBY DESCRIBED CONTAINING 74.6 HECTARES (184.26 ACRES) MORE
 OR LESS
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 152 073 559 +2

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
152 273 385	02/09/2015	TRANSFER OF LAND	\$500,000	SEE INSTRUMENT

S		
LINC	SHORT LEGAL	TITLE NUMBER
0036 191 849	1422795;1;1	182 029 501

LEGAL DESCRIPTION
 PLAN 1422795
 BLOCK 1
 LOT 1
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 52.12 HECTARES (128.79 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
 ATS REFERENCE: 4;17;58;10;SW

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 162 173 518

REGISTRATION	DATE (DMY)	REGISTERED OWNER(S)		VALUE	CONSIDERATION
		DOCUMENT	TYPE		
182 029 501	01/02/2018	TRANSFER OF LAND		\$250,000	\$250,000

**ALBERTA GOVERNMENT SERVICES
LAND TITLES OFFICE**

IMAGE OF DOCUMENT REGISTERED AS:

192001639

ORDER NUMBER: 41060756

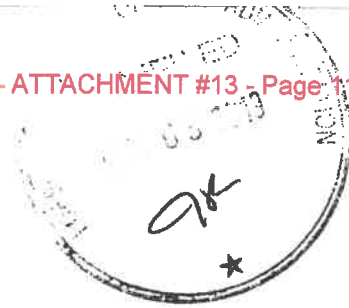
ADVISORY

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LAND TITLES ACT
Form 8, Section 68

TRANSFER



I, Roman M Wasylechko, being registered owner of an estate in fee simple subject to registered encumbrances, liens and interests, if any, in all that piece of land described as follows:

FIRSTLY: ALL THAT PORTION OF LOT FIFTEEN (15) OF THE VICTORIA SETTLEMENT WHICH LIES TO THE SOUTH OF A LINE DRAWN PARALLEL WITH AND FORTY TWO (42) CHAINS AND NINETEEN AND ONE TENTH (19.1) LINKS PERPENDICULARLY DISTANT SOUTHERLY FROM THE REAR LINE OF THE SAID LOT, AND WHICH IS NOT CONTAINED WITHIN THE LIMITS OF THE SURVEYED ROADWAY CROSSING THE SAID LOT, AS SHOWN ON A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL A.D. 1897, CONTAINING ONE HUNDRED AND SIXTY (160) ACRES, MORE OR LESS

EXCEPTING THEREOUT: A) THREE AND NINETY FOUR HUNDREDTHS (3.94) ACRES MORE OR LESS, AS SHOWN ON ROAD PLAN 3008CL

B) ONE AND FOUR HUNDREDTHS (1.04) ACRES MORE OR LESS FOR ROAD, AS SHOWN ON ROAD PLAN 3932TR

EXCEPTING THEREOUT ALL MINES AND MINERALS

SECONDLY: ALL THAT PORTION OF SAID LOT FIFTEEN (15) WHICH LIES BETWEEN A LINE DRAWN PARALLEL WITH AND FORTY TWO (42) CHAINS AND NINETEEN AND ONE TENTH (19.1) LINKS PERPENDICULARLY DISTANT FROM THE REAR LINE OF SAID LOT AND A LINE DRAWN PARALLEL WITH AND FORTY (40) CHAINS AND NINETY (90) LINKS PERPENDICULARLY DISTANT FROM THE SAID REAR LINE, CONTAINING TWO AND FIFTY FIVE HUNDREDTHS (2.55) ACRES, MORE OR LESS

EXCEPTING THEREOUT: SIX HUNDREDTHS (0.06) OF AN ACRE, MORE OR LESS, AS SHOWN ON ROAD PLAN 3008CL

EXCEPTING THEREOUT ALL MINES AND MINERALS

THIRDLY: ALL THAT PORTION OF THE SURVEYED ROAD CROSSING IN RIVER LOT FIFTEEN (15) IN THE VICTORIA SETTLEMENT AS SHOWN ON A PLAN OF SURVEY OF SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL, 1897 LYING NORTH EASTERLY OF A LINE DRAWN AT AN ANGLE OF NINETY (90) DEGREES TO THE SOUTH LIMIT OF THE ROAD AS SHOWN ON ROAD PLAN 3932TR, ESTABLISHED FROM 1R47 TO 1R9 COURSE TWO HUNDRED AND SIXTY (260) DEGREES, FORTY (40) FEET, AND FIFTY (50) INCHES AS SAID MONUMENTS AND COURSE ARE SHOWN ON SAID PLAN CONTAINING ONE AND FOUR HUNDREDTHS (1.04) ACRES, MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS ✓

-and-

PLAN VICTORIA SETTLEMENT, ALL THAT PORTION OF LOT FIFTEEN (15) WHICH LIES TO THE NORTH OF A LINE DRAWN PARALLEL WITH AND FORTY (40) CHAINS AND NINETY (90) LINKS PERPENDICULARLY DISTANT SOUTHERLY FROM THE REAR LINE OF THE SAID LOT, AS SHOWN ON A PLAN OF SURVEY OF THE EXTENSION OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL A.D. 1897, CONTAINING EIGHTY ONE (81) ACRES, MORE OR LESS EXCEPTING THEREOUT: TWO AND FIVE HUNDREDTHS (2.05) ACRES, MORE OR LESS AS SHOWN ON ROAD PLAN 3008GL ✓
EXCEPTING THEREOUT ALL MINES AND MINERALS

do hereby, in consideration of the sum of SIX HUNDRED THOUSAND (\$600,000.00) Dollars paid to me by: ✓

AFFIDAVIT RE VALUE OF LAND

CANADA) I, Len Hrehorets ✓
) of the ~~City of~~ Hamlet of Lac La Biche
 PROVINCE OF ALBERTA) in the Province of Alberta,
) MAKE OATH AND SAY:
 TO WIT:)
)
)

1. I am (one of) the transferee(s) (or agent of the transferee) named in the within or annexed transfer and I know the lands therein described.
2. I know the circumstances of the transfer and true consideration paid by me (us) (the transferee) is as follows:
 six hundred thousand dollars (\$600,000.00) by
 cash and new mortgage. ✓
3. The current value* of the land**, in my opinion is \$ 600,000.00 ✓.

*"value" means the dollar amount that the land might be expected to realize if it were sold on the open market by a willing seller to a willing buyer.

***"land" includes buildings and all other improvements affixed to the land.

SWORN before me at the Town }
 of Smoky Lake }
 in Alberta }
 this 23 day of November, 20 18. }

✓
 A Commissioner for Oaths
 in and for Alberta



Terry Prockiw
Barrister & Solicitor



AFFIDAVIT OF EXECUTION FOR WITNESS

CANADA)
PROVINCE OF ALBERTA)
TO WIT:)

I, ROLAND N. FOTTY, ✓
of the City of Fort Saskatchewan
in the Province of Alberta, Solicitor
MAKE OATH AND SAY:

1. I was personally present and did see **ROMAN M WASYLECHKO** named in the within instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein. ✓
2. That the same was executed at the City of Fort Saskatchewan, in the Province of Alberta, and that I am the subscribing witness thereto. ✓
3. That I know the said person and he is in my belief of the full age of eighteen years. ✓

SWORN before me
at the City of Fort Saskatchewan
in the Province of Alberta
this 17th day of July, 2018. }

✓
✓

A Commissioner for Oaths in and
for Alberta

MARIE FISHER
COMMISSION EXPIRES
APRIL 05, 20..19.. ✓


ROLAND N. FOTTY

DOWER AFFIDAVIT

I, ROMAN M WASYLECHKO, of the City of Manotick, in the Province of Ontario, make oath and say:

1. I am the Transferor named in the within instrument.
2. That neither myself nor my spouse have resided on the within mentioned lands at any time since our marriage.

SWORN before me
at the City of Fort Saskatchewan
in the Province of Alberta
this 17th day of July, 2018.


ROLAND N. FOTTY
Barrister & Solicitor

A Commissioner for Oaths
in and for Alberta


ROMAN M WASYLECHKO



192001639 REGISTERED 2019 01 03
TFLA - TRANSFER OF LAND
DOC 1 OF 2 DRR#: F0DFAD1 ADR/MLYSTE
LINC/S: 0017094665 +

S		
LINC	SHORT LEGAL	TITLE NUMBER
0017 094 665	VICTORI;;15	192 001 639

LEGAL DESCRIPTION

PLAN VICTORIA SETTLEMENT, ALL THAT PORTION OF LOT FIFTEEN (15) WHICH LIES TO THE NORTH OF A LINE DRAWN PARALLEL WITH AND FORTY (40) CHAINS AND NINETY (90) LINKS PERPENDICULARLY DISTANT SOUTHERLY FROM THE REAR LINE OF THE SAID LOT, AS SHOWN ON A PLAN OF SURVEY OF THE EXTENSION OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL A.D. 1897, CONTAINING EIGHTY ONE (81) ACRES, MORE OR LESS EXCEPTING THEREOUT: TWO AND FIVE HUNDREDTHS (2.05) ACRES, MORE OR LESS AS SHOWN ON ROAD PLAN 3008GL
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 782 056 251

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION

192 001 639	03/01/2019	TRANSFER OF LAND		SEE INSTRUMENT

LINC	SHORT LEGAL	TITLE NUMBER
0027 175 935	VICTORI;;15	192 001 639 +1

LEGAL DESCRIPTION

FIRSTLY: ALL THAT PORTION OF LOT FIFTEEN (15) OF THE VICTORIA SETTLEMENT WHICH LIES TO THE SOUTH OF A LINE DRAWN PARALLEL WITH AND FORTY TWO (42) CHAINS AND NINETEEN AND ONE TENTH (19.1) LINKS PERPENDICULARLY DISTANT SOUTHERLY FROM THE REAR LINE OF THE SAID LOT, AND WHICH IS NOT CONTAINED WITHIN THE LIMITS OF THE SURVEYED ROADWAY CROSSING THE SAID LOT, AS SHOWN ON A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL A.D. 1897, CONTAINING ONE HUNDRED AND SIXTY (160) ACRES, MORE OR LESS

EXCEPTING THEREOUT: A) THREE AND NINETY FOUR HUNDREDTHS (3.94) ACRES MORE OR LESS, AS SHOWN ON ROAD PLAN 3008CL

B) ONE AND FOUR HUNDREDTHS (1.04) ACRES MORE OR LESS FOR ROAD, AS SHOWN ON ROAD PLAN 3932TR

EXCEPTING THEREOUT ALL MINES AND MINERALS

SECONDLY: ALL THAT PORTION OF SAID LOT FIFTEEN (15) WHICH LIES BETWEEN A LINE DRAWN PARALLEL WITH AND FORTY TWO (42) CHAINS AND NINETEEN AND ONE TENTH (19.1) LINKS PERPENDICULARLY DISTANT FROM THE REAR LINE OF SAID LOT AND A LINE DRAWN PARALLEL WITH AND FORTY (40) CHAINS AND NINETY (90) LINKS PERPENDICULARLY DISTANT FROM THE SAID REAR LINE, CONTAINING TWO AND FIFTY FIVE HUNDREDTHS (2.55) ACRES, MORE OR LESS

EXCEPTING THEREOUT: SIX HUNDREDTHS (0.06) OF AN ACRE, MORE OR LESS, AS SHOWN ON ROAD PLAN 3008CL

EXCEPTING THEREOUT ALL MINES AND MINERALS

THIRDLY: ALL THAT PORTION OF THE SURVEYED ROAD CROSSING IN RIVER LOT FIFTEEN (15) IN THE VICTORIA SETTLEMENT AS SHOWN ON A PLAN OF SURVEY OF SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL, 1897 LYING NORTH EASTERLY OF A LINE DRAWN AT AN ANGLE OF NINETY (90) DEGREES TO THE SOUTH LIMIT OF THE ROAD AS SHOWN ON ROAD PLAN 3932TR, ESTABLISHED FROM 1R47 TO 1R9 COURSE TWO HUNDRED AND SIXTY (260) DEGREES, FORTY (40) FEET, AND FIFTY (50) INCHES AS SAID MONUMENTS AND COURSE ARE SHOWN ON SAID PLAN CONTAINING ONE AND FOUR HUNDREDTHS (1.04) ACRES, MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;17;58;15;RL
ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 972 278 177

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
192 001 639	03/01/2019	TRANSFER OF LAND		SEE INSTRUMENT

S
 LINC SHORT LEGAL TITLE NUMBER
 0015 003 361 9022484;;1 192 076 447

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 9022484
 LOT 1
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 4.04 HECTARES (9.98 ACRES) MORE OR LESS

ATS REFERENCE: 4;18;58;7;RL
 ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 162 237 561

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
192 076 447	02/04/2019	TRANSFER OF LAND	\$102,900	\$102,900

TITLE CANCELLED ON DECEMBER 17,2019

S		
LINC	SHORT LEGAL	TITLE NUMBER
0023 505 565	4;16;58;28;SW	192 096 123

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 16 TOWNSHIP 58
 SECTION 28
 ALL THAT PORTION OF THE SOUTH WEST QUARTER
 LYING NORTH AND WEST OF THE LEFT BANK OF THE SASKATCHEWAN
 RIVER, AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP
 DATED 06 JULY 1905
 CONTAINING 34.324 HECTARES (84.80 ACRES) MORE OR LESS.
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 114A170

REGISTRATION	DATE (DMY)	REGISTERED OWNER(S)		VALUE	CONSIDERATION
		DOCUMENT	TYPE		
192 096 123	30/04/2019	TRANSFER OF LAND		\$260,000	\$260,000

S		
LINC	SHORT LEGAL	TITLE NUMBER
0016 952 863	LOBSTIC;;13	192 111 756

LEGAL DESCRIPTION

LOBSTICK SETTLEMENT
 RIVER LOT THIRTEEN (13)
 EXCEPTING THEREOUT THE SURVEYED ROAD CROSSING THE SAID LAND AS SHOWN ON
 A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH
 DAY OF APRIL, A.D. 1897 EXCEPTING THEREOUT: 1.11 HECTARES (2.74 ACRES)
 MORE OR LESS AS SHOWN ON ROAD PLAN 2105T
 THE LAND HERBY DESCRIBED CONTAINING 74.6 HECTARES (184.26 ACRES) MORE
 OR LESS
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 152 273 385

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION

192 111 756	22/05/2019	TRANSFER OF LAND	\$582,500	SEE INSTRUMENT

S
 LINC SHORT LEGAL TITLE NUMBER
 0027 016 286 9720834;;4 202 093 726

LEGAL DESCRIPTION
 PLAN 9720834
 LOT 4
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 0.981 HECTARES (2.42 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
 ATS REFERENCE: 4;17;58;16;RL

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 032 392 829

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
202 093 726	30/04/2020	TRANSFER OF LAND	\$50,000	\$50,000

S
 LINC SHORT LEGAL TITLE NUMBER
 0027 016 294 9720834;;3 202 097 990

LEGAL DESCRIPTION
 PLAN 9720834
 LOT 3
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 1.6 HECTARES (3.95 ACRES) MORE OR LESS

ESTATE: FEE SIMPLE
 ATS REFERENCE: 4;17;58;16;RL

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 972 079 163 +1

REGISTRATION	DATE (DMY)	REGISTERED OWNER(S)		VALUE	CONSIDERATION
		DOCUMENT	TYPE		

202 097 990	05/05/2020	TRANSFER	OF LAND	\$57,000	\$57,000

S		
LINC	SHORT LEGAL	TITLE NUMBER
0038 519 923	1923602;1;1	202 154 400

LEGAL DESCRIPTION

DESCRIPTIVE PLAN 1923602
 BLOCK 1
 LOT 1
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AREA: 4.05 HECTARES (10.01 ACRES) MORE OR LESS

ATS REFERENCE: 4;16;58;28;SW
 ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 192 305 590

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
202 154 400	29/07/2020	TRANSFER OF LAND	\$70,000	\$70,000



Reeve's Report

For January 22, 2021 to February 18, 2021

January 22, 2021 – RMA District 5 virtual meeting viewed from Chambers: (All Council)

- Organizational Meeting held Gene Harbec was acclaimed the Chair and Tara Kuzio the Vice.
- New FCM Representative Robert Parks from Strathcona County.
- Update from New President of RMA Paul McLaughlin.
- Guest Speakers Honourable Minister Rick McIver
- Second Guest Speaker Member of Palliament for Battle River Damien C Kurek
- Agreed to waive membership fees for 2021.
- Next meeting will be in September 2021 hosted by Strathcona County.

January 27, 2021 – Pumpkin Patch Day Care: (Craig)

- Criminal Checks are now required for all Board Members and would need to be handed in no later than the end of April.
- Discussion on refunding parents due to COVID-19 Reached out to 50 directors from other daycares none are giving refunds.
- Received Money from the Province COVID relief fund to help the daycare with expenses.
- New Employee Cena Danyluk.
- 46 Children Registered currently, 42 Members, 5 Staff.
- Writing a Policy for Staff on COVID.

January 28, 2021 - Regular Council Meeting held in Chambers/Virtual: (All Council)

- Held a Public Hearing to obtain public on Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes.
- Amended Bylaw 1386-20 in consideration feedback and gave final reading to Bylaw 1386-20.
- Amended Policy Statement No: 02-11-14: Peace Officer: Annual Reporting.
- Appoint Michelle Wright as the Returning Officer for the Municipal Election following the resignation of Delores Jarema.
- Agreed to participate in 4 grant applications with regional municipalities for the following projects:
 - Regional Fire Services Study
 - Regional Recreational Services and Facilities Assessment
 - Regional Service Delivery Options Study
 - Regional Road Network Study
- Approved to applying for several grants relating to Project Titled: North Saskatchewan Canadian Heritage River System (CHRS) Nomination.
- Gave first reading to Bylaw No. 1383-20: Smoky Lake County and Lamont County Intermunicipal Development Plan.
- Authorized Administration to engage Enterprise Fleet Management Canada Inc., to take advantage of the best pricing available for adding four 2021 Public Works fleet vehicles.
- Approved to proceed with a Request for Proposal (RFP) for new financial software.

February 3, 2021 - Lamont County & Smoky Lake County ICF & IDP Virtual Meeting & Public Participation Session: (All Council)

- Reviewed Intermunicipal Collaboration Framework & Intermunicipal Development Plan and presented to the public for feedback.



Reeve's Report

For January 22, 2021 to February 18, 2021

February 4, 2021 – RMRF Annual Law Seminar Day 1 virtual from Chambers: (All Council)

- Sessions included:
 - Environmental Compliance: Tips and Traps
 - Seeing Red: How the Red Tape Reduction Implementation Act, 2020 Will Affect Regional Services Commissions
 - Employment Policies Every Municipality Should Have
 - The Importance of a Strong Foundation: Avoiding Liability with respect to Subdivision, Development and Building Permit Decisions

February 5, 2021 - RMRF Annual Law Seminar Day 2 virtual from Chambers: (All Council)

- Contract Issues & Protecting Yourself During the Downturn.
- Show Me the Money – Sources of Municipal Funding.
- Bear Pit.

February 8, 2021 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Explored possible business structures for Municipally Controlled Corporations (MCC) to mitigate liabilities and to protect public funds.

February 9, 2021 - Alberta Online Workshop Series - Culinary Tourism - Growing Agritourism Webinar:

- Explored types of partnerships, benefits of partnerships, partnership possibilities, co-creating value with different forms of capital, and elements of strong partnerships.

February 10, 2021 – Ukrainian Twinning Committee held virtually: (Craig)

- Discussed items of interest: Surplus Fire Equipment to Kosiv, Bee importing to Canada, Forestry, Liquor importing to Canada, Tourism, Ukrainian Culture, Arts and Crafts, 120 Anniversary of Ukrainian Arrival in Canada 2021, and Team Building.

February 11, 2021 – Elevate Wellness: (Craig & Lorne)

- More Physical activity Brainstorming.
- Promoting Physical Activities, Changing the way people think.
- Discussion on how to better promote our region.

February 12, 2021 - Lamont County & Smoky Lake County ICF & IDP Virtual Meeting: (Craig, Johnny, Lorne)

- Review compiled public/agency responses from the February 3, 2021 Public Engagement along with the updated IDP reflecting the feedback.
- Discussion on draft Intermunicipal Development Plan.
- Review changes to mapping.

February 12, 2021 – Senator Paula Simons: (Craig, Johnny, Lorne)

- Discussion on the North Saskatchewan, Canadian Heritage System (CHRS).
- Early Watershed Alliance leadership and the Renewed Initiative in 2021.
- Nomination of this Document.
- Management Plan/Designation moving forward in 2022.



Reeve's Report

For January 22, 2021 to February 18, 2021

February 15, 2021 – Northern Lights Library (NLLS) Executive Meeting: (Craig)

- Margaret Law Review Presentation of Organizational Review.

February 16, 2021 – County Agricultural Service Board (ASB) Meeting held in Chambers/Virtually: (All Council)

- Agreed to send a letter to the Province in support of Lakeland Agricultural Research Association (LARA) receiving provincial funding.
- Received information on new Federal regulation in respect to Beaver Removal.
- Received an update from Lakeland Agricultural Research Association (LARA).

February 16, 2021 – County Environmental Operations Meeting held in Chambers/Virtually: (All Council)

- Review the Manager's report and department's activities.
- Discussed Caltex Resources, request to purchase 150 cubic meters of water per day.

February 16, 2021 – County Fire Protective Meeting held in Chambers/Virtually: (All Council)

- Gave third reading to Bylaw No. 1392-21: Joint Operations Agreement – Fire Protection Services with Town of Smoky Lake.
- Agreed to execute a Mutual Aid Agreement with the Ministry of Agriculture & Forestry for 2021-2024.
- Approved to provide Waskatenau an additional \$785.00 towards their firehall addition.
- Approved to enter into an agreement with Vercomm Wireless for Public Works Radio Communication.

February 16, 2021 – County Natural Gas Meeting held in Chambers/Virtually: (All Council)

- Review the Manager's report and department's activities.
- Adopted the Federation of Alberta Gas Co-ops Ltd. O&M Manual.
- Agreed to execute the Quality Management Plan (QMP) – Smoky Lake County Gas Utility.

February 17, 2021 - 2021 RMA President's Summit on the establishment of a Provincial Police service

- In May 2020, Alberta's Fair Deal Panel (FDP) released a final report comprised of 25 recommendations "for actions that Alberta can take to get fair treatment within Confederation." One of the recommendations from the report was to "Create an Alberta Police Service to replace the RCMP." RMA Focus regarding this is that:
 - Municipalities should not face increased costs to support the shift to a provincial police service.
 - A provincial police service should provide the same or an increased level of service to what is currently provided by the RCMP.
 - A provincial police service should provide the same or an increased level of municipal and community input into police to what is currently provided by the RCMP.

