

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting to be held on
Thursday, **April 29, 2021** at 9:00 A.M.
Virtual through Zoom Platform

Meeting ID: 865 9344 1722 Passcode: 635057

<https://us02web.zoom.us/j/86593441722?pwd=dnJSYUJMRkcwZlJMTGt2WVd0eUlpUT09>

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 March 19, 2021 – **County Council for the Purpose of the CAO Evaluation Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of March 22, 2021 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of March 25, 2021 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

Public Hearing - Bylaw 1393-21:

A G E N D A: Public Hearing to be held on
Thursday, April 29, 2021 at 9:15 A.M.
Virtual through Zoom Platform

<https://us02web.zoom.us/j/86593441722?pwd=dnJSYUJMRkcwZlJMTGt2WVd0eUlpUT09>

Meeting ID: 865 9344 1722 Passcode: 635057

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

1. Opening:

- Public Hearing is called to order.
- Public wishing to be heard sign in on the sign-in sheet.
- Confirmation is provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.
- Purpose of the hearing is summarized:
To obtain public input in regard to Bylaw No. 1393-21: a bylaw to amend the Land Use Bylaw 1272-14.
- Ground rules of the hearing and order of speaking are reviewed.

2. Staff Presentation:

- Smoky Lake County Planning Staff make their presentation(s).

Bylaw 1393-21: was given first reading on March 25, 2021.

- Council asks questions and/or request points of clarity.

3. Public Presentations via Written Submissions:

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

4. Public Presentations at the Public Hearing:

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

5. Questions and Answers:

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

6. Closing Remarks:

- Declare the Public Hearing closed.

4. Request for Decision: Governance Issues and Management Issues

1. **Bylaw 1393-21:** Amend Land Use Bylaw 1272-14. ©
2. **Policy Statement No. 03-21-05:** Backsloping Program. ©
3. Federation of Canadian Municipalities (FCM). ©
4. Day of Mourning – April 28, 2021. ©
5. **Policy Statement No. 03-40-04:** Cold Weather – Equipment Mobilization. ©
6. **Bylaw No. 1397-21:** Appointment of Assessor. ©
7. Victoria District Economic Development Business Plan – Municipally Controlled Corporation (MCC). ©

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

5. Issues for Information:

- 5.1 Chief Administrative Officer:
 - 5.1.1 Monthly Report: March 26, 2021 to April 22, 2021. ©
 - 5.1.2 Financial Statement for the month of: **February 2021.** ©
 - 5.1.3 Action List:
 - i. County Council for the Purpose of the CAO Evaluation Meeting – March 19, 2021. ©
 - ii. County Council Departmental Meeting – March 22, 2021. ©
 - iii. County Council Meeting – March 25, 2021. ©

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

- 5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions
 - 5.3.1 Division One.
 - 5.3.2 Division Two.
 - 5.3.3 Division Three - **Reeve**.
 - a. March 18, 2021 to April 22, 2021. ©
 - 5.3.4 Division Four.
 - 5.3.5 Division Five.
 - 5.3.6 Additional Documentation: Committees, Boards and Commissions.

Doctor Recruitment and Retention

- a. Lakeland Primary Care Network Programs and Services. ©
- b. Leo Chapdelaine, Mayor, Village of Vilna, dated March 25, 2021 – Re: Vilna Outpatient Laboratory. ©

Recommendation: Acknowledge receipt of Vilna's actions in respect to Vilna Outpatient Laboratory.

- c. **Request for Decision:** Doctor Retention and Recruitment Committee: Issues of Interest. ©

Northeast Alberta Information HUB

- d. Email: Steve Upham, Board Chairman, Alberta HUB – Re: Update. ©

Joint Health and Safety

- e. **Minutes:** March 18, 2021. ©

Alberta CARE

- f. Alberta Care Conference Rescheduling. ©

Recommendation: Acknowledge receipt.

Government Liaison

- g. Gerald Rhodes, Executive Director, Rural Municipalities of Alberta (RMA), dated April 21, 2021 – Re: New RMA District Virtual Engagement Sessions. ©

Recommendation: To attend under District 5 and register.

Regional Community Development Committee

- h. 2021 Economic Development Budget. *(The RFD will be provided to Council by email and hand-out at meeting after the RCDC meeting held on April 26, 2021.)*
- i. Regional Community Development Committee: Member-at-Large. *(The RFD will be provided to Council by email and hand-out at meeting after the RCDC meeting held on April 26, 2021.)*

6. Correspondence:

1. Seniors and Housing Information, dated March 22, 2021 – Re: Proclaim Senior's Week 2021 from June 7th to June 13th, 2021. ©

Recommendation: Proclaim.