February 18, 2021 – BrownLee LLP Emerging Trends in Municipal Law 2021: (All Council)

- Drafting and Implementing Development Agreements in Challenging Times.
- Municipal Management of Water Courses and Drainage.
- New Law and the Best Practices to Manage the Line Between Municipal and Private Utilities.
- COVID Liability for Occupiers: What you need to know.
- Tax Incentives: Giving a Little (or a lot) to Grow the Tax Base.
- Case Law and Legislative Update.

Sincerely,
Craig Lukinuk, Smoky Lake County Reeve



5.1.5.a

17
GOALS

3%
GOAL COMPLETION

DOUG PONICH

Goal	Progress Update	Current Completion
Public Works Manager Work Plan		2% 98% behind
→ Public Works Department Daily/Weekly/Monthly Plan: 100%		5% 5 / 100% 95% behind
→ Maintenance (PW Manager): 100%	<p>Doug Ponich: Achievements: Grader snow removal: Jan. 20, 27 - 30, Feb. 1, 4, 5, 6, 12, 13, 16, 17</p> <p>Plow truck snow removal on oil-base and asphalt roads. Jan. 21, 25, 26, 28, 29, Feb. 2, 4, 5, 12, 17, 18</p> <p>Small plow truck snow removal:</p> <ul style="list-style-type: none"> - Mons Lake & Sandy Lane. Jan. 23, 28, Feb. 5, 17 Div. 4 - Bonnie Lake. Jan. 23, 28, Feb. 4, 17 Div. 1 - Parkview. Jan. 23, 29, Feb. 18 Div. 1 - Birchland. Jan. 24, 29, Feb. 18 Div. 1 - Sunrise. Jan. 24, 29, Feb. 18 Div. 1 - Hillside. Jan. 24, 29, 30, Feb. 4, 18 Div. 1 <p>Skidsteer snow removal:</p> <ul style="list-style-type: none"> - Waskatenau Landfill. Jan. 21 Div. 5 - Gas taps. Jan. 22 - Main Office. Jan. 25, 28, Feb. 3 - County shop yard. Jan. 25, 27, 28, 29, Feb. 3, 16 - Vilna Landfill. Feb. 1, 4 Div. 1 	50% 50 / 100% 50% behind

- Bonnie Lake Transfer Site. Feb. 1, 2 Div. 1

- Hamlin Transfer Site. Feb. 2 Div. 2

- Spedden Landfill. Feb. 3 Div. 1

Tractor snow removal:

- Bogdan Pit enclosed storage area and road to Dyno. building. Jan. 22 Div. 3

- Russo Ukrainian Orthodox cemetery yard at TWP 594, west of HWY 855. Jan. 27 Div. 4

- "Flag" Driveways. Jan. 27, 28, 29, Feb. 12, 13, 16

- Hamlets. Jan. 28, Feb. 3, 4

- Smoky Lake waterfill. Jan. 29 Div. 3

- Hanmore Lake east and west campsite areas. Feb. 3 Div. 4 & 5

- Paraskevia Church yard at Intersection of TWP 610 & RR 174. Feb. 16 Div. 4

- Smoky Lake Golf Course Entrance. Feb. 16 Div. 4

- Highway 855 Camp Kitchen Site. Feb. 16 Div. 3

Five 2-men crews out removing trees from county road-ways
after strong winds on Tuesday, Jan. 19. Jan. 20

Three 2-man crews out on fallen trees. Jan. 21, 22, 25

Brushing:

- TWP 590A, west of RR 155. Jan. 26 Div. 3

- Victoria Trail, east of HWY 855. Jan. 28, 29, Feb 1 Div. 3

- Intersection of RR 122 & TWP 592. Feb. 2 Div. 1

- Intersection of RR 124 & TWP 600. Feb. 2 Div. 1

- Intersection of RR 130 & TWP 600. Feb. 2 Div. 1

- Intersection of RR 133 & TWP 594. Feb. 2 Div. 1

- RR 125, north of TWP 602. Feb. 3, 17 Div. 1

Brushing entries into Muni - Site. Jan. 25, 26, Feb. 2, 4, 5

Muni-site culvert entries. Feb. 11

Natural Spring ice inspections Feb. 1, 17

Clearing ice and steaming culverts at natural spring areas:

- 17028 - TWP 584. Jan. 21, Feb. 1 Div. 3
- TWP 595A, east of RR 172. Jan. 21 Div. 4
- Smoky Lake Landfill entrance. Jan. 21, Feb. 2 Div. 4
- Lots 204 & 206 Mons Lake. Jan. 21, Feb. 2 Div. 4
- RR 164, 400 m. north of TWP 602. Jan. 21, Feb. 2 Div. 4
- RR 165, south of TWP 602. Jan. 25 Div. 4
- RR 170, north of TWP 600. Jan. 25 Div. 4
- TWP 602, east of HWY 855. Jan. 25 Div. 4

Open beaver dam creating back-up of water over RR 175, south of TWP 612. Feb. 2 Div. 4

Hydro axing:

- TWP 592, east of RR 143. Jan. 21, 22, 25, 26 Div. 2
- Rr 143, south of TWP 584. Jan. 27, Feb. 3, 16, 17 Div. 2

Haul snow from County Shop yard to Smoky Lake Stampede grounds. Jan. 26

Sign inventory. Jan. 22

Replace, repair or straighten signs:

- Repair 50 Ave.; 51 St at Warspite. Jan. 26 Div. 3
- Repair checker board sign at RR 183 & TWP 600. Jan. 26 Div. 5
- Repair yield sign at RR 174A & TWP 600. Jan. 26 Div. 5
- Replace faded stop sign at RR 170 & TWP 610. Jan. 26 Div. 4
- Replace faded stop sign at RR 170 & TWP 602. Jan. 26 Div. 4
- Repair stop sign at RR 163 & TWP 604. Jan. 26 Div. 4
- Straighten bridge marker at BF7798; RR 174, north of TWP 594. Jan. 27 Div. 4
- Straighten yield sign at TWP 600 & RR 174A. Jan. 27 Div. 5
- Repair stop sign at TWP 610 & RR 174. Jan. 27 Div. 4
- Straighten stop sign at TWP 612 & RR 174. Jan. 27 Div. 4
- Straighten curve sign at RR 165 south of TWP 612. Jan. 27 Div. 4
- Repair checker board sign at TWP 590 & RR 192. Feb. 12 Div. 5

- Repair checker board sign at RR 124 & TWP 600. Feb. 17 Div. 1

Tree and leaner removal:

- TWP 584A, RR 170 - 165. Jan. 25 Div. 3
- TWP 582, west of RR 175. Jan. 25 Div. 3
- RR 181A, south of TWP 582A. Jan. 25 Div. 3
- RR 180, south of TWP 592. Jan. 26 Div. 3
- TWP 602, HWY 855 - RR 170. Jan. 26 Div. 4
- RR 170, north of TWP 602. Jan. 26 Div. 4
- RR 154, north of TWP 600. Jan. 26 Div. 4
- RR 153, north of TWP 600. Jan. 26 Div. 4
- TWP 582, west of RR 135. Jan. 26 Div. 2
- RR 143, south of TWP 582. Jan. 26 Div. 2
- TWP 604, west of RR 155. Jan. 27 Div. 4
- RR 163, north of TWP 602. Jan. 27 Div. 4
- Bellis Beach. Jan. 27 Div. 2
- RR 180, south of TWP 592. Jan. 27 Div. 3
- TWP 592, RR 175 - 180. Jan. 27 Div. 3
- RR 142, south of TWP 590. Jan. 28 Div. 2
- RR 133, north of HWY 652. Jan. 28 Div. 2
- Victoria Trail, east of HWY 855. Jan. 28 Div. 3
- RR 131, north of HWY 28. Feb. 2 Div. 1
- RR 125, north of HWY 28. Feb. 2 Div. 1
- RR 140, south of TWP 602. Feb. 2 Div. 1
- RR 152, south of Kaduk Lake. Feb. 2 Div. 4
- RR 125, TWP 602 - 604. Feb. 3 Div. 1
- TWP 584A, east of RR 170. Feb. 16 Div. 3
- RR 162A, south of TWP 590. Feb, 16 Div. 3
- RR 150, south of HWY 28. Feb. 16 Div. 2
- TWP 590, east of HWY 857. Feb. 16 Div. 2

Leaner crews picking up and hauling bucked-up wood left from wind storm clean-up. Jan. 28, 29, Feb. 1

Public Works operators and all other outdoor staff remained at home from February 8 to February 11 due to

cold, adverse working conditions as per Policy. A total of 576 man hours with no work being performed.

Haul skidsteer to Edmonton for repair. Feb. 16

Pick up gravel box in Westlock for unit #170; tandem gravel truck. Feb.16

BF09915 is shut down to all traffic as of February 14. Located on RR 164, north of HWY 28, this bridge was inspected by Associated Engineering and it was noted the piles punched through the bottom of the cap making it unsafe for travel. This section of road has barricades set up and will be shut down until repairs can be completed.

Challenges: *No value*

Next Steps: *No value*

2021/01/25

Doug Ponich:

Achievements: No update.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Doug Ponich:

Achievements: No update.

Challenges: *No value*

Next Steps: *No value*

2021/01/25

→ Gravel (PW Manager): 100%

→ Dust Control (PW Manager): 100%

0%
0 / 100%
100% behind

0%
0 / 100%
100% behind

→ Administrative (PW Manager): 100%

Doug Ponich:

Achievements: Safety Meeting. Jan. 21

County Council Meeting. Jan. 28

Wetland Mitigation Meeting. (County flooding issues) Feb. 16

Challenges: *No value*

Next Steps: *No value*

2021/01/25

0%
0 / 100%
100% behind

→ Training (PW Manager): 100%

Doug Ponich:

Achievements: Muni-site training on culvert entries; Dwight and Carole

Challenges: *No value*

Next Steps: *No value*

2021/02/16

0%
0 / 100%
100% behind

→ Council Member Inquiry (PW Manager): 100%

0%
0 / 100%
100% behind

→ Roads (PW Manager): 100%

Doug Ponich:

Achievements: Road Evaluation computer entries. Jan. 29, Feb. 1

C2112 - TWP 583A, RR 131 - 130

- Complete Atco notifications for pole moves. Jan. 28 Div. 2

C2113 - TWP 592, RR 172 - 171

- Complete Atco notifications for pole moves. Jan. 28 Div. 3

Challenges: *No value*

Next Steps: *No value*

2021/02/02

0%
0 / 100%
100% behind

→ Administrative (PW Manager): 100%

0%
0 / 100%
13% behind

→ Council Member Inquiry (PW Manager): 100%

0%
0 / 100%
13% behind

→ Dust Control (PW Manager): 100%

0%
0 / 100%
13% behind

→ Gravel (PW Manager): 100%

0%
0 / 100%
13% behind

→ Maintenance (PW Manager): 100%

0%
0 / 100%
13% behind

→ Roads (PW Manager): 100%

→ Training (PW Manager): 100%

Expand Public Works Yard as part of the 2018-2020 Strategic Priorities: 100%

Doug Ponich:

Achievements: Smoky Lake County received positive news on January 6 regarding the purchase of land adjacent to the Public Works yard; see attached email. Probate has been granted and Mr. Dubetz is awaiting paper work to be finalized at which time we can get into sale discussions.

Challenges: *No value*

Next Steps: *No value*

2021/01/18

0%
0 / 100%
13% behind

0%
0 / 100%
13% behind

0%
0 / 100%
100% behind

5.1.5.a.ii

Council Requests							
FOR YEAR 2021							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
1	January 4 th	4	Public Works	Repair grader gouges	RR160 north of Hwy 28	Will be inspected in the afternoon	January 4 th
2	January 4 th	1	Public Works	Road damage from ratepayer	RR 124	Talk to ratepayer tomorrow and discuss payment for damage	January 4 th
3	January 14 th	5	Public Works	Drifts on road	RR 183 north of Hwy 28	Snow plows are graders are out- will get there as soon as possible	January 14 th
4	February 14 th	4	Public Works	Snow removal at Paraskevia Church	Twp 610 RR 174	Will be done week of Feb.16 th	
5							
6							
7							
8							
9							
10							
11							
12							

Not completed

Updated February 17, 2021

Completed

Feb 18/2021

- water going on 175 S of 612 went with boys and found beaver dam in creek channel and were able to open small hole in dam that was frozen. Will keep monitoring but what we did seems to have relieved pressure and stopped water from going on road
- worked on 6 Haul Road Agreements with Crosswell for the Year 2021 and finalized Tonnes and Payments for 2020.
- Working on Haul Road Agreement with CHH Group Inc. for the year 2021 and finalizing tonnes and payments for 2020
- Checking of Roads and Driveways. Cleaning of cemeteries for funerals.
- Working on Road Use Agreement with Audrey Frenchuk for Temporary Closure of Rte Rd 172 S of 600 till March 31/21 (Allow gates and lock to be put up.)

 Bob



PUBLIC WORKS PLAN (PW) GOVERNANCE

5.1.5.c

Goal	Progress Update	Current Completi...
<p>Equipment (PW Shop Foreman): 100%</p>	<p>David Kully: Achievements: 1. 211 - Trencher has been sent into machine shop for machining of front blade pivot. Jan 21 - Feb 18. 2. 601 - Received all parts from machine shop and completed reassembling dozer. Repair Espar engine heater. Jan 21 - Feb 16. 3. 240 - Replace tracks and perform 500 hr service on unit. Jan 21 - 22. 4. 181 - CVIP. Replace one wheel seal, service air filter and lubricator. Jan 21 - 22. 5. 508A - Regular service and replace moldboard blades. Jan 25. 6. 196 - CVIP. Loosen s-cams, replace brake shoes and brake drums, service air filter and lubricator. Jan 26 - Feb 1. 7. 137 - Replace trailer plug. Feb 1. 8. 508 - Change moldboard blades. Feb 1. 9. 455 - Regular service, change fuel filters, replace fuel injectors, replace block heater, replace fuel pressure regulator and fuel pressure relief. Feb 2- 8. 10. 189 - CVIP. repair lights, replace sliders for tarp, service air filter and lubricator. Feb 4 - 9. 11. 511 - Change flat tire. Feb 5. 12. 505 - Repair hydraulic oil leak. Check into issues of park brake coming on at low idle. Replace park brake solenoid, no change. Check pressures on transmission pump and found pressure low at idle. Ordered new pump but it is located in Belgium. Possibly 2 weeks delivery. Feb 12 - 18. 13. 525 - Tighten coolant hoses on DEF doser. Feb 12. 14. 507 - Pump up low tire. Feb 12. 15. 455 - Repair fuel leak. Feb 13. 16. 639 Replace hydraulic hose to lift cylinder. Feb 13. 17. 509 - Top up hydraulic oil. Feb 13. 18. 604G - Sent machine into Finning in Edmonton for warranty repairs to replace head gasket. Feb 16 - 18. 19. 471 - Repair wiring to seat compressor and repair arm rest. Feb 17. 20. 507 - Tighten nut on wing pivot bolt and install cotter pin. Feb 17. 21. 511 - Tighten nut on wing pivot bolt and install cotter pin. Feb 18.</p> <p>Challenges: Waiting for the hydraulic pump puts us one grader less until the pump arrives.</p> <p>Next Steps: <i>No value</i> 2021/02/18</p>	<p>0% 0 / 100% 100% behind</p>

David Kully:

Achievements:

1. 195 - Replace joystick for blade controls. Jan 22.
2. 109 - Scan vehicle for transmission codes. Top up transmission oil. Jan 22.
3. 102 - Check out parasitic draw on battery, found trailer brake relay stuck on and drawing battery down. Disconnect trailer brake relay and module. Jan 25 - 26.
4. 195 - Replace woodruff key in pto shaft and secure with new set screw. Jan 26
5. 190 - Replace plow lights with LED lights and repair wires. Jan 27.
6. 195 - Replace plow lights with LED lights and repair wires. Jan 28.
7. 202 - Regular service. Jan 27.
8. 239 - Regular service. Jan 27.
9. 119 - Regular service, replace rear rotors, calipers, caliper mounts and brake pads. Replace pinion seal on front differential. Jan 28 - Feb 1.
10. 239 - Replace right front CV shaft. Feb 1.
11. 195 - Replace oil cooler assembly and replace seals and gaskets for thermostat and water pump connections. Feb 2 - 4.
12. 205 - Regular service. Feb 2.
13. 106A - Regular service, clean up sliders on front brake calipers so brakes would release properly. Feb 3 - 4.
14. 190 - Remove front blade from truck and drive truck to shop. Replace pto assembly and replace hydraulic lines from control valve to main conveyor orbit motor. Feb 4 - 8.
15. 202 - Remove rocks from rear brakes, replace rear calipers and mounting brackets. Feb 4.
16. 435 - Remove sprayer assembly and components from truck. Remove front bumper and install mounts for plow, reinstall front bumper. Install plow assembly and hook up plow lights and blade controls. Replace beacon lights with LED beacons, replace tires. Feb 5 - 18.
17. 195 - Replace turbo oil pressure line. Feb 5.
18. 195 - Replace batteries. Feb 8.
19. 204 - Remove service body off truck. Feb 9.
20. 112 - Thaw out frozen air system. Feb 9.
21. 203 - Repair ABS wire. Feb 10.
22. 101A - Replace block heater assembly and cord. Feb 10.
23. 199A - CVIP. repair lights, service air dryer. Feb 10 -12.
24. **112 - Check out reason why engine stopped, connect laptop but could not connect to ECM. Bin forks are stuck half way up and we are not able to tilt cab to gain access to ECM. Will have to pull truck to shop. Hopefully be able to bring truck in tomorrow. Feb 12 - 18.**
25. 724 - Replace engine oil dipstick tube and dipstick. Regular service. Feb 16 - 17.
26. 197 - CVIP. Replace one brake pot, replace cord end for block and oil pan heater, replace fuel tank insulating straps, replace steering box input seal, and service air dryer. Feb 17 - 18.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Protective Services Maintenance/Repair (PW Shop Foreman): 100%

David Kully:

Achievements:

1. There were no repairs during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Contract Work (PW Shop Foreman): 100%

David Kully:

Achievements:

1. There were no repairs during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Administrative (PW Shop Foreman): 100%

David Kully:

Achievements:

1. Review invoices, oil samples, purchase orders, and vehicle and equipment checklists.
2. Attend managers meetings.
3. Attend Utilities meeting to discuss tractors. Feb 16.
4. Attend Joint Health and Safety meeting. Feb 18.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Training (PW Shop Foreman): 100%

David Kully:

Achievements:

1. Apprentice will be returning to work from technical school on Mar 1.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

Council Member Inquiry (PW Shop Foreman): 100%

David Kully:

Achievements:

1. No council inquiries during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

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0 / 100%
100% behind

0%
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100% behind

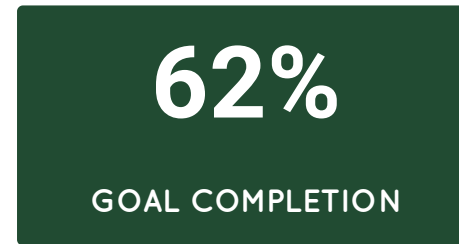
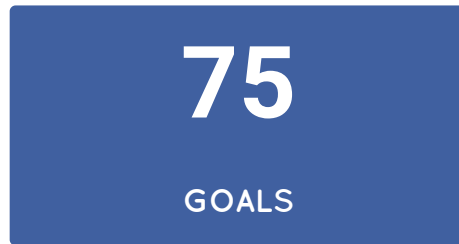
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JORDAN RUEGG BEHIND

Goal	Progress Update	Current Completion	Start Date	Due Date
Planning and Development Manager Work Plan: 100%	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager is currently preparing the Department's Work Plan which will be brought to the Departmental Meeting on March 4, 2021 for consideration.</p> <p>2021/02/18</p>	<p>13%</p> <p>13.33 / 100%</p> <p>40% behind</p>	2021/01/01	2021/04/01
Warspite Ironhorse Trail RV Parkas part of the 2018-2020 Strategic Priorities: 100%	<p>NEW Jordan Ruegg:</p> <p>Achievements: No action was taken during this period. Administration was instructed to hold an Open House on a potential RV park to be located in Warspite but this process has been put on hold due to the ongoing COVID-19 pandemic. Council had wished to hold the Open House in person to provide ratepayers with an opportunity to provide their input in person but this has not been possible due to the pandemic. Once large in-person gatherings are permitted again, an Open House will be scheduled.</p> <p>2021/02/18</p>	<p>0%</p> <p>0 / 100%</p> <p>78% behind</p>	2017/12/31	2021/12/31

<p>(P&D) Attend Joint Health & Safety Meetings: 12 Meeting(s)</p>	<p>NEW Jordan Ruegg: Achievements: The Planning and Development Manager and Planning and Development Assistant attended the Joint Health and Safety Committee meeting on February 18, 2021. <i>2021/02/18</i></p>	<p>25% 3 / 12 Meeting(s) 8 Meeting(s) behind</p>	2021/01/01	2021/12/31
<p>(P&D) Prepare a Draft 5 Year Function Budget</p>	<p>NEW Jordan Ruegg: Achievements: No action was taken during this reporting period. <i>2021/02/18</i></p>	<p>0% 18% behind</p>	2021/01/01	2021/10/01
<p>(P&D) Prepare Annual Budget</p>	<p>NEW Jordan Ruegg: Achievements: No action was taken during this reporting period. <i>2021/02/18</i></p>	<p>0% 18% behind</p>	2021/01/01	2021/10/01

COMPLETE

Goal	Progress Update	Current Completion	Start Date	Due Date
<p>Inter-municipal Collaborative Frameworks with the Counties of St. Paul, Lac La Biche & Two Hills as part of the 2018-2020 Strategic Priorities: 100%</p>		<p>100% 100 / 100% -</p>	2017/12/31	2020/12/30
<p>Inter-municipal Collaborative Framework with the Town of Smoky Lake as part of the 2018-2020 Strategic Priorities: 100%</p>		<p>100% 100 / 100% -</p>	2017/12/31	2020/12/30
<p>Inter-municipal Collaborative Framework with the Village of Vilna part of the 2018-2020 Strategic Priorities: 100%</p>		<p>100% 100 / 100% -</p>	2017/12/31	2020/12/30
<p>Inter-municipal Collaborative Framework with the Village of Waskatenau part of the 2018-2020 Strategic Priorities: 100%</p>		<p>100% 100 / 100% -</p>	2017/12/31	2020/12/30
<p>Land Use Bylaw Amendments - Recreational Vehicles</p>		<p>100% -</p>	2021/01/01	2022/01/01
<p>Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)</p>		<p>100% -</p>	2020/10/22	2020/12/31
<p>Bylaw No. 1380-20: Road Closure – Undeveloped Road Allowance; East Side of River Lot 10 (Victoria Settlement)</p>		<p>100% -</p>	2020/10/22	2020/12/31
<p>Canadian Heritage River System (CHRS)</p>		<p>100% -</p>	2020/12/02	2020/12/31
<p>International Dark-Sky Association (IDA)</p>		<p>100% -</p>	2020/10/29	2020/12/31

Alberta Wetlands Replacement Program Memorandum of Understanding (MOU)	100% -	2020/10/29	2020/12/31
Policy Statement No. 61-11-01: Planning and Development Fees	100% -	2020/10/29	2020/12/31
Land Use Bylaw No. 1272-14 Amendment – RVs & Campsites	100% -	2020/10/29	2020/12/31
Land Use Bylaw No. 1272-14 Amendment – Shipping Containers	100% -	2020/10/29	2020/12/31
Land Use Bylaw No. 1272-14 Amendment – Tiny Homes	100% -	2020/10/29	2020/12/31
Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas	100% -	2020/10/29	2020/12/31
Bylaw No. 1385-20: Designation of Ferry Crossing as a Municipal Historic Area	100% -	2020/12/10	2021/12/31
Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation	100% -	2020/12/10	2021/12/31
Bylaw No. 1386-20: Land Use Bylaw 1272-14 Amendment for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes	100% -	2020/12/10	2021/12/31
Bylaw No. 1387-20: Planning and Development Fees	100% -	2020/12/10	2021/12/31
Policy Statement No. 61-05-05: Planning and Development Fees	100% -	2020/12/10	2021/12/31
Lamont County Intermunicipal Development Plan (IDP) Proposed Bylaw No. 1383-20	100% -	2020/12/10	2021/12/31
Lamont County - Intermunicipal Collaboration Committee (ICC) Meeting	100% -	2020/12/10	2021/12/31
Steven Leluik, Landowner - Waterfront Access Proposal	100% -	2020/12/10	2021/12/31
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.31 acres)	100% -	2020/12/10	2021/12/31
Watershed Resiliency and Restoration Program	100% -	2020/12/10	2021/12/31
Wetland Replacement Program Memorandum of Understanding	100% -	2020/12/10	2021/12/31
Intermunicipal Collaboration Committee (ICC) Meeting with Lamont County	100% -	2020/12/10	2021/12/31
Alberta Environment and Parks	100% -	2020/12/10	2021/12/31
Alberta Development Officers Association (ADOA)	100% -	2020/12/10	2021/12/31
Victoria District Economic Development Strategy: Business Plan	100% -	2020/11/26	2021/12/31

Victoria District Economic Development Strategy: Municipally Controlled Corporation (MCC)		100% -	2020/12/16	2021/12/31
Nuisance and Unsightly Properties		100% -	2020/12/11	2021/12/31
Heritage Board Volunteer Recognition Certificates	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Assistant prepared the Volunteer Appreciation Certificates and mailed them to the recipients on January 29, 2021, including both current and former members of the Smoky Lake County Regional Heritage Board.</p> <p>2021/02/18</p> <p>NEW Patti Priest:</p> <p>Achievements: Municipal File: Behind Bylaw No. 1236-11</p> <p>2021/02/17</p>	100% -	2021/01/28	2021/12/31
Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes	<p>NEW Patti Priest:</p> <p>Achievements: Bylaw No. 1386-20 has been executed in duplicate and filed in the Bylaw binder.</p> <p>2021/02/17</p>	100% -	2021/01/28	2021/12/31
Discharge of Caveat – NW-4-59-15-W4M	<p>NEW Patti Priest:</p> <p>Achievements: The land owner was notified of Council's decision to discharge the caveat on February 2, 2021 by an email from the Planning and Development Assistant. The discharge DRR was sent to land tiles on February 2, 2021.</p> <p>2021/02/17</p>	100% -	2021/01/28	2021/12/31
Danny and Kathy Bittner - Landowners	<p>NEW Jordan Ruegg:</p> <p>2021_02_18_Letter_to_Daniel_Bittner_Re_Clearing_of_Road_Allowance.pdf</p> <p>Achievements: The Planning and Development Manager sent a letter to Mr. Bittner, dated February 18, 2021, informing Mr. Bittner of Council's decision to allow him to clear a 5.0 metre wide portion of the undeveloped road allowance adjacent to his lands, legally described as NE-31-60-15-W4M.</p> <p>2021/02/18</p>	100% -	2021/01/28	2021/12/31

ON TRACK

Goal	Progress Update	Current Completion	Start Date	Due Date
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Inter-municipal Collaborative Framework with the Counties of Lamont and Thorhild as part of the 2018-2020 Strategic Priorities: 100%

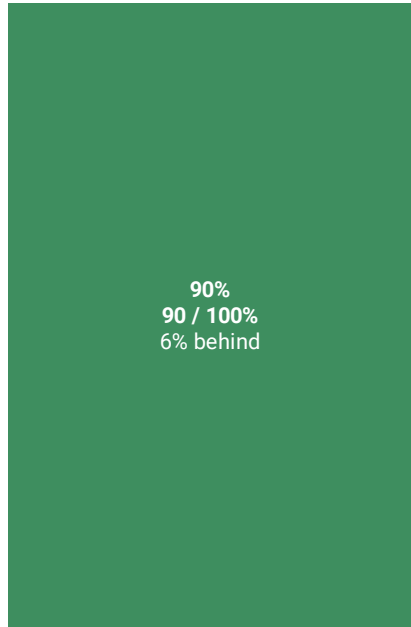
NEW Jordan Ruegg:

Achievements: Lamont County
Bylaw 1388-20: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework will be considered at the February 25, 2021, Smoky Lake County Council meeting.

Thorhild County

The Public Works Departments of Smoky Lake County and Thorhild County have been working on a road maintenance agreement which will be reviewed by legal counsel prior to the ICF being adopted. The ICF must be adopted by both parties prior to the March 31, 2021 deadline.

2021/02/18



2017/12/31

2021/04/01

Road Closures: 100%

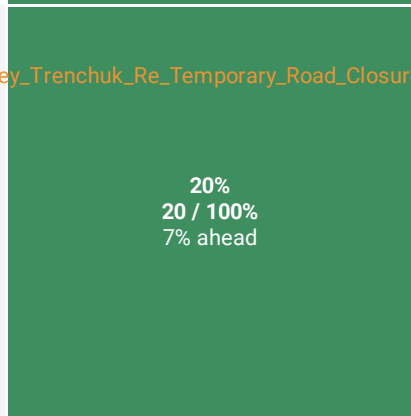
NEW Jordan Ruegg:



[2021_02_18_Letter_to_William___Audrey_Trenchuk_Re_Temporary_Road_Closure.pdf](#)

Achievements: The Planning and Development Manager sent a letter, dated February 18, 2021, to Audrey and William Trenchuk, informing them of Council's decision to allow for the temporary closure of RGE RD 172, south of TWP RD 600, until March 31, 2021. The County's Road Foreman will work with the Trenchuk's to facilitate the closure.

2021/02/18



2021/01/01

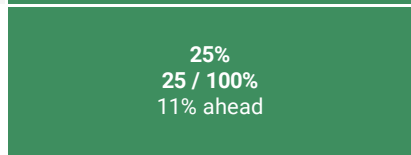
2021/12/31

Land Use Planning/Development: 100%

NEW Jordan Ruegg:

Achievements: No action was taken during this reporting period.

2021/02/18



2021/01/01

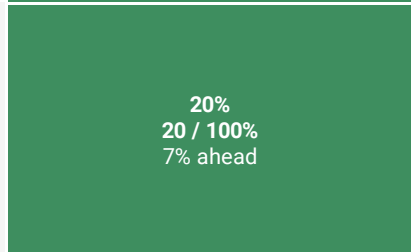
2021/12/01

GIS Activity (P&D): 100%

NEW Jordan Ruegg:

Achievements: The Planning and Development Department has continued to work with the GIS technician to develop maps identifying lots at lake subdivisions for emergency response purposes.

2021/02/18



2021/01/01

2021/12/31

<p>Heritage: Management: 100%</p>	<p>NEW Jordan Ruegg: Achievements: An ICC Committee meeting has been scheduled for February 22, 2021, to discuss the proposed regionalization of the Heritage Board. <i>2021/02/18</i></p>	<p>25% 25 / 100% 5% ahead</p>	<p>2017/12/31</p>	<p>2033/12/31</p>
<p>Subdivision Development Appeal Board Updates: 100%</p>	<p>NEW Jordan Ruegg: Achievements: The appeal of Subdivision File 20-R-209, was heard by the Municipal Government Board on February 4, 2021. A Decision from the Board has not yet been received. There were no additional appeals filed or heard during this reporting period. <i>2021/02/18</i></p>	<p>20% 20 / 100% 7% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Training Activity: 100%</p>	<p>NEW Jordan Ruegg: Achievements: The Planning and Development Manager attended the RMRF Law Seminar on February 4-5, 2021, and the Brownlee LLP Law Seminar on February 18, 2021. Topics relevant to planning and development included use of reserve lands and development agreements. <i>2021/02/18</i></p>	<p>50% 50 / 100% 37% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Council Member Inquiry (P&D): 100%</p>	<p>NEW Jordan Ruegg: Achievements: No action was taken during this reporting period <i>2021/02/18</i></p>	<p>20% 20 / 100% 7% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>

<p>Sales of Municipally-Owned Land: 100%</p>	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager sent a letter to Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure, dated January 29, 2021, informing him of Smoky Lake County's counter-offer of \$6,800.00 (GST exempt). Mr. Bubula responded by email on January 29, 2021, requesting additional information related to recent sales of land in the vicinity of said property. The Planning and Development Manager contacted the County's assessor to obtain said sales information and provided it to Mr. Bubula on February 12, 2021. Mr. Bubula has not responded to the information as the date of this update.</p> <p><i>2021/02/18</i></p>	<p>30% 30 / 100% 17% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities: 100%</p>	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department has been working with senior administration and the County's legal counsel to review documents related to the structure of a potential municipally-controlled corporation that will guide the implementation of the Victoria District Economic Development Strategy.</p> <p><i>2021/02/18</i></p>	<p>50% 50 / 100% 37% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.: 100%</p>	<p>NEW Jordan Ruegg:</p> <p>Achievements: Bylaw 1386-20 was adopted by Council on January 28, 201, establishing new provisions for shipping containers, tiny dwellings and campgrounds/RV campgrounds.</p> <p><i>2021/02/18</i></p>	<p>45% 45 / 100% 31% ahead</p>	<p>2021/01/01</p>	<p>2021/12/01</p>

<p>Nuisance Ground StudyNote: Strategic Priorities Chart Feb 6, 2017: 100%</p>	<p>NEW Jordan Ruegg: Achievements: Reclamation work has commenced on site and will be completed during the spring of 2021. Following completion of reclamation activities, the P&D Manager will be working with Action Land & Environmental Ltd. to apply for a reduction of the 300 metre development setback from Alberta Environment and Parks. <i>2021/02/18</i></p>	<p>85% 85 / 100% 58% ahead</p>	<p>2021/01/01</p>	<p>2021/07/01</p>
<p>Industrial Park: 100%</p>	<p>NEW Jordan Ruegg: Achievements: The Planning and Development Department continues to work with the Economic Development Officer to identify potential opportunities to attract industrial development. <i>2021/02/18</i></p>	<p>15% 15 / 100% 2% ahead</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Field Work/Research</p>		<p>0% -</p>	<p>2020/01/01</p>	<p>2021/12/31</p>
<p>Manager's Meetings</p>		<p>0% -</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Heritage Resources</p>		<p>0% -</p>	<p>2021/01/01</p>	<p>2021/12/01</p>
<p>Enforcement Actions</p>		<p>0% -</p>	<p>2021/01/01</p>	<p>2021/12/31</p>
<p>Intermunicipal Development Plan with Lamont County</p>	<p>NEW Jordan Ruegg: Achievements: A Public Hearing on proposed Bylaw 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan will take place at the February 25, 2021 Council meeting. Following the Public Hearing, the proposed Bylaw will be presented to Council for consideration of Second and Third and Final Readings. <i>2021/02/18</i></p>	<p>85% 4% behind</p>	<p>2019/08/27</p>	<p>2021/04/21</p>
<p>International Dark-Sky Association (IDA) - Dark Skies Nomination and Designation</p>	<p>NEW Jordan Ruegg: Achievements: The Planning and Development Department continues to research the possibility of becoming a Dark Skies Community and will report back to Council as the process develops further. <i>2021/02/18</i></p>	<p>13% -</p>	<p>2020/12/10</p>	<p>2021/12/31</p>
<p>Bylaw No. 1371-20: Smoky Lake County Regional Heritage Board</p>		<p>25% 12% ahead</p>	<p>2020/12/10</p>	<p>2021/12/31</p>

<p>Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County</p>	<p>55% 42% ahead</p>	<p>2020/12/10</p>	<p>2021/12/31</p>
<p>Bylaw No. 1390-20: Victoria District Economic Development Strategy Business Plan</p> <p>NEW Jordan Ruegg: Achievements: The Victoria District Economic Development Strategy Business Plan Bylaw (County Bylaw 1390-20 & Town Bylaw 026-2020) was adopted at the Joint County & Town Council Meeting on December 16, 2020. The respective Councils further instructed administration to prepare the necessary documents to establish a Municipally-Controlled Corporation (MCC).</p> <p>The Planning and Development Department has been working with senior administration, the Economic Development Officer and the County's legal counsel to prepare the necessary documents to establish the MCC.</p> <p>2021/02/18</p>	<p>15% 3% ahead</p>	<p>2020/12/16</p>	<p>2021/12/31</p>
<p>Vision XS Ltd. Scope of Work – Memorandum of Understanding</p> <p>NEW Jordan Ruegg: Achievements: The Planning and Development Manager has prepared the Memorandum of Understanding (MOU) with Vision XS Ltd. for the Scope of Work related to the Victoria District Economic Development Strategy. The Planning and Development Manager will arrange to have the MOU signed and executed by all parties.</p> <p>2021/02/18</p>	<p>15% 3% ahead</p>	<p>2020/12/16</p>	<p>2021/12/31</p>
<p>(P&D) Complete Annual Work Plan</p> <p>NEW Jordan Ruegg: Achievements: The Planning and Development Manager has been working on the departmental work plan ahead of the Departmental Meeting on March 4, 2021.</p> <p>2021/02/18</p>	<p>80% 4% behind</p>	<p>2021/01/01</p>	<p>2021/02/26</p>

Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)

NEW Jordan Ruegg:



[Letter_to_Peter_Bubula_Re_Expression_of_Interest_Counteroffer_January_29_2021.pdf](#)

Achievements: The Planning and Development Manager sent a letter to Peter Bubula, Property Agent, Properties Division - Realty Services Branch, Alberta Infrastructure, dated January 29, 2021, informing him of Smoky Lake County's counter-offer of \$6,800.00 (GST exempt). Mr. Bubula responded by email on January 29, 2021, requesting additional information related to recent sales of land in the vicinity of said property. The Planning and Development Manager contacted the County's assessor to obtain said sales information and provided it to Mr. Bubula on February 12, 2021. Mr. Bubula has not responded to the information as the date of this update.

2021/02/18

15%
14% ahead

2021/01/28

2021/12/31

Government of Alberta's Heritage Preservation Partnership Program

NEW Jordan Ruegg:


Achievements: The Planning and Development Assistant submitted an application to the Heritage Preservation Partnership Program on February 17, 2021, for the Nomination and Management Plan for the North Saskatchewan River Canadian Heritage River Designation. If successful in obtaining grant funding, the funds will be used to conduct a province-wide public participation plan comprising of a webinar series and survey about the Canadian Heritage Rivers System program and to obtain valuable input toward completion of the Nomination Document, which is a critical component in achieving designation of the North Saskatchewan River as a Canadian Heritage River.

2021/02/18

25%
24% ahead

2021/01/28

2021/12/31

<p>Smoky Lake County Regional Heritage Board - 2021 Alberta Heritage Conservation Grant</p>	<p>NEW Jordan Ruegg: Achievements: No action was taken during this reporting period. The Planning and Development Manager will update Council when a decision has been made on the Heritage Board's application. 2021/02/18</p>	<p>20% 19% ahead</p>	<p>2021/01/28</p>	<p>2021/12/31</p>
<p>Alberta Conservation Association's 2021-22 Conservation, Community & Education Grant</p>	<p>NEW Jordan Ruegg: Achievements: No action was taken during this period. The Planning and Development Manager will update Council when a decision has been made on the grant application. 2021/02/18</p>	<p>10% 9% ahead</p>	<p>2021/01/28</p>	<p>2021/12/31</p>
<p>Government of Canada's 2021 Environmental Damages Fund</p>	<p>NEW Jordan Ruegg: Achievements: The Planning and Development Department continues to prepare the grant application for the Environmental Damages Fund program administered by Environment and Climate Change Canada, and will submit it prior to the February 24, 2021 application deadline. 2021/02/18</p>	<p>30% 29% ahead</p>	<p>2021/01/28</p>	<p>2021/12/31</p>
<p>Canadian Heritage Rivers System (CHRS) - Parks Canada Funding Contribution</p>	<p>NEW Jordan Ruegg:  Parks_Canada_Contribution_Agreement.pdf Achievements: The Planning and Development Manager received a signed and executed copy of the Contribution Agreement on February 3, 2021. The Planning and Development Department will continue to work on the background studies that will form part of the nomination document for the North Saskatchewan River to become designated as a Canadian Heritage River, prior to the February 18, 2022 deadline. 2021/02/18</p> <p>NEW Patti Priest: Achievements: Municipal File: 19-92 2021/02/17</p>	<p>10% 9% ahead</p>	<p>2021/01/28</p>	<p>2021/12/31</p>

Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24-60-17-W4M) **NEW** Jordan Ruegg:
Achievements: The Planning and Development Manager has added the renewal of REC Lease 170005 (NW-24-60-17-W4M) to the departmental Work Plan and will assure that the Lease is renewed prior to the expiry date of January 1, 2023.
2021/02/18

NEW Patti Priest:
Achievements: Municipal File: 61-43
2021/02/17

10%
9% ahead

2021/01/28

2021/12/31

Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34-61-17-W4M) **NEW** Jordan Ruegg:
Achievements: The Planning and Development Manager has added the renewal of REC Lease 170007 (NE-34-61-17-W4M) to the departmental Work Plan and will assure that the Lease is renewed prior to the expiry date of January 1, 2022.
2021/02/18

NEW Patti Priest:
Achievements: Municipal File: 61-22B
2021/02/17

10%
9% ahead

2021/01/28

2021/12/31

Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20-61-17-W4M). **NEW** Jordan Ruegg:
Achievements: The Planning and Development Manager has added the renewal of Department License of Occupation DLO 170189 (NE-20-61-17-W4M) to the departmental Work Plan and will assure that the Lease is renewed prior to the expiry date of September 3, 2022.
2021/02/18

NEW Patti Priest:
Achievements: Municipal File: 61-22C
2021/02/17

10%
9% ahead

2021/01/28

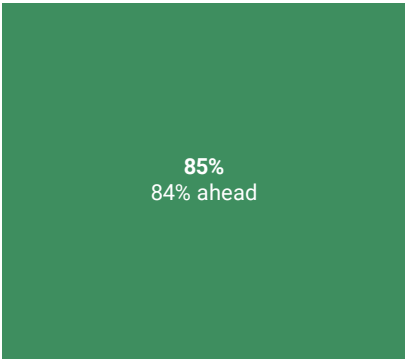
2021/12/31

Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan

NEW Jordan Ruegg:

Achievements: A Public Hearing on proposed Bylaw 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan will take place at the February 25, 2021 Council meeting. Following the Public Hearing, the proposed Bylaw will be presented to Council for consideration of Second and Third and Final Readings.

2021/02/18

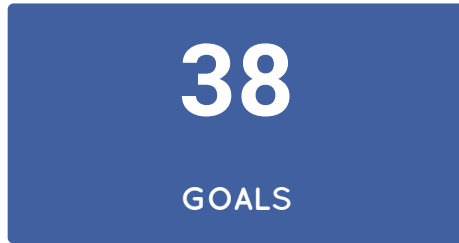


2021/01/28

2021/12/31



5.1.5.i



PUBLIC WORKS PLAN

Goal	Progress Update	Current Completion
Administrative (Safety Officer): 100%		0% 0 / 100% 13% behind
Council Member Inquiry (Safety Officer): 100%		0% 0 / 100% 13% behind
Disaster Services (Safety Officer): 100%		0% 0 / 100% 13% behind
Public Works (Safety Officer): 100%	<p>Trevor Tychkowsky: Achievements: Jan 28 completed billing for emergency pumps and sandbags Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18</p>	0% 0 / 100% 13% behind
Risk Pro (Safety Officer): 100%		0% 0 / 100% 13% behind
Safety (Safety Officer): 100%		0% 0 / 100% 13% behind
Training (Safety Officer): 100%		0% 0 / 100% 13% behind
(PW) Organizational Efficiency		0% 13% behind

Trevor Tychkowsky:

Achievements: Feb 18 worked on workplan

Challenges: *No value*

Next Steps: *No value*

2021/02/18

0%
-

Safety (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: Jan 21 investigated incident with grader entering land in Spedden to clean for taxpayers to dump on land near Spedden, tin was hit and investigation resulted

- taxpayer filled a claim that will be presented before council

Jan 22 completed 4 worksite inspections

Jan 27 site inspections (2)

Jan 27 organized and picked up chainsaw supplies for chipping crew

Jan 28 site inspections (4)

Feb 12 arranged flags to be lowered for staff death

Feb 18 working with Ron's family on getting stuff back.

Feb 9 worked on files from lost files from old computer

Feb 10 meeting with Town for safety program

Feb 2 completed billing for Town for safety program

Feb 12, 16 updated missing files on new computer

Feb 18 looked at cold weather policy

Challenges: *No value*

Next Steps: *No value*

2021/02/18

0%
0 / 100%
100% behind

↳ Transport worker to OIS clinic Edmonton

0%
100% behind

↳ Assist all other departments

0%
13% behind

↳ Check over JSA forms from site inspections

0%
13% behind

Disaster Services (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: Jan 24 received call from Vilna fire hall need advice on COVID protocol for direct contact of COVID patient

Jan 26 DEM's meeting and Provincial meeting COVID update virtual

Feb 2 DEM's meeting and Provincial meeting COVID update virtual

Challenges: *No value*

Next Steps: *No value*

2021/02/18

0%
0 / 100%
100% behind

→ Apply for grants when needed		0% 13% behind
→ ASIST Training		0% 13% behind
→ Attend Disaster summit		0% 13% behind
→ Attend yearly AEMA Summit	Trevor Tychkowsky: Achievements: Feb 10 registered for AEMA summit Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	0% 13% behind
→ Attend yearly Disaster forum		0% 13% behind
→ Chair Organized regional team (ASIST)		0% 13% behind
Risk Pro (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Feb 3, 12 worked on policy with Lydia on workplace violence Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	0% 0 / 100% 100% behind
→ Attend strat plan meetings		0% 13% behind
Public Works (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Feb 1 fuel entries on computer Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	0% 0 / 100% 100% behind
→ Assist P.W. when needed		0% 13% behind
Administrative (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Feb 3 - 16 worked on lost files from old computer took computer to Edmonton for repair Feb 4 arranged for quote for company's for cleaning ventilation system at shop and office Feb 12 one quote given for cleaning waiting on one more quote Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	25% 25 / 100% 75% behind

<p>→ Answer e-mails from Call center for after hour complaints 0 Complaint(s)</p>	<p>Trevor Tychkowsky: Achievements: Jan 21 to Feb 18 (6) Kyetech calls answered Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18</p>	<p>0 / 0 Complaint(s) -</p>
<p>→ Answer phones</p>		<p>0% 13% behind</p>
<p>→ Cascade reports</p>		<p>0% 13% behind</p>
<p>→ Safety Committee</p>	<p>Trevor Tychkowsky: Achievements: Feb 18 safety committee meeting virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18</p>	<p>0% 8% behind</p>
<p>Training (Safety Officer): 100%</p>	<p>Trevor Tychkowsky: Achievements: Jan 25 inquired on ICS 00 course for fire dept Jan 25 inquired for fit testing for fire service Jan 26 completed CPR instructor recertification virtual Feb 3 plow operators course for 1 PW employee virtual Feb 18 ergonomics coaching webinar Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18</p>	<p>0% 0 / 100% 100% behind</p>
<p>→ Attend Alberta Safety Conference</p>		<p>0% 13% behind</p>
<p>→ Attend Annual H&S safety conference</p>		<p>0% 13% behind</p>
<p>→ Attend annual safety conference</p>		<p>0% 13% behind</p>
<p>→ Attend Safety group NASC</p>		<p>0% 13% behind</p>
<p>→ Attend yearly conference</p>		<p>0% 13% behind</p>
<p>→ ATV Training</p>		<p>0% 13% behind</p>
<p>→ Chair Provincial Safety/ Utility group (RUSA)</p>		<p>0% 8% behind</p>

Council Member Inquiry (Safety Officer): 100%

Trevor Tychowsky:

Achievements: action on doing Annual safety day?

Challenges: *No value*

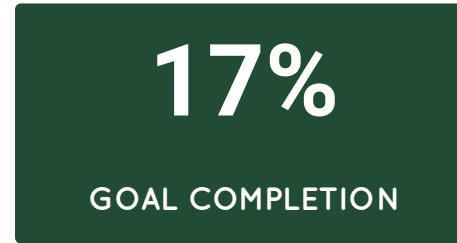
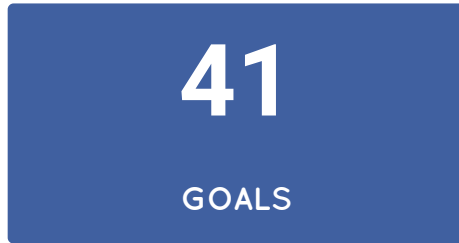
Next Steps: *No value*

2021/02/18

0%
0 / 100%
100% behind



5.1.5.k



GIS PLAN

Goal	Progress Update	Current Completion
GIS Tasks: 100%		13% 13 / 100% -
→ Coordination of GIS Data Input		0% -
→ County Website Tool – MuniSight- GIS Site Validation (Copy)	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Smoky Lake County Public Website - online public connection with MuniSight has had 164,190 visits from May 31, 2018 - February 17, 2021. <ul style="list-style-type: none"> ◦ From January 22, 2021 - February 17, 2021 (27 days) total visits were 5,713. • Regional Public Site - online public connection with MuniSight has had 103,101 visits from May 31, 2018 - February 17, 2021. <ul style="list-style-type: none"> ◦ From January 22, 2021 - February 17, 2021 (27 days) total visits were 483. • Verify quality assurance on Public Site <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/02/18</p>	13% -

→ GIS – Data collection MuniSight/Mobile App (Copy)

Carole Dowhaniuk:

Achievements:

- Add Road Use Agreements
- Add Fire Permits
- Finish updates to Churches and Cemetery's
- Assist Public Works
 - Road Inspections
 - Brushing/Axing
 - Culverts

Challenges: *No value*

Next Steps: *No value*

2021/02/18

8%

-

→ GIS Data Reporting - Data Verification and data clean up (Copy)

Carole Dowhaniuk:

Achievements: Work on Regional Water Line data update with Environmental Operations staff

- Received new Shapefile from Associated Engineers.
- updates are complete in webmap.

Challenges: *No value*

Next Steps:

- verification of new data - Regional Water Line update

2021/02/18

13%

-

→ Input Spatial Data – MuniSight/Mobile App (Copy)

13%

-

→ GIS Work Schedule -- for staff (Copy)

Carole Dowhaniuk:

Achievements:

- work with Public works staff on GIS work priorities
 - updating Culverts, brushing/axing.
- Work with Emergency Services on GIS work priorities
 - Emergency routing
 - updating accidents, fire permits.
- Assist Planning and Development with
 - Heritage

Challenges: *No value*

Next Steps:

- follow up with department priorities
- Planning and Development
 - update zoning and zoning bylaw

2021/02/18

13%

-

<p>→ GIS Data Analysis (Copy)</p>	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> • Finalize queries of Lake Subdivisions for RCDC. • Run a query to assist the tax department with missing Linc Numbers. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/02/18</p>	<p>13%</p> <p>-</p>
<p>→ Verify Landownership Maps (Copy)</p>	<p>Carole Dowhaniuk: Achievements: Currently working on Inset Map</p> <ul style="list-style-type: none"> • Breaking the map into 2 maps <ul style="list-style-type: none"> ◦ Lake and Resort Subdivision address map ◦ Subdivision and Hamlet map <p>Challenges: <i>No value</i></p> <p>Next Steps: Supply maps to:</p> <ul style="list-style-type: none"> • Planning and Development • Emergency Services • Chambers <p>2021/02/18</p>	<p>13%</p> <p>-</p>
<p>→ GIS reporting and forecasting (Copy)</p>	<p>Carole Dowhaniuk: Achievements: Assist Public works to generate reports from data entry to assist staff in the field.</p> <ul style="list-style-type: none"> • goal to eliminate duplicate entries in systems. <p>Challenges: <i>No value</i></p> <p>Next Steps: Follow up with Public Works staff.</p> <p>2021/02/18</p>	<p>13%</p> <p>-</p>
<p>→ GIS data validation (Copy)</p>	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> • No action was taken during this report <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/02/18</p>	<p>13%</p> <p>-</p>
<p>→ Management Meeting (Copy)</p>	<p>Carole Dowhaniuk: Achievements: Attended weekly meeting to provide departmental activities to staff and council</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/02/18</p>	<p>13%</p> <p>-</p>

Smoky Lake Region (GIS): 100%

Carole Dowhaniuk:

Achievements:

- Support and assist the Region to access quality and timely information.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

13%
13 / 100%
-

→ [Administrators Meetings \(Copy\)](#)

Carole Dowhaniuk:

Achievements: Last Meeting held was on February 26, 2021

- Proposed (Draft) Regional GIS Agreement
- Updates of Regional Sites
 - Regional Legends Internal and Public
- Purpose of use for each site
 - All Departments - Lobby the province with data for improvements and grants
 - Emergency Services
 - Disaster Services
 - Planning and Development
 - RCDC
 - Regional Data Integration
- Regional Prorated cost breakdown from 2020-2024
- MPE Engineering provided an update on the following:
 - (ACP) Regional GIS Project: Regional Municipal Infrastructure Assessment
 - Reviewed the proposed upgrades for the Regional Stormwater Management Plan

Challenges: None

Next Steps:

- Each respective CAO is to review the (draft) Regional GIS Agreement to provide feedback to Smoky Lake County GIS Operator for further clarification and incorporate changes as necessary for the next Administrators Meeting to be held March 23, 2021.
- Each Municipality bring forward a Request for Decision to obtain a Council Motion for the execution of the Regional GIS Agreement between the Town of Smoky Lake, Village of Vilna, Village of Waskatenau and Smoky Lake County.
- Review flooding maps with Public Works to provide feedback to MPE on the proposed upgrades for the Regional Stormwater Management Plan.

2021/02/18

13%
-

Training (GIS): 100%

13%
13 / 100%
-

↳ Implement training and testing of workspaces (Copy)

Carole Dowhaniuk:

Achievements: Asset Management Program with MuniSight, Finance Manager and Terry Bodnar

- Implementation and testing the Asset Management Program
 - Requested changes - Regional Water Line Category, Existing road work tracked in work orders, and changes to provincial assets

Assist Village of Vilna with training in workspaces.

Train and update workspace for Terry Bodnar

Challenges: *No value*

Next Steps: Next Meeting for Asset Management scheduled for March 2, 2021

- Review requested changes
- Implementation plan
- Training

Update in house training manual for management and staff.

Group training - MuniSight Reporting

Assist staff with MuniSight Academy training portal.

2021/02/18

13%

-

GIS -- manage third party contract

Carole Dowhaniuk:

Achievements:

- Data sharing agreements renewed
- Review and validate Year end and January 2021 General Service Hours.
 - Distribute Year end General Service Hour Report
 - Distribute January 2021 General Service Hour Report and provide advice to region on utilization of hours

Challenges: *No value*

Next Steps: *No value*

2021/02/18

0%

-

Request from CAO and Managers (AVL)

Carole Dowhaniuk:

Achievements:

- No action was taken during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/02/18

0%

-

(GIS) Human Resources / Training / OH&S

3%

11% behind

→ (GIS) Attend Joint Health & Safety Meetings: 12 Meeting(s)	Carole Dowhaniuk: Achievements: No Action was taken during this report. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/01/21	0% 0 / 12 Meeting(s) 11 Meeting(s) behind
→ (GIS) Attend Annual Safety Meeting	Carole Dowhaniuk: Achievements: No action taken during this report. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/01/21	0% -
→ (GIS) Training Event Form 2021		8% -
(GIS) Financial Accountability		18% 5% ahead
→ (GIS) Prepare a Draft 5 Year Function Budget		18% -
→ (GIS) Prepare Annual Budget	Carole Dowhaniuk: Achievements: Prepare 2021 Budget Challenges: <i>No value</i> Next Steps: Approve 2021 budget 2021/01/21	18% -
(GIS) Organizational Efficiency		53% 40% ahead
→ (GIS) Complete Annual Work Plan	Carole Dowhaniuk: Achievements: Currently working on for submission of Work Plan for February 22, 2021 Challenges: <i>No value</i> Next Steps: <ul style="list-style-type: none"> Review GIS Work Plan at upcoming Departmental Meeting March 4, 2021 2021/02/18	53% -
Create, Publish, and Distribute Annual Booklet 0 Report(s) Requested		0 / 0 Report(s) Requested -

Review Finance (Copy)

Carole Dowhaniuk:

Achievements:

- Review December 2020 financial transactions
- Provide Finance Manager cost breakdown for Regional GIS - ACP GRANT
 - Ortho Imagery
 - Software Town of Smoky Lake
 - Regional General Service Hours data integration/analysis

Challenges: *No value*

Next Steps:

- Review January and February GIS financial transactions once Audit is complete

2021/02/18

13%

-

Administration (GIS) (Copy): 100%

13%

13 / 100%

-

Legislative (GIS) (Copy): 100%

Carole Dowhaniuk:

Achievements:

- Develop Regional GIS Agreement

Challenges: *No value*

Next Steps: *No value*

2021/02/18

13%

13 / 100%

-

Complete Administration (Copy)

0%

13% behind

Communication (GIS) (Copy): 100%

13%

13 / 100%

-

Hardware Maintenance (Copy)

Carole Dowhaniuk:

Achievements:

- Maintenance updates to iPads - GIS mobile App

Challenges: *No value*

Next Steps: *No value*

2021/02/18

13%

-

Map Sales (Copy) 0 Map(s)

Carole Dowhaniuk:

Achievements:

- 5 Maps sold from January 5 - 28, 2021.

Challenges: *No value*

Next Steps: *No value*

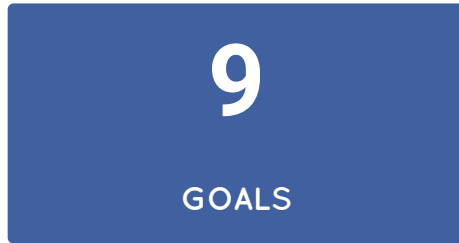
2021/02/18

5 / 0 Map(s)
5 Map(s) ahead

Council Member Inquiry (GIS) (Copy): 100%	Carole Dowhaniuk: Achievements: <ul style="list-style-type: none"> No Action was taken during this reporting period Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	13% 13 / 100% -
Server Maintenance (Copy)	Carole Dowhaniuk: Achievements: Video Data not displaying off server to webmap. Work with MuniSight and Smoky Lake County IT to resolve; <ul style="list-style-type: none"> SLC IT purchased Secure Certificate and installed - Video Data is displaying in webmap. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	13% -
Council Meetings (Copy)	Carole Dowhaniuk: Achievements: Attended to gain or provide information for January 28, 2021 council meeting. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	13% -
Weekly Council Report – Titan GPS (Copy)	Carole Dowhaniuk: Achievements: Weekly reports of Grader Maps are up to date Challenges: No Road Numbers were attached to the maps to keep reports on time. Next Steps: Working with Titan to incorporate our road network. 2021/02/18	13% -
Assist with issues that come up (Copy)		13% -
Seasonal Duties (Copy): 100%	Carole Dowhaniuk: Achievements: No Action was taken during this report period. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/02/18	13% 13 / 100% -



5.1.5.I



COMMUNICATIONS PLAN

BEHIND

Owner	Start Date	Due Date	Goal	Progress Update	Current Compl...
Evonne Zukiwski Communications Technician	2017/12/31	2021/12/31	Administrative Activity (COM): 100%		1% 0.926 / 100% 77% behind
Evonne Zukiwski Communications Technician	2021/01/18	2021/12/31	→ Council Meetings: 12 Meeting(s)		8% 1 / 12 Meeting(s) 7 Meeting(s) behind

COMPLETE

Owner	Start Date	Due Date	Goal	Progress Update	Current Compl...
Evonne Zukiwski Communications Technician	2021/01/18	2021/12/31	County Website Maintenance 0 Update(s)	Evonne Zukiwski: Achievements: • Set up microsite for the Smoky Lake Pumpkin Patch Daycare, and turned site over- January 19, 2021 2021/02/16	1 / 0 Update(s) -

ON TRACK

Owner	Start Date	Due Date	Goal	Progress Update	Current Compl...
Evonne Zukiwski Communications Technician	2021/01/01	2021/12/31	(COM) Attend Joint Health & Safety Meetings: 12 Meeting(s)	Evonne Zukiwski: Achievements: • Virtually attended Joint Health and Safety Meeting- January 21, 2021 2021/02/16	8% 1 / 12 Meeting(s) 1 Meeting(s) ahead

Evonne Zukiwski | 2021/01/18 2021/12/31 Social Media Posts 0 Post(s)
Communications
Technician

Evonne Zukiwski:

Achievements:

- Shared 'Blue Monday' post- January 18, 2021
- Advertised Public Participation (Lamont County IDP), and scheduled 3 additional posts- January 18, 2021
- Shared upcoming L.A.R.A events- January 18, 2021
- Posted Heritage Survey- January 21, 2021
- Posted RMA Internet Speed survey on Facebook- January 25, 2021
- Posted RMA Internet Speed survey on Twitter- January 25, 2021
- Scheduled Weed Inspector ad (Jan. 26, Feb. 10, Feb. 27, March 12)- January 25, 2021
- Posted Alberta Council on Aging- Living Strong Program- February 2, 2021
- Shared L.A.R.A Soil Health webinar- February 3, 2021
- Shared Canadian River System webinar event- February 4, 2021
- Shared Lamont County IDP public hearing- February 4, 2021
- Scheduled Family Day office closed notice- February 4, 2021
- Shared North Saskatchewan Heritage River webinar- February 11, 2021
- Posted Bridge Closure on Facebook- February 14, 2021
- Posted Bridge Closure on Twitter- February 14, 2021
- Shared North Saskatchewan Heritage River webinar- February 16, 2021
- Posted Weed Inspector ad on Twitter- February 16, 2021
- Scheduled 'Pink Shirt Day' social media post- February 16, 2021

2021/02/16

24 / 0 Post(s)
24 Post(s) ahead

Evonne Zukiwski | 2021/01/18 | 2021/12/31 | Website Updates 0 Update(s)
Communications Technician

Evonne Zukiwski:

Achievements:

- Updated policies on website (01-08, 62-03, 01-41)- January 18, 2021
- Added Public Participation (Lamont County IDP)- January 18, 2021
- Removed Returning Officer employment ad- January 18, 2021
- Updated Transfer Station Hours- January 18, 2021
- Added Bylaw 1387- January 20, 2021
- Posted January Grapevine- January 21, 2021
- Posted RMA Internet Speed survey as notice- January 25, 2021
- Added Candidate Guide: Campaigning during a Pandemic to Election page- January 25, 2021
- Posted Weed Inspector employment opportunity- January 25, 2021
- Posted Policy 3-18: 5 year road plan- January 26, 2021
- Updated Election page- January 29, 2021
- Added Interim Capital & Operating Budget- January 21, 2021
- Added Heritage Survey notice- January 21, 2021
- Added Economic Development page- January 22, 2021
- Updated Returning Officer contact information on Election page- February 1, 2021
- Posted Reeve's Report- February 1, 2021
- Posted February calendar and meeting links- February 1, 2021
- Removed Bylaw 1273 and replaced with Bylaw 1379-20- February 1, 2021
- Updated PDF of Candidate Nomination package- February 1, 2021
- Turned Alberta Land Use Framework page live- February 2, 2021
- Posted IDF with Lamont County as notice- February 2, 2021
- Updated Weed Inspector ad- February 3, 2021
- Posted February Grapevine to website- February 3, 2021
- Posted 2020 tax rate document- February 3, 2021
- Updated Waste Transfer Station Hours on 'Waste' page- February 5, 2021
- Updated Land Use Bylaw 1272-14- February 8, 2021
- Updated electoral maps on Council Profile page- February 8, 2021
- Started creating new ASB pest management pages- February 9, 2021
- Posted bridge closure as notice and pop-up alert- February 14, 2021
- Updated Weed Inspector employment opportunity ad- February 16, 2021

2021/02/16

33 / 0 Update(s)
33 Update(s)
ahead

Evonne Zukiwski Communications Technician	2021/01/18	2021/12/31	Develop Advertisements and Information Publications 0 Ad(s) Created	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Created Family Day office closed notices- February 4, 2021 <i>2021/02/16</i>	1 / 0 Ad(s) Created 1 Ad(s) Created ahead
Evonne Zukiwski Communications Technician	2021/01/18	2021/12/31	Produce & Distribute Grapevine: 12 Newsletter(s)	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Completed January 2021 Grapevine and emailed to newspapers for publishing- January 21, 2021 Completed February 2021 Grapevine and emailed to newspapers for publishing- February 3, 2021 <i>2021/02/16</i>	17% 2 / 12 Newsletter(s) 1 Newsletter(s) ahead
Evonne Zukiwski Communications Technician	2021/01/18	2021/12/31	FOIP/ Access to Information Requests 0 Request(s)	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Replied to FOIP email information request (AEP)- January 25, 2021 <i>2021/02/16</i>	1 / 0 Request(s) 1 Request(s) ahead

Schedule "A"

TRAINING EVENT



SMOKY LAKE COUNTY

DEPARTMENT: Environmental Operations

REPORT

EVENT	NAME: Dave Franchuk	DATE: Feb 2 & 3, 2021
	ORGANIZATION: AWWOA	LOCATION: County Office
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	<p>Contents:</p> <p>This two-part webinar series will help operators learn about the most common digital protocols used by modern instrumentation and explain how to get the most out of existing devices. From asset information to remote compliance and proactive maintenance, this webinar shows how to utilize the additional information from these devices to improve operations and maintenance.</p>	
RESULTS	<p>What I took away:</p> <p>A little more knowledge of how our Regional Waterline SCADA system communicates with the meter system.</p>	
WHY DID YOU ATTEND	<p>Benefits:</p> <p>I was assigned 0.3 continuing education units towards the renewal of my water and waste water operators certification.</p>	
COSTS	Mileage: \$ 0	Meals: \$ 0
	Lodging: \$ 0	Registration: \$ 75.00
	Other: \$ 0	
	TOTAL: \$ 75.00	
Prepared by Employee Dave Franchuk	DATE: Feb 2 & 3, 2021	COUNCIL MEETING DATE: Feb 25, 2021

Schedule "A"

TRAINING EVENT



SMOKY LAKE COUNTY

DEPARTMENT: Environmental Operations

REPORT

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>Feb 9 & 10, 2021</u>
	ORGANIZATION: <u>AWWOA</u>	LOCATION: <u>County Office</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	Contents: This webinar assists operators to understand the basics of key analytical parameters throughout the plant. For each analytical measuring technology, the training focused on the principles of operation, typical use cases in a water or wastewater treatment plant, troubleshooting, installation influences, handling error codes and possible process issues and challenges.	
RESULTS	What I took away: This course described how our Regional Waterline chlorine analyzers work and reviewed the steps used in order to calibrate our units.	
WHY DID YOU ATTEND	Benefits: I was assigned 0.3 continuing education units towards the renewal of my water and waste water operators certification.	
COSTS	Mileage: \$ <u>0</u> Meals: \$ <u>0</u> Other: \$ <u>0</u> Lodging: \$ <u>0</u> Registration: \$ <u>75.00</u> <p style="text-align: right;">TOTAL: \$ <u>75.00</u></p>	

Prepared by Employee Dave Franchuk	DATE: Feb 9 & 10, 2021	COUNCIL MEETING DATE: Feb 25, 2021
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Highway 28/63 Regional Water Services Commission
Wednesday, January 20, 2021, Regular Meeting
held virtually, online through Zoom meeting.

MINUTES

ATTENDANCE:

<u>From:</u>	<u>Title:</u>	<u>Name:</u>	<u>Status:</u>	<u>Attendance:</u>
Smoky Lake County	CAO	Gene Sobolewski	Manager	Virtually Present
Smoky Lake County	Finance Manager	Brenda Adamson	Finance Manager	Virtually Present
Smoky Lake County	Legislative Services	Patti Priest	Recording Secretary	Virtually Present
Smoky Lake County	Enviro. Op. Manager	Dave Franchuk	Utilities Manager	Absent
Alberta Transportation	Program Advisor	Barry Pape	Provincial Rep.	Absent
Associated Engineering	Project Manager	Ryan Krausher	Project Manager	Virtually Present
Associated Engineering	Div. Manager Muni. Infrs.	Chad Maki	Div. Manager Muni. Infrs.	Absent
Associated Engineering	Engineer	Alan Lui	Engineer	Virtually Present
Smoky Lake County	Reeve	Craig Lukinuk	Non-Voting Member	Absent
Smoky Lake County	Deputy Reeve	Randy Orichowski	Voting Member	Virtually Present
Smoky Lake County	Councillor	Dan Gawalko	Voting Member	Virtually Present
Smoky Lake County	Councillor	Lorne Halisky	Alt. Voting Member	Absent
Smoky Lake County	Councillor	Johnny Cherniwchan	Alt. Voting Member	Virtually Present
Thorhild County	Councillor	Wayne Crowell	Voting Member	Virtually Present
Thorhild County	Councillor	Joyce Peirce	Alt. Voting Member	Absent
Thorhild County	Reeve	Kevin Grumetza	Voting Member	Virtually Present
Thorhild County	CAO	Paul Hanlan	Non-Voting Member	Virtually Present
Thorhild County	Utilities Manager	Ed Kneller	Non-Voting Member	Virtually Present
Town of Smoky Lake	Mayor	Hank Holowaychuk	Voting Member	Virtually Present
Town of Smoky Lake	Councillor	Dan Kotylak	Voting Member	Virtually Present
Town of Smoky Lake	Councillor	Terry Makowichuk	Alt. Voting Member	Absent
Town of Smoky Lake	CAO	Adam Kozakiewicz	Non-Voting Member	Virtually Present
Village of Vilna	Mayor	Leo Chapdelaine	Voting Member	Virtually Present
Village of Vilna	Deputy Mayor	Don Romanko	Voting Member	Virtually Present
Village of Vilna	Councillor	Roy Dyck	Alt. Voting Member	Absent
Village of Vilna	CAO	Earla Wager	Non-Voting Member	Absent
Village of Waskatenau	Mayor	Casey Caron	Voting Member	Virtually Present
Village of Waskatenau	Deputy Mayor	Roy Krahulec	Voting Member	Absent
Village of Waskatenau	Councillor	Richard Warren	Alt. Voting Member	Absent
Village of Waskatenau	CAO	Bernice Macyk	Non-Voting Member	Absent
<u>Others in Attendance:</u>				
County of St. Paul No.19	Reeve	Steve Upham	Interested Party	Virtually Present
County of St. Paul No.19	CAO	Sheila Kitz	Interested Party	Absent
County of St. Paul No.19	Councillor	Dale Hedrick	Interested Party	Absent
County of St. Paul No.19	Utilities Manager	Danny Weinmeier	Interested Party	Virtually Present
Indigenous & Northern Affairs Canada	Water Strategy Manager	Merv Clark	Interested Party	Absent
Indigenous & Northern Affairs Canada	Senior Engineer	Adam Kuehnbaum	Interested Party	Absent
White Fish Lake First Nation #128	Councillor	Greg Sparklingeyes	Interested Party	Absent

1. Call to Order Chairperson, Randy Orichowski, called the meeting to order at 10:00 a.m.

2. Adoption of Agenda Resolution 045-21

MOVED by Dan Kotylak that the Agenda for Wednesday, January 20, 2021, Highway 28/63 Regional Water Services Commission Regular Meeting be adopted, as amended with the following:

Addition to the Agenda:

1. Policy Statement No. 002: Water Rate Notice to Members and Customers.

MOTION CARRIED UNANIMOUSLY.

3. Adoption of Minutes

Minutes from December 16, 2020 Regular Meeting

Resolution 046-21

MOVED by Leo Chapdelaine that the Minutes of the Highway 28/63 Regional Water Services Commission Regular Meeting held on Wednesday, December 16, 2020, be adopted as presented.

MOTION CARRIED.

Action List from December 16, 2020 Regular Meeting

Resolution 047-21

MOVED by Kevin Grumetza that the Action List from the Highway 28/63 Regional Water Services Commission Regular Meeting held on Wednesday, December 16, 2020, be filed for information.

MOTION CARRIED.

4. Reports

Commission Manager's Report

Resolution 048-21

MOVED by Hank Holowaychuk that the Highway 28/63 Regional Water Services Commission accept the Commission Manager's report for January 20, 2021, as follows:

Project Budget:

Brenda/AE/Mgr have worked on a projected project budget to July 2021. We calculate that with the project approved additions, Alberta Transportation will owe the Commission \$2,380,000. Please see the attached.

This includes our anticipated costs for the Commission to conclude the project and the outstanding legal/land issues.

Brenda has compiled a borrowing bylaw to cover our costs until AT reimburses the Commission for our costs.

Whitefish #128 Reservoir (Off Reserve)

CONSTRUCTION

- Nearly complete, water anticipated to be flowing by end of month/February. AE will provide details.

LEGAL

- We are waiting to discuss/resolve legal issues with the Band leadership. The Band is in election season and very hard to arrange meetings/return phone calls.
- No draft agreements (transfer of title, R/W, Interim contract administration) received to date.

-END-

MOTION CARRIED.

Financial Report Resolution 049-21

MOVED by Wayne Crosswell that the Highway 28/63 Regional Water Services Commission Board accept the Finance Manager’s Financial Report prepared for January 20, 2021, as follows:



Hwy 28/63 Regional Water Services
Commission
Financial Report
January 20, 2021 Regular Meeting

Budget Report

Attached is a financial update to December 31, 2020 ©1 There are some invoices from 2020 still being processed, so there will be small changes before the year end is complete. We estimate that each municipality will be billed \$16,000 for administration fees.

Attachment ©2 is a breakdown of the costs between the two grants a requested by ISC.

Whitefish Lake Project

A summary of the grants and costs for Whitefish are in the table. (Note, this does not include the tie in fee)

Whitefish Lake Water Project	Project To Date Total
Revenue	
Provincial Grant	\$24,158,350
Provincial Grant Interest	\$132,478
Federal Grant	\$5,000,000
Federal Grant Interest	\$129,663
Grant/Interest Revenue	\$29,420,490
Expenses	
Whitefish Lake Line	\$ 24,642,619.63
Whitefish Lake Reservoir	\$ 4,950,557.29
Total Project Costs	\$ 29,593,177
Unspent Grant Balance	<u>(172,687)</u>

The Commission is currently using its savings to bank roll the project. This will further be discussed in the Commission Manager report because we have not received a response to the request submitted to Alberta Transportation for additional funds on October 21, 2020 and again on December 24, 2020. The commission does have \$900,000 in savings, however if there is a long delay from Alberta Transportation, this may not be quite enough to finish. As a contingency, administration is recommending that we establish a line of credit of up to \$1,000,000. Any costs incurred will be allocated to the project. A borrowing bylaw will be presented at this meeting as a separate Request for Decision.

Submitted By: B. Adamson, Hwy 28/63 RWSC Finance Manager

MOTION CARRIED.

**Financial Report
Budget to Actual**

Resolution 050-21

MOVED by Hank Holowaychuk that the Highway 28/63 Regional Water Services Commission Board accept the Finance Manager’s Budget to Actual Report prepared for January 20, 2021, as follows:



Highway 28/63 Regional Water Services Commission
2020 Budget to Actual

	2020 ACTUAL TO DATE	2020 APPROVED BUDGET	2020 VARIANCE	Notes
Water Sales	\$ 810,804	\$ 798,010	\$ 12,894	
Water Purchases	(601,748)	(570,098)	(31,650)	Over 21,000 cm was lost in March with as a result of the Whitefish Extension Line. Thompson will reimburse 9,653 cm.
Net Water Sales	209,056	227,912	(18,856)	
Administration Fee Revenue	-	118,450	(118,450)	
Member Debenture Payments	122,520	122,520	-	
Interest and Other	148,832	28,000	118,832	
Total Admin Revenue	269,851	268,970	881	
Total Net Revenue	\$ 478,907	\$ 496,882	\$ (17,975)	
Meeting Fees, Mileage & Meals	(11,890)	(27,000)	15,110	
Contracted Services:	-	-	-	
Contract Operational Fees	(98,071)	(80,000)	(18,071)	
Audit Fees	(5,500)	(6,000)	500	
Legal Fees	(1,036)	(15,000)	13,964	
Alberta One-Call & Other Contracted Services	(1,746)	(2,400)	654	
Contract Engineering	(23,060)	(54,000)	30,940	
General Services	-	(2,000)	2,000	
Telephone	(1,930)	(2,500)	570	
Utilities	(44,936)	(38,000)	(6,936)	
Advertising	-	-	-	
Freight, Materials, Goods & Supplies	(27,811)	(24,000)	(3,811)	
Rail Crossings	(5,581)	(840)	(4,741)	We received bills for several years from Railroad Mgmt Co that should have been paid
Licences & Permits	(1,100)	(1,000)	(100)	
Memberships & Registrations	(85)	(300)	215	
Insurance	(15,180)	(16,250)	1,070	
Public Relations	-	-	-	
Bank Fees	(1)	(200)	199	
Total Operational Expenses	\$ (385,996)	\$ (269,490)	\$ (116,506)	
Administration Fees	(78,000)	(78,000)	-	
WCS Expense	(185)	-	(185)	
Transfer of funds	-	-	-	
Debenture Payments	(122,520)	(122,520)	-	
Transfer to Reserve	-	(20,000)	20,000	
Total Contract & Debenture Expenses	\$ (200,605)	\$ (220,520)	\$ 19,915)	
Total Expenditures	\$ (586,601)	\$ (490,010)	\$ 96,591)	
Net Profit/(Loss)	\$ 89,296)	\$ 106,872)	\$ (17,576)	

Whitefish Lake Water Project	Project To Date Total
Revenue	
Provincial Grant	\$24,188,350
Provincial Grant Interest	\$132,478
Federal Grant	\$3,000,000
Federal Grant Interest	\$129,663
Grant/Interest Revenue	\$27,449,491
Expenses	
Whitefish Lake Line	\$ 14,642,619.63
Whitefish Lake Reservoir	\$ 4,980,537.25
Total Project Costs	\$ 19,623,156.88
Unspent Grant Balance	(172,657)

MOTION CARRIED.

Grant Spending Update

Resolution 051-21

MOVED by Don Romanko that the Highway 28/63 Regional Water Services Commission Board accept the Finance Manager’s Grant Spending Update as of January 18, 2021, as follows:

Highway 28/63 Water Services Commission
Grant Spending Update
18-Jan-21

	Alberta Transportation			ISC			Project Grand Total Total
	\$ 25,075,457.00			\$ 5,000,000.00			
	Whitefish First Nations Water Tie In	Whitefish First Nations Water Reservoir	Total	Whitefish First Nations Water Tie In	Whitefish First Nations Water Reservoir	Total	
2017	\$ 411,782.54		\$ 411,782.54			\$	\$ 411,782.54
2018	\$ 717,037.46	\$ 5,031.26	\$ 722,068.72		\$ 23,784.66	\$ 23,784.66	\$ 745,853.38
2019	\$ 21,773,284.28	\$ 71,338.95	\$ 21,844,623.23		\$ 337,246.11	\$ 337,246.11	\$ 22,181,869.34
2020	\$ 1,740,515.35	\$ 787,997.09	\$ 2,528,512.44		\$ 3,725,159.22	\$ 3,725,159.22	\$ 6,253,671.66
Project Costs To Date	\$ 24,642,619.63	\$ 864,367.30	\$ 25,506,986.93	\$ -	\$ 4,086,189.99	\$ 4,086,189.99	\$ 29,593,176.92
Grant received	\$ 24,158,358.00		\$ 24,158,358.00		\$ 5,000,000.00	\$ 5,000,000.00	\$ 10,000,000.00
Interest earned	\$ 132,477.58		\$ 132,477.58		\$ 129,662.53	\$ 129,662.53	\$ 259,325.06
Total Funding	\$ 24,290,827.58	\$ -	\$ 24,290,827.58	\$ -	\$ 5,129,662.53	\$ 5,129,662.53	\$ 10,259,325.06
2020 Deferred Grant Revenue	\$ 351,792.05	\$ 864,367.30	\$ 1,216,159.36	\$ -	\$ 1,043,472.54	\$ 1,043,472.54	\$ 172,686.81

MOTION CARRIED.

Bylaw No. 007-2021: Borrowing Bylaw

Resolution 052-21

MOVED by Hank Holowaychuk that the Highway 28/63 Regional Water Services Commission **Bylaw No. 007-2021: Borrowing Bylaw**, being a bylaw for the purpose of providing operating expenditure borrowing and short-term capital projects borrowing, be given **FIRST READING**.

MOTION CARRIED.

MOVED by Don Romanko that the Highway 28/63 Regional Water Services Commission **Bylaw No. 007-2021: Borrowing Bylaw**, being a bylaw for the purpose of providing operating expenditure borrowing and short-term capital projects borrowing, be given **SECOND READING, as amended**.

MOTION CARRIED.

MOVED by Kevin Grumetza that the Highway 28/63 Regional Water Services Commission **Bylaw No. 007-2021: Borrowing Bylaw**, being a bylaw for the purpose of providing operating expenditure borrowing and short-term capital projects borrowing, be given **PERMISSION for THIRD AND FINAL READING**.

MOTION CARRIED UNANIMOUSLY.

MOVED by Casey Caron that the Highway 28/63 Regional Water Services Commission **Bylaw No. 007-2021: Borrowing Bylaw**, being a bylaw for the purpose of providing operating expenditure borrowing and short-term capital projects borrowing, be given the **THIRD and FINAL READING** and that the Chairperson and Manager 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.

MOTION CARRIED.

Engineer's Report

Resolution 053-21

MOVED by Leo Chapdelaine that the Highway 28/63 Regional Water Services Commission Board accept the Engineer's Report: #23 Projects Update, dated January 20, 2021, prepared by Ryan Krausher, Project Manager, Associated Engineering Alberta Ltd. as follows:

Whitefish #128 Twinning

Thompson – Smoky to Bellis:

- On Warranty until 2022.

Armstrong – Bellis to WLFN:

- On Warranty until 2022.

Nova - Warspite Booster Station

- On Warranty until 2022.

Nova - Edward Booster Station

- On Warranty until April 26, 2021.
- FAC Inspection to be booked in the next 1-2 months.

Whitefish #128 Reservoir (Off Reserve)

- Reservoir is currently within 720 Hour Performance Acceptance period.
- Once successfully completed, Substantial Completion may be issued with 45-day Lien HB Release period.
- Extended warranty for 5 years on wall repair to be identified.
- Civil deficiency will be outstanding until spring due to winter conditions.
- Piping, electrical, and mechanical deficiencies to be mainly completed within the next month.
- WLFN work is progressing on-reserve. Contractor to confirm if water delivery can begin in February 2021.
- Weekly flushes of reservoir ongoing. Level fluctuates between 2.0m and 1.3m in order to keep fresh water in the tank, and facilitate equipment fill cycling for proving and testing.
- Reservoir Transfer to WLFN: - **No Update**.
 - Brownlee has prepared the draft transfer agreements, but still requires information from WFL prior to submission for reviews. We understand that WFL has approved their lawyer to review, but nothing submitted by Brownlee to date. - **Ongoing**
- Restoration within over-cleared area has been completed. AE environmental finalizing signoff paperwork.
- Cashflow is updated. Anticipate additional engineering costs due to AEP/legal/Construction and WFL issues.
- Environmental Restoration on Over-Cleared lands is completed. On monitor and maintenance schedule.
- North Wetland Boundary (Southern Reservoir site) required by AEP to have live staking completed. Change Order to be issued to complete the work in the spring.
- Reservoir Substantial Completion - original schedule is October 31st, 2020.
 - 75 days over schedule.
- Total completion – Original Schedule, Dec 31, 2020. Anticipated schedule awaiting submission by PCL, but possibly May/June 2021.

-END-

MOTION CARRIED.

Provincial Representative’s Report

Be it noted: that the Provincial Representative, Barry Pape, accepted the calendar invite for the January 20, 2021, Highway 28/63 Regional Water Services Commission meeting with a response of “Tentative”, and was not in attendance.

Addition to the Agenda

Resolution 054-21

Policy Statement No. 002: Water Rate Notice to Members and Customers

MOVED by Dan Kotylak that the Highway 28/63 Regional Water Services Commission Board Policy Statement No. 002: Water Rate Notice to Members and Customers be amended by removing “and/or” at the end of 1.1 as follows:

HWY 28/63 REGIONAL WATER SERVICES COMMISSION POLICY STATEMENT
POLICY NO.: 002
SUBJECT: Water Rate Change Notification
RESPONSIBLE AUTHORITY: Managing Partner
REVIEWED & APPROVED BY THE BOARD: May 6, 2020 – Resolution 042-20 January 20, 2021 - Resolution 054-21

PURPOSE AND INTENT:

To establish protocol for effective, timely communication to the Highway 28/63 Regional Water Services Commission Members and Customers, regarding water rate changes.

POLICY STATEMENT:

The Managing Partner of Highway 28/63 Regional Water Services Commission’s shall provide notice of Water Rate changes to the Commission’s Members and Customers in an effective, timely manner.

PROCEDURE:

1. In the event of a Water Rate Change, the managing partner of the Highway 28/63 Regional Water Services Commission will, provide notice of the water rate change via email, to the Chief Administrative Officers of:
 - Smoky Lake County,
 - Town of Smoky Lake,
 - Village of Vilna,
 - Village of Waskatenau,
 - Thorhild County,
 - County of St. Paul No. 19,
- 1.1 within five (5) business days, upon receipt of notice from the Capital Region Northeast Water Services Commission (CRNWSC).
- 1.2 within five (5) business days after any new Highway 28/63 Regional Water Services Commission Water Rate Bylaw is given third and final reading.

MOTION CARRIED.

5. New Business

No New Business.

6. Correspondence

No Correspondence.

7. Delegations

No Delegations.

8. In Camera

No In Camera Session.

9. Next Meeting Date

Resolution 055-21

MOVED by Casey Caron that the next Highway 28/63 Regional Water Services Commission Regular meeting be scheduled for **Wednesday, February 17, 2021** at **10:00 a.m.**, to be held virtually, online through Zoom meeting and/or in Smoky Lake County Council Chambers.

MOTION CARRIED.

Adjournment

The Chairperson declared the Highway 28/63 Regional Water Services Commission meeting of January 20, 2021, adjourned, time 11:24 a.m.

These minutes approved this _____ day of _____, 2020.

CHAIR

MANAGER

ACTION LIST:

January 20, 2021

Highway 28/63 Regional Water Services Commission Regular Meeting



MOTION NO.	RESOLUTION	ACTION
052-21	<p>MOVED by <u>Hank Holowaychuk</u> that the Highway 28/63 Regional Water Services Commission Bylaw No. 007-2021: Borrowing Bylaw, being a bylaw for the purpose of providing operating expenditure borrowing and short-term capital projects borrowing, be given FIRST READING.... ... be given the THIRD and FINAL READING and that the Chairperson and Manager 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.</p>	<p>Bylaw No. 007-2021: Borrowing Bylaw, was executed as per motion 052-21, authorizing the Commission to temporarily borrow up to \$1,000,000 to bridge the funding gap between project costs and grant reimbursement for the Whitefish #128 project.</p>
054-21	<p>MOVED by Dan Kotylak that the Highway 28/63 Regional Water Services Commission Board Policy Statement No. 002: Water Rate Notice to Members and Customers be amended by removing "and/or" at the end of 1.1 as follows:</p> <p><u>PROCEDURE:</u></p> <ol style="list-style-type: none"> 1. In the event of a Water Rate Change, the managing partner of the Highway 28/63 Regional Water Services Commission will, provide notice of the water rate change via email, to the Chief Administrative Officers of: <ul style="list-style-type: none"> ➤ Smoky Lake County, ➤ Town of Smoky Lake, ➤ Village of Vilna, ➤ Village of Waskatenau, ➤ Thorhild County, ➤ County of St. Paul No. 19, 1.1 within five (5) business days, upon receipt of notice from the Capital Region Northeast Water Services Commission (CRNWSC). 1.2 within five (5) business days after any new Highway 28/63 Regional Water Services Commission Water Rate Bylaw is given third and final reading. 	<p>Policy Statement No. 002: Water Rate Notice to Members and Customers, was amended as per motion 054-21, and filed on the policy binder.</p>

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Agenda Item #4.1.1

Date: Feb 17, 2021

File:

From: Gene Sobolewski – Commission Manager

MEMO – Report #2

Project Budget:

Sent Alberta Transportation (Barry Pape) the notice of funds owed to the Commission in the amount of \$2,380,000. Awaiting reply.

Whitefish #128 Reservoir (Off Reserve)

CONSTRUCTION

- Nearly complete, water anticipated to be flowing by end of month/February. AE will provide details.

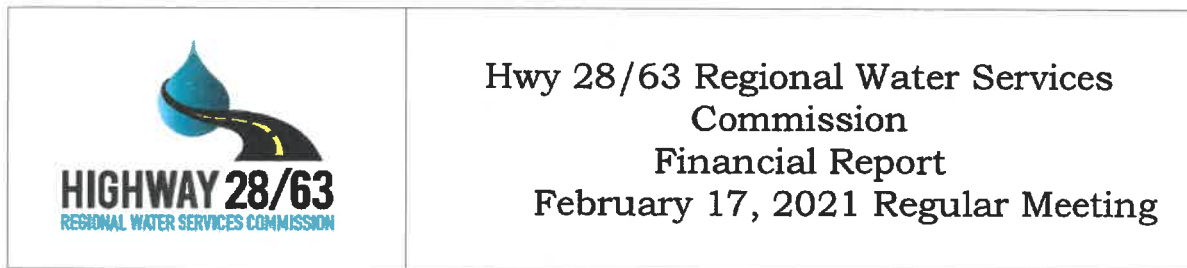
LEGAL

- We are waiting to discuss/resolve legal issues with the Band leadership. The Band is in election season and very hard to arrange meetings/return phone calls.
- No draft agreements (transfer of title, R/W, Interim contract administration) received to date.
- In-camera emergent issue in regard to grazing leaseholder.

-END-

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Agenda Item #4.2.1



Budget Report

Attached is a financial update to December 31, 2020 ©1 The year is closed except for adjustments resulting from the audit which is taking place this week.

Attachment ©2 is a breakdown of the costs between the two grants a requested by ISC

Whitefish Lake Project

A summary of the grants and costs for Whitefish are in the table. (Note, this does not include the tie in fee)

Whitefish Lake Water Project	Project To Date Total
Revenue	
Provincial Grant	\$24,158,350
Provincial Grant Interest	\$132,644
Federal Grant	\$5,000,000
Federal Grant Interest	\$197,222
Grant/Interest Revenue	\$29,488,216
Expenses	
Whitefish Lake Line	\$ 24,642,619.63
Whitefish Lake Reservoir	\$ 5,095,954.70
Total Project Costs	\$ 29,738,574
Unspent Grant Balance	<u>(250,358)</u>

Submitted By: B. Adamson, Hwy 28/63 RWSC Finance Manager



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Highway 28/63 Regional Water Services Commission
2020 Budget to Actual

Agenda Item #4.2.2

	2020 ACTUAL TO DATE	2020 APPROVED BUDGET	2020 Variance	Notes
Water Sales	\$ 810,904	\$ 795,010	\$ 15,894	
Water Purchases	(601,748)	(570,093)	(31,655)	<i>Over 11,000 cm was lost in March with as a result of the Whitefish Extension Line. Thompson will reimburse 9,563 cm.</i>
Net Water Sales	26% \$ 209,156	\$ 224,917	\$ (15,761)	
Administration Fee Revenue	\$ 70,435	\$ 118,450	\$ (48,015)	
Member Debenture Payments	122,520	122,520	-	
Interest and Other	71,157	25,000	46,157	
Total Admin Revenue	\$ 264,112	\$ 265,970	\$ (1,857)	
Total Net Revenue	\$ 473,269	\$ 490,887	\$ (17,618)	
Meeting Fees, Milcage & Meals	\$ (11,890)	\$ (27,000)	\$ 15,110	
Contracted Services:				
Contract Operational Fees	(55,585)	(80,000)	24,415	
Audit Fees	(5,500)	(6,000)	500	
Legal Fees	(1,036)	(15,000)	13,964	
Alberta One-Call & Other Contracted Services	(1,746)	(2,400)	654	
Contract Engineering	(23,060)	(54,000)	30,940	
General Services		(2,000)	2,000	
Telephone	(1,930)	(2,500)	570	
Utilities	(47,647)	(38,000)	(9,647)	
Advertising	-	-	-	
Freight, Materials, Goods & Supplies	(28,140)	(24,000)	(4,140)	
Rail Crossings	(6,581)	(840)	(5,741)	<i>We received bills for several years from Railroad Mgmt Co that should have been paid</i>
Licences & Permits	(1,100)	(1,000)	(100)	
Memberships & Registrations	(55)	(300)	245	
Insurance	(15,180)	(16,250)	1,070	
Public Relations		-	-	
Bank Fees	(1)	(200)	199	
Total Operational Expenses	\$ (199,451)	\$ (269,490)	70,039	
Administration Fees	(66,000)	(78,000)	12,000	
WCB Expense	(135)	-	(135)	
Transfer of funds		-	-	
Debenture Payments	(122,520)	(122,520)	-	
Transfer to Reserves	(20,000)	(20,000)	-	
Total Contract & Debenture Expenses	\$ (208,654)	\$ (220,520)	\$ 11,865	
Total Expenditures	\$ (408,105)	\$ (490,010)	\$ 81,904	
Net Profit/(Loss)	\$ 65,163	\$ 877	\$ 64,286	

Ammortization 702181.14

Whitefish Lake Water Project	Project To Date Total
Revenue	
Provincial Grant	\$24,158,350
Provincial Grant Interest	\$132,644
Federal Grant	\$5,000,000
Federal Grant Interest	\$197,222
Grant/Interest Revenue	\$29,488,216
Expenses	
Whitefish Lake Line	\$ 24,642,619.63
Whitefish Lake Reservoir	\$ 5,095,954.70
Total Project Costs	\$ 29,738,574
Unspent Grant Balance	(250,358)

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Agenda Item #4.2.3

Highway 28/63 Water Services Commission
 Grant Spending Update
 12-Feb-21

		Alberta Transportation			ISC			
		\$25,075,457.00			\$5,000,000.00			
		Whitefish First Nations Water	Whitefish First Nations Water Reservoir	Total	Whitefish First Nations Water	Whitefish First Nations Water Reservoir	Total	Grand Total Total
<u>2017-2019</u>								
Grant Revenue								
	2019	\$23,158,350.00		\$23,158,350.00		\$5,000,000.00	\$5,000,000.00	\$28,158,350.00
Interest		\$ 136,661.31		\$ 136,661.31		\$ 92,356.95	\$ 92,356.95	\$ 229,018.26
Total Grant		\$23,295,011.31	\$ -	\$23,295,011.31	\$ -	\$5,043,261.95	\$5,092,356.95	\$28,387,368.26
Expenditures								
	2019	\$22,918,225.27	\$ 64,983.50	\$22,983,208.77		\$ 356,296.49	\$ 356,296.49	\$23,339,505.26
Total Costs		\$22,918,225.27	\$ 64,983.50	\$22,983,208.77	\$ -	\$ 307,201.49	\$ 356,296.49	\$23,339,505.26
Deferred Grant Revenue		\$ 376,786.04	\$ -	\$ 376,786.04	\$ -	\$4,736,060.46	\$4,736,060.46	\$ 5,047,863.00
<u>2020</u>								
Revenue								
	2020	\$ 1,000,000.00		\$ 1,000,000.00			\$ -	\$ 1,000,000.00
Interest		\$ 333.33		\$ 333.33		\$ 100,514.92	\$ 100,514.92	\$ 100,848.26
Total Grant		\$ 1,000,333.33	\$ -	\$ 1,000,333.33	\$ -	\$ 100,514.92	\$ 100,514.92	\$ 1,100,848.26
Expenditures								
	2020	\$ 1,724,394.36	\$ 824,770.19	\$ 2,549,164.55		\$3,849,904.52	\$3,849,904.52	\$ 6,399,069.07
Total Costs		\$ 1,724,394.36	\$ 824,770.19	\$ 2,549,164.55	\$ -	\$3,849,904.52	\$3,849,904.52	\$ 6,399,069.07
TOTAL SPENT TO DATE		\$24,642,619.63	\$ 889,753.69	\$25,532,373.32	\$ -	\$4,206,201.01	\$4,206,201.01	\$29,738,574.33
Tie In fee as per agreement				\$ -			\$ -	\$ -
TOTAL PROJECT COST		\$24,642,619.63	\$ 889,753.69	\$25,532,373.32	\$ -	\$4,206,201.01	\$4,206,201.01	\$29,738,574.33
2020 Deferred Grant Revenue		-\$ 347,274.99	-\$ 889,753.69	-\$ 1,237,028.68	\$ -	\$ 986,670.86	\$ 986,670.86	-\$ 250,357.81

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Date: February 17, 2021 **File:** 2017-3034.00.04.00
To: Highway 28/63 Regional Water Services Commission
From: Ryan Krausher – Associated Engineering
Project: Highway 28/63 Regional Water (Twinning)
Whitefish #128 Off-Reserve Reservoir
Subject: Projects Update

MEMO – Report #25

Whitefish #128 Twinning

Thompson – Smoky to Bellis:

- On Warranty until 2022.
- Certificate of Total Completion was submitted to the commission on January 25, 2021.
- Water from Slope Repair area North of Town observed and flagged to the Commission / Muni Corr. Site is known for existing year-round spring that runs.
 - Water tests completed by Commission showed no chlorine.
 - No losses detected on Commission water monitoring software (Scada)
 - Contractor was notified and is monitoring the site.
 - No further action required unless volume losses are observed on the Scada by Commission Operator.

Armstrong – Bellis to WLFN:

- On Warranty until 2022.
- Certificate of Total Completion was submitted to the commission on January 25, 2021.

Nova - Warspite Booster Station

- On Warranty until 2022.
- Certificate of Total Completion was submitted to the commission on February 9, 2021.
 - Change Order will be issued to Nova for upgrades to the current Pressure Relief Valve at Egremont and adjacent piping to accommodate new flows for Whitefish once fully online.

Nova - Edwand Booster Station

- On Warranty until April 26, 2021.
- FAC Inspection to be booked in the next 1-2 months.

Whitefish #128 Reservoir (Off Reserve)

- 720 Hour Performance Acceptance period has been completed on January 14th. No major issues.
- Substantial Completion may be issued
 - Civil deficiencies do not allow for a full holdback release per the Builders Lien Act
 - PCL is to apply for a partial holdback release, which does not include the Civil portion.
 - Currently tending to the submission of documents in order to recommend issuance of Substantial Performance (PCL has not yet submitted satisfactory documents).
 - 45-day Lien HB Release period, once the certificate is accepted by the commission. Warranty period for the works would recommend to be backdated to start January 14, 2021.



Memo To: Highway 28/63 Regional Water Services Commission

- 2 -

- Extended warranty for 5 years on wall repair to be identified. - **Ongoing**
- Civil deficiency will be outstanding until spring due to winter conditions. - **Ongoing**
- Some piping, electrical, and mechanical deficiencies have been completed. Pending reinspection which has not yet been booked by PCL.
- WLFN work is ongoing to allow for regional water to be turned on. Week of extreme cold has pushed the work back 1 week. Targetting 2nd Week of March to be completed and ready to complete the water changeover.
- Weekly flushes of reservoir ongoing in order to keep fresh water in the tank.
 - Chlorine content is low at the start of each fill (~0.4ppm) due to the line sitting for a week but rises to appx 1-1.2 by the time the fill cycle is complete.
 - Reservoir chlorine booster system is working well and maintaining a 1.2ppm residual within the reservoir cells.
- Reservoir Transfer to WLFN:
 - Brownlee has prepared the draft transfer agreements, but still requires information from WFL prior to submission for reviews. We understand that WFL has approved their lawyer to review, but nothing submitted by Brownlee to date. - **Ongoing**
- Restoration within over-cleared area has been completed. AE environmental finalizing signoff paperwork.
- Additional engineering costs have been submitted due to AEP/Construction Delays/WFL Reservoir Transfer Advisory.
- Environmental Restoration is completed. On monitor and maintenance schedule. Every 6 months until 2025.
- North Wetland Boundary (Southern Reservoir site) required by AEP to have live staking completed. Change Order to be issued to complete the work in the spring. - **Ongoing**
- Reservoir Substantial Completion - original schedule is October 31st, 2020.
 - 75 days over schedule.
- Total completion – Original Schedule, Dec 31, 2020. Anticipated schedule awaiting submission be PCL, but possibly May/June 2021. - **Ongoing**

-END-

January 28, 2021

File: 2017-3034.00.C.05.09

Stan Subert, C.E.T.
Project Manager
Thompson Infrastructure Ltd.
PO Box 4300, 411 South Avenue
Spruce Grove, AB
T7X 3B5

**Re: SMOKY LAKE TO BELLIS - CONTRACT 1
CERTIFICATE OF TOTAL PERFORMANCE**

Dear Stan:

We enclose the Certificate of Total Performance issued in accordance with the General Conditions and the provincial lien legislation.

There are no outstanding deficiencies or defects to be rectified.

The effective date of the Certificate will also be the start of the 2-year Warranty Period for Work that was completed by that date and after the issuance of the Substantial Performance Certificate. Therefore, all items completed by the date of the Substantial Completion Certificate, January 21, 2020, will be warrantied until January 21, 2022. All work completed after January 21, 2020 and before September 29, 2020, date of the Total Performance Certificate, will be warrantied until September 29, 2022.

Yours truly,



Ryan Krausher, P. Tech (Eng), PMP
Manager, Technical Services

RK/cb

Enclosure

cc: Brenda Adamson (Hwy 28/63)
Gene Sobolewski (CAO, Smoky Lake County)

Dave Franchuk (Hwy 28/63)
Patti Priest (Hwy 28/63)

CERTIFICATE OF TOTAL PERFORMANCE

For the purposes of the Builders Lien Act, we certify that the following contract was substantially performed on January 21, 2020, and total performance completed on September 29, 2020.

Location of Project:

From the Booster Station in Smoky Lake, Alberta, along Township Road 593 and 42 Avenue up to the Alberta Iron Horse Trail Corridor, following this trail through the town of Smoky Lake. Then, continuing along the Iron Horse Trail, adjacent to Highway 28, up to Bellis, Alberta.

General Description of Project:

EXPANSION TO SERVICE WHITEFISH LAKE FN #128
CONTRACT NO. 1 - SMOKY LAKE TO BELLIS

Project Work included in Certificate:

Approximately:

- 22.4km of 250 mm diameter HDPE waterline, including all crossings, installed by horizontal directionally drilled methods and 4.2km of 250 mm diameter HDPE waterline installed by Spider Plow.
- 4 Tie-In Connections: Smoky Lake Pump Station, Edward Booster Station, Bellis Truckfill, Bellis to Whitefish Pipeline.
- Valves, Air Relief Chambers, Blow Off Assemblies, and appurtenances.
- Utility Crossings including local gas, power, sewer and water, regional waterlines, high pressure gas lines, local roads and private property.
- Wetland, water body, creek, and environmentally sensitive area crossings.

Contractor:

Thompson Infrastructure Ltd.
PO Box 4300, 411 South Avenue
Spruce Grove, AB, T7X 3B5

Owner:

Highway 28/63 Regional Water Services Commission
4612 McDougall Drive
Smoky Lake, Alberta, T0A 3C0

Payment Certifier:

Associated Engineering Alberta Ltd.
500, 9888 Jasper Avenue
Edmonton, Alberta, T5J 5C6



Ryan Krausher, P. Tech (Eng), PMP
Manager, Technical Services

Signature

January 28, 2021

File: 2017-3034.C.05.09

Mark Schwab, R.E.T., P.L. (Eng)
General Manager
Glen Armstrong Construction Ltd.
8122 102 Avenue
Peace River, AB
T8S 1M6

**Re: BELLIS TO WHITEFISH - CONTRACT 2
CERTIFICATE OF TOTAL PERFORMANCE**

Dear Mark:

We enclose the Certificate of Total Performance issued in accordance with the General Conditions and the provincial lien legislation.

There are no outstanding deficiencies or defects to be rectified.

The effective date of the Certificate will also be the start of the 2-year Warranty Period for Work that was completed by that date and after the issuance of the Substantial Performance Certificate. Therefore, all items completed by the date of the Substantial Completion Certificate, January 25, 2020, will be warrantied until January 25, 2022. All work completed after January 25, 2020 and before June 30, 2020, date of the Total Performance Certificate, will be warrantied until June 30, 2022.

Yours truly,



Ryan Krausher, P. Tech (Eng), PMP
Manager, Technical Services

RK/cb

Enclosure

cc: Brenda Adamson (Hwy 28/63)
Gene Sobolewski (CAO, Smoky Lake County)

Dave Franchuk (Hwy 28/63)
Patti Priest (Hwy 28/63)

CERTIFICATE OF TOTAL PERFORMANCE

For the purposes of the Builders Lien Act, we certify that the following contract was substantially performed on January 25, 2020, and total performance completed on June 30, 2020.

Location of Project:

Bellis, Alberta to Range Road 130, along the Alberta Iron Horse Trail Corridor, Adjacent to Highway 28. Then, from Highway 28 to Whitefish Lake First Nation #128 Boundary along Range Road 130.

General Description of Project:

EXPANSION TO SERVICE WHITEFISH LAKE FN #128
CONTRACT NO. 2- BELLIS TO WHITEFISH

Project Work included in Certificate:

Approximately:

- 37 km of 250/300/350 mm diameter HDPE waterline including all crossings, installed by horizontal directionally drilled method.
- Three Tie-In Connections: Smoky Lake to Bellis Pipeline, Vilna Cross Connect, RR130 Cross Connect.
- Valves, Air Relief Chambers, Blow Off Assemblies, and appurtenances.
- Utility Crossings including local gas, power, sewer and water, regional waterlines, high pressure gas lines, local roads and private property.
- Wetland, water body, creek, and environmentally sensitive area crossings.

Contractor:

Glen Armstrong Construction Ltd.
8122 102 Avenue
Peace River, AB
T8S 1M6

Owner:

Highway 28/63 Regional Water Services Commission
4612 McDougall Drive
Smoky Lake, Alberta, T0A 3C0

Payment Certifier:

Associated Engineering Alberta Ltd.
500, 9888 Jasper Avenue
Edmonton, Alberta, T5J 5C6



Ryan Krausher, P. Tech (Eng), PMP
Manager, Technical Services

Signature



SMOKY LAKE COUNTY

Minutes of the **Joint Health & Safety Committee Regular Meeting** held on Thursday, **January 21, 2021** at 8:02 A.M. held virtually through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Chairperson, Kyle Schole, in the virtual presence of the following persons:

	<u>Name</u>	<u>Position/Title</u>	<u>Attendance</u>
Staff Members:			
Ag. Service Board	Amanda Kihn	Assist. Ag. Fieldman	Absent
Parks & Recreation	Ray Soch	Laborer	Virtually Present
Public Works	Eddy Pirzek	Mechanic	Virtually Present
Public Works	Hank Kwasnycia	Laborer	Absent
Administration	Patti Priest	Leg. Services Clerk / Rec. Sec.	Virtually Present
Enviro. Operations	Terry Bodnar	Water, Wst. Wrt. & Waste Tech.	Absent
Fire Protect. Svcs.	Spencer Kotylak	Deputy Fire Chief	Absent
Public Works	Doug Cherniwchan	Truck Driver	Absent
Public Works	Kirstin Watamaniuk	Scale Operator	Virtually Present
Planning & Development	Kyle Schole	Planning & Dev. Assistant	Virtually Present
Natural Gas	Will Gray	Natural Gas Operator	Virtually Present
Communications	Evonne Zukiwski	Communications Tech	Virtually Present
Enviro. Operations	Lorne Fedirchuk	Water, Wst. Wrt. & Waste Tech.	Absent
Smoky Lake Region - RCDC	Michelle Wright	Community Ec. Dev. Officer	Virtually Present@8:33am
Management Members:			
Public Works	Bob Novosiwsky	Road Foreman	Absent
Natural Gas	Daniel Moric	Manager	Virtually Present
Enviro. Operations	Dave Franchuk	Manager	Absent
Public Works	David Kully	Shop Foreman	Virtually Present
Public Works	Doug Ponich	Manager	Virtually Present
Bylaw Enforcement	Ed English	Peace Officer/Rec. Manager	Virtually Present
Fire Protect. Svcs.	Scott Franchuk	Fire Chief	Virtually Present
Ag. Service Board	Carleigh McMullin	Agricultural Fieldman	Virtually Present
Planning & Development	Jordan Ruegg	Manager	Virtually Present
Non-Voting:			
Elected Official	Lorne Halisky	Councillor	Virtually Present
Administration	Gene Sobolewski	CAO	Virtually Present@8:13am
Administration	Lydia Cielin	Assistant CAO	Virtually Present
Elected Official	Craig Lukinuk	Reeve	Absent
Elected Official	Johnny Cherniwchan	Councillor (Alternate)	Virtually Present
Safety	Trevor Tychkowsky	Safety Officer	Virtually Present

Agenda:

32-21: Jordan Ruegg That the Joint Health & Safety Committee Meeting Agenda for Thursday, January 21, 2021, be adopted, as presented.

Carried Unanimously.

Minutes:

Minutes of the Joint Health & Safety Committee Regular Meeting

33-21: David Kully That the Minutes of the Joint Health & Safety Committee Regular Meeting held on Thursday, December 17, 2020, be adopted as presented.

Carried.

Old Business:

Main Office Mould Sampling and Indoor Air Quality

34-21: Daniel Moric That the Joint Health & Safety Committee acknowledge results of the report prepared by SDI GROUP, of Nisku, Alberta, titled: Mould Sampling and Indoor Air Quality, dated January 4, 2021, in respect to testing the County's Main Office building and recommending the ventilation system be cleaned and then retest mould samples and indoor air-quality once completed.

Carried.

Training Updates:

Training Updates for the period December 17, 2020 to January 21, 2021

35-21: Eddy Pirzek That the Joint Health & Safety Committee acknowledge there was no training completed for the period December 17, 2020, to January 21, 2021.

Carried.

Gene Sobolewski, Chief Administrative Officer, virtually joined the meeting, time 8:13 a.m..

Incident Command System (ICS) Training

The Safety Officer provided a verbal update on Incident Command System (ICS) training, which included the following points:

- Municipalities are required to have training and be prepared.
- Alberta Saskatchewan Incident Support Team (ASIST) is working on obtaining grant funding and organizing training for all, for free.

Mandatory Training for Health & Safety Committee Representative

36-21: Jordan Ruegg

That the Joint Health & Safety Committee members complete the Government of Alberta's Mandatory Training for Health & Safety Committee Representatives, as required and available online through Alberta Municipal Health and Safety Association (AMSHA).

Carried.

Michelle Wright, Community Economic Development Officer, virtually joined the meeting, time 8:33 a.m.

New Business:

Safety Policy Statement No. 06-01-02: Workplace Violence and Harassment Directive

37-21: Patti Priest

That the Joint Health & Safety Committee adopt the revised Safety Policy Statement No. 06-01-02: Workplace Violence and Harassment Directive, as follows:

Title: Workplace Violence and Harassment Directive		Policy No: 01-02
Section: 06 Workplace Violence	Code: P-I	Page No. 1 of 2
Legislative Reference: Occupational Health & Safety (OH&S) Act, Regulations & Code		
Policy Statement and Guidelines:		
<p>To: All employees, contractors, consultants, members of Council, administrative staff, other municipal employees and to a limited extent, members of the public.</p> <p>Smoky Lake County recognizes the potential for violence and harassment within the workplace, and will not tolerate behavior from anyone who intimidates, threatens, harasses, abuses, injures or otherwise victimizes employees, and the County will take appropriate steps to protect employees from the potential hazards associated with workplace violence. The County is committed to providing employees with an appropriate level of protection from the hazards associated with workplace violence and harassment.</p> <p>Management Responsibilities</p> <ol style="list-style-type: none"> 1. Inform employees if they are working in an area where there is a potential for violence or harassment and identify any risks that are specific to that area, only disclosing the minimum amount of personal information needed to inform employees of a specific or general threat of violence or harassment or potential violence or harassment. 2. Ensure that appropriate procedures are in place to minimize the risk to our employees from violence and harassment. 3. Ensure that employees are trained in: <ol style="list-style-type: none"> 3.1 the recognition of violence and harassment. 3.2 the policies, procedures, and workplace arrangements that effectively eliminate or control violence and harassment. 3.3 the appropriate response to violence and harassment, including procedures for obtaining assistance, and 3.4 the procedures for reporting, investigating, and documenting incidents of violence and harassment. 4. Commit to eliminating the hazard of violence and harassment, or if the hazard cannot be eliminated, then commit to mitigate the hazard to protect the employee. 5. Investigate all incidents of violence and harassment and take corrective action to address the incidents. 6. Not disclose the circumstances related to an incident of violence and harassment or the names of the complainant, the individual alleged to have committed the violence or harassment, and any witnesses, except where necessary: <ol style="list-style-type: none"> 6.1 to investigate the incident or to take corrective action. 6.2 to inform the parties involved in the incident of the results of the investigation and corrective action taken. 6.3 to inform employees of a specific or general threat of violence or harassment or potential violence or harassment, or 6.4 as required by law. 		

Title: Workplace Violence and Harassment Directive		Policy No: 01-02
Section: 06 Workplace Violence	Code: P-I	Page No. 2 of 2

Policy Statement and Guidelines:

Management Responsibilities: *Conti.*

7. Recognize that this policy is not intended to discourage an employee from exercising rights pursuant to any other law.
8. Offer support to employees who are affected by an incident of violence or harassment.
9. Ensure that an employee reporting an injury or adverse symptom resulting from an incident of violence or harassment is advised to consult a health professional (of the employee's choice) for treatment or referral.

Employee Responsibilities

1. Employees are required to be familiar with and follow the policies and procedures that are in place to protect them from workplace violence and harassment.
2. All employees must participate in the instruction of workplace violence and harassment prevention plan.
3. Employees must report all incidents of workplace violence and harassment to their supervisor or Safety Officer.
4. Employees are also responsible for participating in work site hazard identification, assessments and implementing controls and procedures to eliminate or control the associated hazards, in accordance with **Smoky Lake County Safety Policy Manual "Hazard Assessment" - Policy Statement No. 03-03: Hazard Assessment Checklist.**

No employee can be penalized, reprimanded or in any way criticized when acting in good faith, while following the policy and procedures for addressing situations involving workplace violence and harassment.

Signed: _____ Date: _____
Chief Administrative Officer

Carried.

Carleigh McMullin, Agricultural Fieldman, left the meeting, time 8:57 a.m.

Internal Safety Audit Report

38-21: Dave Kully

That the Joint Health & Safety Committee acknowledge the "Documentation Only" Certificate of Recognition (COR) Maintenance, Internal Safety Audit Report prepared by the Safety Officer and submitted on December 31, 2020, to the Alberta Municipal Health and Safety Association, meets scoring requirements to pass with an overall score of 353/465 (76%).

Carried.

Incidents:

Incidents for the period between October 21, 2020 to November 19, 2020

39-21: Eddy Pirzek

That the Joint Health & Safety Committee acknowledge there were **three incidents** for the period of December 17, 2020 to January 21, 2021:

1. No injuries occurred when a worker cut an arched tree which sprang sideways and swept their feet out from under them, knocking them over with no injuries, this incident was classified as a near miss – recommendation is to be aware of surroundings and potential hazards.
2. A public vehicle pulled off the road too far and went into the ditch when the County unit plowing the road was oncoming, it was determined the County unit was in proper working order and on the correct side of the road; the operator offered to help pull the person's vehicle out, to which, they declined; this incident was classified as a near miss property damage – recommendation is to not offer any assistance without managerial approval for liability reasons.
3. The County's Additional Named Insured: Friends of the Vilna Pool Hall Society, had an incident where a member of the public drove into the front of the Pool Hall in Vilna, damaging the front of the building and their vehicle, this incident is not directly a County incident.

Carried.

Committee Member Reports:

Public Works Shop Foreman – Dave Kully

- Everyone at the shop is still healthy, no one is off sick due to COVID-19
- Hoist repairs have been completed December 22, 2020.
- During December 19 to 22, 2020 the upstairs shop flooring was replaced walls were painted.
- The shop apprentice mechanic is currently attending school until end of February 2021.
- Addressing icy conditions around shop because of warmer weather.

Public Works Road Foreman – Bob Novosiwsky

- No report.

Public Works Manager – Doug Ponich

- Keeping the roads clear, sanding and salting icy areas, and continuing tree removal from the windstorm.

Public Works Staff - Doug Cherniwchan, Kirstin Watamaniuk, Eddy Pirzek

- No report.

Main Office Staff – Patti Priest

- Continuing to work from home unless my physical presence is required for operational effectiveness.
- Remember, if you are working from home, please complete the “Office Ergonomics Course & Online Self-Adjustment Tool” through AMHSA which you can complete for free until March 31, 2021 and help prevent musculoskeletal injuries.

Planning & Development Staff – Kyle Schole

- Big kudos to Trevor & Public Works for the great work on getting the parking lots ship-shape after the big rainy snow recently, as well as the very Fire Services Dept. over the Christmas break.
- Virtual meetings are continuing. Though we would have preferred to be doing more in-person public participation, we must comply with Health Orders.

Planning & Development Manager – Jordan Ruegg

- Nothing further to report.

Communications Technician – Evonne Zukiwski

- If you are working with anyone with known allergies who carries an epi pen, be aware of where it is and how to use it in the event of an emergency.

Community Economic Development Officer – Michelle Wright

- Nothing to report.

Natural Gas Department Manager – Daniel Moric

- New fire-retardant coveralls will be ordered for the employees this month.

Environmental Operations Department Manager – Dave Franchuk

- Continuing to assure all our sites are accessible and trying to prevent icy surfaces.
- In the process of minor changes towards the rigging at our sewage lift station to avoid confined space issues while working on our pumps.

Environmental Operations Water & Wastewater Operator – Terry Bodnar

- Nothing further to report.

Bylaw Enforcement Officer / Parks and Recreation Manager – Ed English

- Cutting trees at the lakes and shoveling and de-icing areas as needed.
- Keep wearing masks.

Agricultural Service Board (ASB) Ag Fieldman – Carleigh McMullin

- Carleigh & Amanda continue to work from home as much as possible as per Provincial regulations.
- When working from home ensuring proper ergonomics and take breaks. Go outside to get fresh air, and movement in your day.
- Working on Explosives Mag License renewal – due to COVID-19 Natural Resources Canada will not be completing an in-person inspection of the mag this year so are requiring additional information: updated security screening of personnel with access, current photos of the inside and outside of the mag, scans of current inventory, and proof of alarm system). Updated evacuation map, key control plan and mag security plan – if Trevor would like copies let me know.

Fire Protective Services, Fire Chief – Scott Franchuk

- No new members tested positive for Covid-19 as of January 14, 2021.
- Both members that had Covid-19 have recovered and are back to active duty.
- 1 member came forward with mental health issues and is receiving professional help.
- With the spike in cases in the region 2 new Covid-19 protocols were written and forward to the member to read and follow:
 - PPE required when dealing with positive Covid-19 cases,
 - What is required from the members to stay out of quarantine after dealing with covid-19 exposures.
- Continuing to build Covid-19 response kits for the members.
- With winter conditions looking at options of PPE to fit over firefighting bunker gear is possible.
- *Past week mental health two attempted suicide one successful*
- *AFFRACS Down 630-1030 Monday morning*

Chief Administrative Officer – Gene Sobolewski

- Ensure that all staff are aware of what Personal Protective Equipment (PPE) they should be utilizing and that it is available and/or issued to them, such as high-visibility wear and hardhats.
- Be diligent in wearing your PPE.

Assistant Chief Administrative Officer – Lydia Cielin

- No Report.

Council Representative, Division Four – Lorne Halisky

- Theft in the region continues so please continue to ensure vehicle/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- Winter season is here and brings with it, colder temperatures so please ensure your vehicles/equipment whether County owned or personal are winter ready and always remove all snow, slush etc. from your windows, lights, and mirrors etc.
- The COVID-19 cases continue to increase in our region and as a result this brings the frequency, probability and severity higher so please continue to do your part to ensure your and others health/safety by social distancing, wearing PPE (masks, face shields, gloves), washing your hands more frequently etc. when necessary and most importantly follow the County COVID-19 guidelines and stay home if you are feeling ill.
- With the current COVID-19 pandemic continuing, post-holiday season and winter months with less sunlight etc. brings added stress so please ensure to look after yourself with adequate rest, medical appointments etc.
- With the cold and warm temperatures brings snow and icy conditions so ensure you are wearing proper clothing and footwear, watch your footing at all times and remedy snow covered and slippery areas if need be.
- Please continue to drive to the road conditions and report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works.
- Please keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.

Council Representative, Division Two – Johnny Cherniwchan

- Nothing further to report.

Safety Officer – Trevor Tychkowsky

- Working on online training for staff
- Doing more education to staff on proper footwear on job sites
- Will do in person training once the restrictions are off.
- Completed audit and just finishing off corrections.
- Completing year end.
- COVID # are on the way down.
- Be aware of icy conditions.
- Be aware mental health issues and ergonomics at home.

Committee Member Reports

40-21: Doug Ponich That the Joint Health & Safety Committee Member Reports, as of January 21, 2021, above, be accepted for information.

Carried.

Correspondence:

Alberta Municipal Health and Safety Association (AMHSA), Newsletter: January 2021

41-21: Dave Kully That the Joint Health & Safety Committee accept the Alberta Municipal Health and Safety Association (AMHSA), Newsletter, dated January 2021, for information.

Carried.

Government of Alberta, Website Information: Current Workplace Health Measures

42-21: Jordan Ruegg That the Joint Health & Safety Committee accept for information, the Government of Alberta, website information: Current Workplace Health Measures, in respect to the COVID-19 pandemic, with measures including mandatory masks indoors and “mandatory working from home unless the employer requires a physical presence for operational effectiveness”, which came into effect December 13, 2020.

Carried.

Date and Time of Next Meeting:

43-21: Evonne Zukiwski The next Joint Health & Safety Committee Meeting be scheduled for **Thursday, February 18, 2021 at 8:00 a.m.** and **Thursday, March 18, 2021 at 8:00 a.m.** to be held virtually and/or in County Council Chambers.

Carried.

ADJOURNMENT:

44-21: Schole The Joint Health & Safety Committee Meeting of January 21, 2021, be adjourned, time 9:26 a.m.

N.E. Muni-Corr Report -- February 8, 2021

Draft Bylaw Changes

- Administration presented a revised draft bylaw with changes based on discussions with RC Strategies Inc. and Riverland Trail Society. The three significant changes are:
 - a) Allowing all off-highway vehicles, including off road and dual sport motorcycles, with a width of 72" or less.
 - b) Adding a definition for "multi-use" which states the trail is restricted to snowmobiles and non-motorized the rest of the months.
 - c) Adding a definition for "camping" and establishing a permit for non-motorized users. There is still some discussion about whether or not to allow all tracked units during the winter months. RRTS has a meeting with RC Strategies Inc. and the Alberta Snowmobile Association this coming week to discuss the pros and cons. It was recommended the language and definitions in the bylaws match those in the policies. A final draft will be brought back for the March meeting. If the Board approves them, they will be sent to the Municipalities for their approval and ask they be sent back to us by May 10th.

Policies:

- a) **2021-09 Fee Schedule**
 - Administration presented the Fee Schedule Policy and the Committee recommendations included in the attached fee schedule and was approved as presented.
- b) **2021-11 Agreement**
 - Administration presented the Agreement policy and was approved as presented.
- c) **2021-12 Approach & Driveway Access**
 - Administration presented the Approach & Driveway Access Policy and was approved As presented.

NEXT MEETING

- The next regular Board Meeting for N.E. Muni-Corr Ltd. Is scheduled for Monday, March 8th at 10;00 am via ZOOM.

N.E. MUNI-CORR LTD.



FEE SCHEDULE POLICY			
Policy #	Effective Date	Supersedes Policy	Policy Accountability
2021-09	February 8, 2021	None	N.E. Muni-Corr Ltd. Board
Policy Approver	Policy Approved	Next Review Date	Amendment Dates
N.E. Muni-Corr Ltd. Board	February 8, 2021	<u>November 8, 2021</u>	

Policy Objective:

N.E. Muni-Corr Ltd. has a large land base with many industry and utility right of way crossings, municipal road, and utility crossings as well as driveways, approaches and grazing leases with adjacent landowners within the right of way. To preserve the lands for future generations, management of the lands needs to be done in an organized and diligent manner which requires resources and staff.

Scope

This policy applies to all requests and Agreements.

Policy Statement(s)

N.E. Muni-Corr Ltd. has developed and implemented a fee structure applicable to all its Agreements. The Board reviews the fee structure annually.
Attachment 2020-09A

Policy Definitions

Right of way: The 99 foot right of way which is the abandoned CN rail line, owned by N.E. Muni-Corr Ltd., running through northeast Alberta from Waskatenau to Heinsburg and a section from Abilene Junction to Cold Lake.

N.E. MUNI-CORR LTD.



FEE STRUCTURE POLICY – ATTACHMENT 2021-09A			
Policy #	Effective Date	Supersedes Policy	Policy Accountability
2021-09	February 8, 2021	None	N.E. Muni-Corr Ltd. Board
Policy Approver	Policy Approved	Next Review Date	Amendment Dates
N.E. Muni-Corr Ltd. Board	February 8, 2021	November 8, 2021	

Agreement Type	Municipal Rate	Industry Rate	Landowner Rate	
Lease Agreement: Leasing out any lands that are not part of the 99 foot right of way. This includes Municipal leases for snow storage, waste bins, water treatment plants as well as organizations with warm up shacks or other assets like the Eco Centre and Pumpkin Park.	<ul style="list-style-type: none"> - One time Administration fee of \$250.00 - No annual fee. - Five-year renewable, non-transferrable term. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - \$0.05 cents per square foot, annually. - Invoice annually. - Five-year renewable, non-transferrable term. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - \$0.05 cents per square foot, annually. - Invoice annually. - Five-year renewable, non-transferrable term. 	W N
Temporary Licence of Occupation: Adjacent landowners' agreement for grazing livestock in the right of way.	N/A	N/A	<ul style="list-style-type: none"> - Annual base fee of \$150.00 per year. - Invoice annually. - Landowner pays the cost of four steel gates, texas gate and 	N

			<p>installation (starting with new installs).</p> <ul style="list-style-type: none"> - Three-year renewable, non-transferrable term. <p>Five-year phase out program</p>	
<p>Crossing Agreement: Municipality road crossings, industry if they don't have a UROW Agreement, adjacent landowners for driveways and approaches. and driveways.</p> <p>* The crossing, driveway or approach will be installed and maintained at the cost of the landowner as per agreement. Details for frequency, removal of debris, landscaping will be in the agreement.</p> <p>** Include in the agreement the right of the Municipality to clear and maintain a certain maximum distance on either side of the crossing for line-of-sight visibility at their cost, if needed.</p> <p>*** Include in the agreement the landowner will be responsible for the cost of signage and installation required on the right of way and future replacement costs. Signs and installation will be provided by RRTS or the Municipality.</p>	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - No annual fee. - Five-year renewable, non-transferrable term. <p>Did we decide if this was going to a one-time fee or payable each time the contract renews – every five years?</p> <ul style="list-style-type: none"> - Introduce a one-time (or once every term?) Administration Fee of \$250.00. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - No annual fee. - Five-year renewable, non-transferrable term. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - No annual fee. - Five-year renewable, non-transferrable term. 	N

**** Proof annually of liability insurance in the amount of 2 million.				
Utility Right of Way Agreement	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - No annual fee. - Five-year renewable, non-transferrable term. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - \$350.00 annually for 99-foot crossing. Additional footage will be at \$3.54 per foot per year. - Invoice annually. - Five-year renewable, non-transferrable term. <p>*Include in the agreement, no fee for access.</p>	N/A	<ul style="list-style-type: none"> - - - -
Standard Access Letter: Anyone needing access who: <ul style="list-style-type: none"> - Does not have a signed and current Utility ROW or Crossing Agreement. - Is not a non-profit organization, event or function planner and adjacent landowners. 	N/A	<ul style="list-style-type: none"> - Administration fee of minimum 1 hour at \$100.00 and \$50.00 for each additional hour. 	Track	N
Access Easement and Restrictive Covenant Agreement: Used for any paved sections of trail within the right of way.	<ul style="list-style-type: none"> - No annual fee - Must enter into a maintenance agreement. - Maximum five-year renewable term. 	N/A	N/A	N
Recommendations: Introduce a new agreement for instances when we let construction	<ul style="list-style-type: none"> - Agreement signed with permit holder. 	<ul style="list-style-type: none"> - Agreement signed with permit holder. 		<ul style="list-style-type: none"> - -

<p>companies use the staging areas or siding lands for lay down areas.</p>	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - Proof of liability insurance. - Penalty of \$250.00 for violating terms and conditions to be invoiced per incident. - Pre and post site visits. 	<ul style="list-style-type: none"> - One time Administration fee of \$250.00. - Proof of liability insurance. - Penalty of \$250.00 for violating terms and conditions to be invoiced per incident. - Pre and post site visits. - \$2,500.00 clean up deposit. 		<p>- - - -</p>
<p>Past Due Charges</p>	<p>N/A</p>	<p>1.5% monthly</p>	<p>1.5% monthly</p>	<p>1</p>

N.E. MUNI-CORR LTD.



AGREEMENT POLICY			
Policy #	Effective Date	Supersedes Policy	Policy Accountability
2021-11	February 8, 2021	None	N.E. Muni-Corr Ltd. Board
Policy Approver	Policy Approved	Next Review Date	Amendment Dates
N.E. Muni-Corr Ltd. Board	February 8, 2021	November 9, 2026	

Policy Objective:

N.E. Muni-Corr Ltd. has a large number of agreements it manages, and it is important to streamline administration and maintain control and continuity. All N.E. Muni-Corr Ltd. agreements have been vetted through our legal council.

Scope

This policy applies to all Agreements.

Policy Statement(s)

N.E. Muni-Corr Ltd. has the following agreements and will not enter into any third party or other entity's agreements for the same purpose:

- a) Riverland Recreational Trail Society Licence of Occupation Agreement
- b) Lease Agreement
- c) Temporary Licence of Occupation Agreement
- d) Crossing Agreement
- e) Utility Right of Way Agreement
- f) Access Letter
- g) Access Easement and Restrictive Covenant Agreement
- h) New agreement w/ construction companies

The N.E. Muni-Corr Ltd. Board has the flexibility to deal with and approve large, complicated, or one-off agreements prepared by other entities provided they are reviewed by our legal council.

All N.E. Muni-Corr Ltd. agreements will be reviewed every five years.

Policy Definitions

Right of way: The 99 foot right of way which is the abandoned CN rail line, owned by N.E. Muni-Corr Ltd., running through northeast Alberta from Waskatenau to Heinsburg and a section from Abilene Junction to Cold Lake.

N.E. MUNI-CORR LTD.



APPROACH AND DRIVEWAY POLICY			
Policy #	Effective Date	Supersedes Policy	Policy Accountability
2021-12	February 8, 2021	None	N.E. Muni-Corr Ltd. Board
Policy Approver	Policy Approved	Next Review Date	Amendment Dates
N.E. Muni-Corr Ltd. Board	February 8, 2021		

Policy Objective:

N.E. Muni-Corr Ltd. agrees to allow access to the right of way to accommodate adjacent landowners who own the land on both sides of the right of way.

Scope

This policy applies to all adjacent landowners.

Policy Statement(s)

- 1) Adjacent landowners must enter into a Crossing Agreement for:
 - i) agricultural purposes to install and maintain approaches to move farm implements or agricultural vehicles across the right of way to access land on either side.
 - ii) access to their property in the form of a driveway.

Policy Definitions

- 1) Right of way: The 99 foot right of way which is the abandoned CN rail line, owned by N.E. Muni-Corr Ltd., running through northeast Alberta from Waskatenau to Heinsburg and a section from Abilene Junction to Cold Lake.

NE Muni-Corr Ltd.

Budget to Actual as of January 31, 2021

Revenue	2021 Actual	2021 Budget	Variance
Utility Crossing Fees		19,641.00	19,641.00
Crossing Fees		1,000.00	1,000.00
Temporary License of Occupation Fees		110.00	110.00
Siding Leases		1,373.00	1,373.00
Sale of Land		30,000.00	30,000.00
Patronage Refunds		45.00	45.00
Miscellaneous Revenue		1,000.00	1,000.00
Wage Recovery		5,000.00	5,000.00
Interest Revenue	3.07	6,460.00	6,456.93
Total Revenue	3.07	64,629.00	64,625.93

Expenses			
Audit/Controller Fees		10,500.00	10,500.00
Administrative Coordinator		71,100.00	71,100.00
Land Appraisal Fees	-	-	-
Legal Fees		5,000.00	5,000.00
Insurance		10,400.00	10,400.00
Promotions/Advertising		500.00	500.00
Entertainment		1,000.00	1,000.00
Bank Charges	-	-	-
Contracted Services		4,150.00	4,150.00
Office Supplies		500.00	500.00
Repairs & Maintenance		5,000.00	5,000.00
Grants to Organizations	19,047.62	20,000.00	952.38
Rent		2,400.00	2,400.00
Memberships		200.00	200.00
Management/Travel Fees		3,000.00	3,000.00
GST Payable	312.03	1,500.00	1,187.97
Total Expense	19,359.65	135,250.00	115,890.35

Total Net Surplus/(Deficit)	(19,356.58)	(70,621.00)	(51,264.42)
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Bank Account/Term Deposit Balances

Savings Account	18,090.42		
Chequing Account	143,608.79		
GIC #30 (Matures June 16, 2021)	205,000.00	Accrued Interest	1,736.32
GIC #26 (Matures May 2021)	102,300.00	Accrued Interest	1,643.81
GIC #27 (Matures May 2022)	102,510.00	Accrued Interest	1,797.58
GIC # 31 (Matures Oct. 5 2021)	140,000.00	Accrued Interest	353.03
	<u>711,509.21</u>		<u>5,530.74</u>

National Nature Park «Hutsulshchyna» was established on May 14, 2002 on 32,271 hectares area. This is one of the largest parks in Ukraine. The creation of the national park was based on the lands of the State Enterprise «Kutsky Forestry» and the Regional Enterprise «Rayagrolis». According to this, National Nature Park «Hutsulshchyna» is a forest park and 98.9% of their territories are forest lands were 30069 hectares are growing forests. The NNP «Hutsulshchyna» forests has very diverse structure. The forests of all vertical-altitude vegetation strips of the Ukrainian Carpathians are growing in the park, from oak forests to spruce forests with the participation of mountain pine, Swiss pine and Siberian juniper. In terms of percentage beech forests are dominated (46.6%) in the park. On the second place are spruce forests (31%). Significantly less area has white fir (7.5%) and common oak (5.8%).

The forests of the park are quite heterogeneous in terms of age structure. Medieval age group forests are predominant (86.9%) and it has aged 50-70 years. Almost mature, mature and overmature forests are significantly fewer (8% each). Such a significant imbalance in the age structure is due to strong forest use and cutting forests in the 50s and 60s of the last century to rebuild the country after World War II. However, despite the significant use of nature in the past, unique virgin forests (458.1 ha) and old-growth forests (521.4 ha) have been preserved on the territory of NNP «Hutsulshchyna».

Of the species diversity in the ecosystem of the park, 879 species of vascular plants, 256 species of mosses, 154 species of lichens, 70 species of terrestrial aqueducts, 1147 species of fungi were found on the territory of NNP «Hutsulshchyna». The fauna is represented by 2293 species of living organizations, of which 1789 species of insects, 35 species of fish, 181 species of birds, 62 species of mammals. Of all this biodiversity, 109 species of animals and 83 species of plants and fungi are included in the Red Book of Ukraine, 402 species and habitats are included in the Berne Convention, 15 species of mammals and 66 species of birds included in the Bonn Convention, 67 species included in the Washington Convention, 378 species of flora 449 species of animals included in the IUCN red list. There are also 20 habitats on the territory of the park, which are included in the protection lists of the Green Book of Ukraine.

The purpose of establish the NNP is to preserve, reproduce and rationally use the typical and unique natural complexes of the Pokut Carpathians, which have important environmental, scientific, aesthetic, educational, recreational and health value. To achieve the purpose a number of tasks and responsibilities are assigned, one of which is the organization and implementation of research, monitoring of landscape and biological diversity, study of natural complexes and their changes in recreational and economic use, restoration of disturbed ecosystems, certain species flora and fauna by developing and implementing scientific recommendations.

During the functioning of NNP "Hutsulshchyna" on its territory and in its vicinity, employees of the research department of the park and scientists of other institutions have created a powerful monitoring network of scientific objects. Thus, on the territory of the NNP lay:

- network of permanent observation points (15 pcs.) of the first level of forest ecosystem monitoring

- network of permanent plots (10 pcs.) Second level monitoring of forest ecosystems, which gradually transformed into a complex permanent sample plots at which monitor the whole park biogeocenosis

- network of hydroposts: 5 for research of chemical composition of water and 5 for bioindication analysis

- a network of phenoposts (24 pcs.) and pheno-routes (3 pcs.) designed to monitor the phenophases of plant and animal development, climatic phenomena and etc;

- meteorological station for fixing climatic indicators

- a number of reproductive areas of rare species of plants and fungi (more than 50 objects)

At all these monitoring facilities, scientists of the NNP "Hutsulshchyna" carry out systematic research, descriptions and record all the necessary indicators.

The following equipment is needed for more effective monitoring of the state and development of forest ecosystems of the scientific department.

Age drill for trees Halgof Sweden 600 mm, Measuring fork Manta Precision Blue 800 Halgof Sweden, Laser altimeter rangefinder TruPulse 360B, Digital

stationary weather station (3 pcs.) Davis Instruments Vantage, Photo traps (5 pcs.) LinckEazi UML4E2-35U, CANON EOS M50 camera, High optical zoom lens for CANON EOS M50, Temperature and humidity recorder (10 pcs.) DT-171.

Prospects of cooperation:

1. exchange of different types of plants and seeds to replenish the dendrological collection of parks
2. exchange of experience in complex studies of forest biocenoses, including virgin forests
3. Exchange of experience in felling the transformation of derived stands and restoration of natural complexes on the example of the transformation of red oak (*Quercus rubra*) stands.
4. Exchange of experience in the organization of environmental management, environmental activities
5. Writing joint scientific publications of the introduction plants from North America in the Ukrainian Carpathians forests
6. Exchange of experience in the reproduction of rare species of fungi, plants and animals on the basis of the mycological laboratory and reproduction areas of NNP "Hutsulshchyna".

6.1



ALBERTA'S LAKELAND DESTINATION MARKETING ORGANIZATION

P.O. Box 874
St. Paul, AB T0A 3A0
Phone: 780-645-2913
Toll Free: 1-888-645-4155
Email: adventure@TravelLakeland.ca

INVOICE 2021-149

GST# 898939632

TO:
Smoky Lake County
Box 310
Smoky Lake, AB.
T0A 3C0

13-Jan-21

DESCRIPTION	PRICE	AMOUNT
Alberta's Lakeland DMO Membership		
\$.30 cents per capita / 2,459 population	737.70	737.30
Sub Total		737.30
GST	36.87	774.17
TOTAL		\$774.17

Please make cheques payable to: Alberta's Lakeland DMO

Thank You



[« All Events](#)

Emerging Trends in Municipal Law – Virtual

February 11

[« RMA Hospitality Suite 2020](#)

[Emerging Trends in Municipal Law – Virtual »](#)

Please note: This date is almost sold out, but additional space is available for our second Emerging Trends in Municipal Law on February 18, 2021. [Click here to register for the 18th](#)

A Legal Educational Seminar for Municipal Elected Officials & Employees of Municipalities Only.

Webinar to be held via Zoom

No cost to attend; topics will be the same on both days.

Legal Topics Will Include:

- Drafting and implementing Development Agreements in challenging times
- Municipal Management of Water Courses and Drainage
- Whose Line is it Anyway? New Law and the Best Practices to Manage the Line Between Municipal and Private Utilities
- COVID Liability for Occupiers: What you need to know
- Tax Incentives: Giving a little (or a lot) to grow the tax base
- Case Law and Legislative Update

- Bear Pit Question Session

[Click Here for the Agenda](#)

Date: Thursday, February 11, 2021

Time: 8:30am – Noon and 1:00pm – 3:30pm

Location: Online

[CLICK HERE TO REGISTER](#)

Event is by Invitation Only.

[+ GOOGLE CALENDAR](#)

[+ ICAL EXPORT](#)

Details

Date:

[February 11](#)

Website:

<https://2021emergingtrends-feb11.eventbrite.ca>

Organizer

Brownlee LLP

Phone:

780-970-5739

Email:

pthompson@brownleelaw.com

[« RMA Hospitality Suite 2020](#)

[Emerging Trends in Municipal Law – Virtual »](#)

UPCOMING EVENTS

Emerging Trends in Municipal Law – Virtual

February 11

Emerging Trends in Municipal Law – Virtual

February 18

[View All Events](#)



CYPRESS COUNTY

816 - 2nd Avenue, Dunmore, Alberta T1B 0K3

Phone: (403) 526-2888

Fax: (403) 526-8958

www.cypress.ab.ca

February 5, 2021

Office of the Premier
307 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB T5K 2B6

RE: Reopening the Economy

Dear Honourable Premier Jason Kenney:

Our Council appreciates the delicate balance you are trying to achieve in your decisions regarding the approach to reopening Alberta's economy. Preserving life must be your priority in these decisions, however we acknowledge that deaths from COVID-19 are not the only lives being lost due to this pandemic. This has been especially true in southeast Alberta.

We are asking the Government to take a regional approach when making decisions regarding the reopening of the economy, as mentioned in a recent press conference – those abiding by the rules are almost being penalized due to the actions of those who continue to disregard the rules and drive the restrictions. Those regions with lower case counts/hospitalizations would set an example for other regions and encourage them to follow the rules as proof that it can be done and will make a difference.

We recognize that you are allowing restaurants, pubs, bars, lounges, cafes, children's sport and performance in addition to indoor fitness to open on February 8th. However, many of the restrictions imposed in order to re-open will not provide the necessary income needed in many cases to make this viable from a revenue standpoint. You have stated that you are allowing businesses to re-open so that they can start to earn income once again. However, you stated at the announcement of the current restrictions that restaurants had requested they be closed so they could access government supports as household only dining was not providing the income they needed to be viable. Much of their income prior to the increased restrictions was a result of business meetings, limited cohort gatherings and liquor service. There are others that benefit from their pool tables, live music and VLTs. All of which can be done safely with the right protocols and restrictions in place.

As you may already be aware, some fitness facilities have gone to the length of creating semi-private spaces by putting up plexi-glass around workout stations to keep people safe while still allowing more than one person to use the gym at a time. Not all individuals who require fitness facilities require a personal trainer, just access to equipment. There is also a question as to why children's sport and performance can only be permitted in school activities and not outside of school as many of these children are part of teams that have the same cohorts in school. The same measures for school could be practiced in any team sports or performance and have been proven to work previously. Physical exercise has huge

benefits for mental health for adults and children, and needs to be accessible.

The continuation of increased restrictions has a massive cost financially and to human lives as outlined in "COVID-19: Rethinking the Lockdown Groupthink", by Ari R Joffe MD, FRCPC with the Stollery Hospital. In the paper Joffe states, " ... lockdowns are far more harmful to human health than COVID-19 can be." This is an opinion shared by various other physicians including the Great Barrington Declaration (gbdeclaration.org), a statement written by three public health experts from Harvard, Stanford and Oxford.

Governing during a pandemic is not an easy task by any means, and we appreciate the balance you are trying to maintain to protect our health and our healthcare system. Albertans are at their breaking point; livelihoods are on the line and greater consideration needs to be given in terms of how these steps could further be implemented to allow for the safety of individuals, but also ensure a balanced approach between lives, mental health, and livelihoods.

Sincerely,



Dan Hamilton, Reeve
Cypress County

cc. Drew Barnes, MLA Cypress-Medicine Hat
Michaela Glasgo, MLA Brooks-Medicine Hat
Glen Motz, MP Medicine Hat-Cardston-Warner
Town of Redcliff
City of Medicine Hat
Rural Municipalities of Alberta Members



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR104150

Dear Chief Elected Official:

I am pleased to invite your municipality to provide submissions for the 20th annual Minister's Awards for Municipal Excellence, which formally recognize excellence in local government practices and promotes knowledge-sharing among municipalities. These awards offer an opportunity to recognize the truly great work happening in local governments across Alberta.

For the 2021 program, submissions will be accepted in the following categories:

Partnership (open to all municipalities)

Award will be given for a leading municipal practice involving regional co-operation. This could involve consultation, co-ordination, and co-operation with other municipalities, agencies, non-profit organizations, community groups, and other orders of government. Submissions may be joint or individual, and consideration will be given to partnerships with formal agreements that ensure continuing co-operation and shared benefits.

Building Economic Strength (open to all municipalities)

Award will be given for an innovative initiative involving the municipality and business community that addresses a challenge affecting community economic strength.

Service Delivery Innovation (open to all municipalities)

Award will be given for an innovative initiative that improves the delivery or reduces the cost of a program or service through a more efficient process or through an alternate delivery approach.

Enhancing Community Safety (open to all municipalities)

Award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.

Smaller Municipalities (open to municipalities with populations less than 5,000)

Award will be given for a municipal initiative that demonstrates leadership, resourcefulness, and/or innovation to better the community.

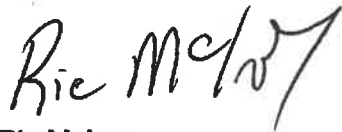
.../2

Further details about eligibility and submission requirements are available on the Minister's Awards for Municipal Excellence website at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is March 31, 2021.

Should you have any questions regarding this program, please contact the Municipal Excellence Team, at 780-427-2225 or municipalexcellence@gov.ab.ca.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive style with a large, sweeping flourish at the end.

Ric McIver
Minister



January 20, 2021

Smoky Lake County
PO Box 310
Smoky Lake, AB T0A 3C0

Attn: Reeve and Council

RE: Need for a Stronger Western Canadian Municipal Advocate

The past few years have presented convincing evidence of the continued lack of advocacy and blatant disregard at the federal level for Western Canada's needs and one of its highly significant industries that impacts us all: the natural resources industry. Our Council here at the Municipal District of Bonnyville (M.D.) is beyond frustrated with this lack of effective representation that Western Canadian municipalities receive.

Currently, our only voice at the national table is that of the Federation of Canadian Municipalities (FCM). From their website, FCM states they "...advocate for municipalities to be sure their citizens' needs are reflected in federal policies and programs. Year after year, our work benefits every municipal government and taxpayer in Canada, and our programming delivers tools that help municipalities tackle local challenges."

- Question:** Do you feel that FCM advocates for the needs of your municipality or western Canada?
- Question:** Does the annual FCM Conference agenda/tours provide relevant value for your municipality?
- Question:** Are the needs of western Canada different than those of eastern Canada, and if so, is it time we entertain the idea of a WCM (Western Canadian Municipalities)?

To their credit, FCM did add a Western Economic Solutions Taskforce as one of their 15 program areas. Unfortunately, this initiative – which was created to mitigate the genuine alienation and hostility western Canadian municipalities experienced at the 2019 FCM Annual Conference held in Quebec City – has not produced any real results.

Our hope is that this letter will spark the much-needed conversation and potential solution to this long-standing issue. We sincerely request that you and your Council take the time to truly reflect on the level of service you are receiving from your current federal advocate. Are they truly the federal voice advocating for your citizens and your municipality?



The M.D. and many other communities across Alberta and western Canada are proud supporters and partners of the oil and gas industry. We wish to be a part of a solution that supports industry competitiveness rather than be forced to absorb Ontario's and Quebec's concepts of crippling changes that impact our municipal sustainability.

Thank you in advance for your Council's reflection on this topic and we look forward to hearing any feedback you may have.

Yours sincerely,

Greg Sawchuk
Reeve

cc: Mr. Barry Morishita, President, Alberta Urban Municipalities Association
Mr. Paul McLauchlin, President, Rural Municipalities of Alberta

/eq

Jackie Jarema

Box 969
Smoky Lake, AB T0A 3C0
fastgirl44@live.ca

February 3/2021

To the Smoky Lake County Council,


I am submitting my request to you for a microsite on behalf of Hanmore & Island lake Campgrounds.

Over the years the campgrounds have grown immensely popular. Having said that, the reservation system I have in place for the last 6 years is just not sufficient. On opening day the phone lines are so busy that the calls drop, Making this very stressful & frustrating for myself and my campers trying to place a reservation.

I believe that having an online reservation page would benefit the camper, myself, and the Smoky Lake County as this will make the reservation process easier and user friendly, In return having more sites booked with a higher yearly income.

Thank you in advance for your time & consideration.

Sincerely



**take
the
initiative**

2021 CPAA
VIRTUAL CONFERENCE
MAY 3rd - 5th

EXPLORING INNOVATIONS & RESILIENCY
IN COMMUNITY PLANNING



2021 ANNUAL PLANNING CONFERENCE & EDUCATION SESSION

REGISTRATION FORM

Delegate First Name:

Delegate Last Name:

Delegate Title / Position:

Delegate Email:

(Note: When registering more than one delegate, please provide complete list of all delegates including first name, last name, title / position when submitting registration form)

Organization:

Contact Name For Invoicing and Payment Matters:

Contact Individual Email:

Contact Individual Phone:

Address:

City:

Postal Code:

Conference registration fee includes: Half day Education Session, Regular Conference Sessions and, access to recorded Conference Sessions following the Conference. Access and login credentials to the Virtual Conference Website will be sent to each paid delegate via email information provided at least two weeks prior to the start of the conference.

CONFERENCE REGISTRATION

- Conference Registration Fee: \$200.00 for CPAA members
- Registration Fee: \$325.00 for non-members
- Registration Fee included with Sponsorship - If yes, please indicate sponsorship level
- Student Registration Fee: \$50.00 Students must be current members of CPAA.

Full-time students please indicate Institution:

Total Amount Owning:

Payment Enclosed Payment to Follow Invoice

GST is not applicable. Credit card payment is not available. However, payment may be made by e-transfer, direct deposit or by cheque, made payable to Community Planning Associate of Alberta.

Cancellation Policy: There will be no refunds, but you may transfer the registration to another person, or conference and/or education session to another individual with the same organization.

Please complete the form and return with payment to:

CPAA Office

**205 - 10940, 166A Street NW,
Edmonton, AB
T5P 3V5**

**P | 780-432-6387
E | cpaa@cpaa.biz**

Privacy Statement: The CPAA collects personal and commercial information under the Personal Information Protection Act. The use of personal information provided to the CPAA is limited to the purposes of conference administration and to future CPAA outreach and communications to CPAA members, non-members and conference attendees.

PRELIMINARY CONFERENCE PROGRAM

The upcoming conference is themed “**Take the Initiative! Exploring Innovations & Resiliency in Community Planning**”. This theme was chosen to explore and celebrate the innovations and new directions that are being advanced in community planning in Alberta and beyond. CPAA wishes to provide a collaborative space to allow planners, administrators, and elected officials to see what other groups are trying out and to learn from current innovations in planning. Join us!

Conference registration information can be found at <https://www.cpaabiz/content/2021-cpaabiz-virtual-conference>

May 3rd MONDAY

EDUCATION SESSION

Rural Destinations Do It Differently

10 Steps to Becoming a Place People Want to Visit

Chris Hughes

BC Hughes

A deep dive into why being different is your greatest asset. In a world of homogenization, box stores, retail strips, and fast food, the travel market is shifting and looking for more intimate and real experiences. Learn how to uncover your greatest strengths and mobilize them into possibly the next-big-thing.

Chris has a special gift. He sees opportunities to make people smile and is driven by the little things that make businesses and destinations fun and memorable. All of those things that surprise someone and make them want to capture the moment are paramount to his way of thinking.

An outside the box kind of guy, Chris has a ton of experience working with tourism regions and destinations, building visitor experiences, strategies and touring routes, as well as working with private and public attractions, destination marketing organizations, mom and pop resorts, campgrounds and motels.

MAIN CONFERENCE

KEYNOTE

Live-Work-Play'd Out

The New Era of Recruitment & Retention

Chris Hughes

BC Hughes

PLENARY

Intergovernmental Relationship Building

AUMA & RMA Updates

Barry Morishita, *AUMA President*

Paul McLauchlin, *RMA President*

CONFIRMED SESSIONS

Cochrane On-demand Local Transit (COLT)

A Demand Driven Approach to Transit

Devin LaFleche

Town of Cochrane

Drone Technologies

Village of Foremost & additional examples

Doug Hanna

Foremost UAS Test Range

May 4th TUESDAY

CONFIRMED SESSIONS

Valleyview Passive House Town Hall
Comfortable, Affordable and Sustainable

Ben Berlinguette, *Town of Valleyview*

Oscar Flechas, *Architecture*

Municipal Leadership in Stormwater Resilience

Marissa Koop, *B&A Planning Group*

Jennifer Massig, *Magna Engineering*

Social Procurement

Innovative procurement ideas to help support local economies & provide positive impacts on the world

Tim Coldwell, *Chandos Construction*

David LePage, *Buy Social Canada*

LUNCH TIME CPAA AGM

CONFIRMED SESSIONS

Innovations in Aquatics Wastewater Treatment
Constructed Floating Wetland Pilot Project & Solar Aquatics Plant

Brazeau County

Municipal Boundary Battles
Annexations in Alberta

Sandeep Agrawal,
*School of Urban and Regional Planning,
University of Alberta*

Uproot Food Collective
Innovative food production program in Alberta

Allen Yee,
Uproot Food Collective

Adaptive Planning & Engagement Processes
Planning and public engagement in a pandemic world – what works and what may continue into the future?

Bridget Honch & Tamiile Beynon,
B & A Planning Group

PLENARY

A Legal Update

Marny Paul & Lorne Randa,
Brownlee LLP

May 5th WEDNESDAY

CONFIRMED
SESSION

Balancing Regulation and Economic Development
The Dreaded Land Use Bylaw

Nick Pryce
V3 Companies of Canada

PLENARY

Thriving, Not Surviving
Community Building Through School Revitalization

Kevin Van Lagen, M. ED.
Principal of Altario and Consort Schools

CLOSING

February 2021



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 R09-21	3 R10-21	4	5 R11-21 R12-21	6
7	8	9	10	11	12	13
14	15	16 R13-21 R14-21	17	18 R15-21	19	20
21	22	23	24	25	26	27
28						

Policy Statement: 01-28-01

Regular County Council Meeting:
Issue for Information and Information Releases

PROFESSIONAL DEVELOPMENT:

1

READING FILE:

R09-21 - Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) - Nathalie Brunet, Special Director of Facilities, United Albertan Paddling Society, dated January 27, 2021/ Maggie Davison, Interim Chief Administrative Office, Explore Edmonton, dated January 25, 2021/Alanna Hnatiw, Mayor, Sturgeon County, dated February 6, 2021/ Lorne Young, Mayor, Town of Elk Point, dated January 25, 2021. **A**

R10-21 - Aspen View Board Highlights - November 19, 2020. **F**

R11-21 - RMA: Contact Newsletter: January 29, 2021. **F**

R12-21- Ukrainian Canadian Congress, dated February 4, 2021—Re: E-Bulletin. **F**

R13-21 - Paul Mc Lauchlin, President, RMA, dated February 2021 - Re: President's Update. **F**

R14-21 - RMA: Contact Newsletter: February 12, 2021. **F**

R15-21 - Leela Sharon Aheer, Minister of Culture, Multiculturalism and Status of Women, dated January 29, 2021 - Re: Commenting on application for designation of the North Saskatchewan River. **A**