2.
 - a. Honourable Ric McIver, Minister of Alberta Municipal Affairs, dated March 23, 2021 – Re: Village of Vilna Intermunicipal Collaboration 2020-21 ACP grant approval of \$200,000. ©
 - b. Honourable Ric McIver, Minister of Alberta Municipal Affairs, dated March 23, 2021 – Re: Smoky Lake County Intermunicipal Collaboration 2020/21 ACP grant approval of \$200,000. ©
 - c. Paul Wynnyk, Deputy Minister, Alberta Municipal Affairs, dated March 29, 2021 – Re: Village of Waskatenau Intermunicipal Collaboration 2020-21 ACP grant – Declined. ©
 - d. Paul Wynnyk, Deputy Minister, Alberta Municipal Affairs, dated March 29, 2021 – Re: Town of Smoky Lake Intermunicipal Collaboration 2020-21 ACP grant – Declined. ©

Recommendation: Acknowledge receipt.

3. Omer Moghrabi, Mayor, Lac La Biche County, dated March 22, 2021 – Re: Invitation to the 2021 Healthier Communities Golf Tournament held on July 9, 2021. ©

Recommendation: Who can attend – attend.

4. Letter to Shevchenko Foundation from Smoky Lake County, dated March 30, 2021 – Re: Letter of Support – Shevchenko Church and Cemetery Association, Shevchenko Foundation. ©

Recommendation: Approve action taken.

5. Sgt. Tina Chan, Smoky Lake RCMP Detachment, dated April 2, 2021 – Re: Quarterly Community Policing Report. ©

Recommendation: Acknowledge receipt.

6. Sgt. Tina Chan, Smoky Lake RCMP Detachment – Re: Response to 2021 Community Consultation Engagement. ©

Recommendation: Acknowledge receipt.

7. Official Launch of the Northern Alberta Bilingual Tourism Network. ©

Recommendation: File for information.

8. Victoria Home Guard Historical Society 2020 Reports and Annual General Meeting – March 8, 2021. ©

Recommendation: Acknowledge receipt.

9. Brian Cheston, Representative, Mons Lake Community Association, dated April 19, 2021 – Re: Sandy Lane Park – playground/beach & boat launch. ©

Recommendation: Administration to provide reply of actions to be taken.

10. Paul McLauchlin, President, Rural Municipalities of Alberta (RMA), dated April 20, 2021 – Re: STIP Allocation. ©

Recommendation: Acknowledge receipt.

11. Loni Leslie, Chief Administrative Officer, Smoky Lake Foundation, dated April 21, 2021 – Re: Request for 2 tandem loads of reject screenings. ©

Recommendation: Council's discretion.

** 10 tonne per tandem load = \$189.00 per load for a total of \$378.00.*

7. Delegation(s):

8. Executive Session:

9. Information Release:

9.1 Calendar: April 2021. ©

9.2 Thank You Received: None.

10. Bills and Accounts:

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

- Approve meeting held on April 15, 2021: Committee of the Whole for the Purpose of Planning Meeting.
- Approve meetings held on April 23, 2021: Special County Council Meeting, Municipal Planning Commission Meeting and Committee of the Whole for the Purpose of Planning Meeting.
- **Scheduled:** County Council Meeting – May 27, 2021.
- **To Schedule:** County Council Meeting for June 2021.

12. Adjournment



Public Hearing Date: April 29, 2021
Public Hearing Time: 9:15 a.m.

VIRTUAL PUBLIC HEARING BACKGROUND

<u>PROPOSED BYLAW NAME & NO.:</u>	Proposed Smoky Lake County Bylaw 1393-21
<u>APPLICANTS:</u>	Mike Diachyshyn & Paul Diachyshyn
<u>PROPOSAL:</u>	A Bylaw amending the Smoky Lake County Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M, from Agriculture (AG) District to Highway Commercial (C1) District

BACKGROUND:

- The Smoky Lake County Planning and Development Department received an application to amend Smoky Lake County Land Use Bylaw 1272-14, from Mike and Paul Diachyshyn, dated February 24, 2021, to rezone a portion of the lands legally described as SE-29-59-19-W4M (Municipal Address: 59430 Highway 831), from Agriculture (AG) District to Highway Commercial (C1) District.
- The amount of land located within the SE-29-59-19-W4M that the applicants propose to rezone totals approximately 30 acres.
- The proposed Bylaw is being proposed to allow for the potential subdivision of SE-29-59-19-W4M to accommodate an **Agricultural Support Service** (farm equipment dealership/storage & service of farm equipment).
- Smoky Lake County Land Use Bylaw 1272-14 defines an **Agricultural Support Service** as “a development providing products or services directly related to the agriculture industry. Without restricting the generality of the foregoing, this shall include such facilities as: livestock auction marts, grain elevators, feed mills, bulk fertilizer distribution plants, bulk agricultural chemicals distribution plants, bulk fuel plants **farm implement dealerships**, and crop spraying. Thus use does not include cannabis production and distribution.”
- While an **Agricultural Support Service** is listed as a “Permitted Use” under both Section 8.2 (Agriculture District) and Section 8.8 (Highway Commercial District), the applicant intends to apply for a subdivision if the proposed rezoning is approved by Council.
- Under the current Agriculture District, the applicant would be unable to proceed with their proposed subdivision due to restrictions on the size of parcel that would be allowable. By rezoning a portion of the property to C1, the applicant would be able to apply for a subdivision of the size that is required to separate the proposed use from the remainder of the quarter section.
- The subject site is classified as “Commercial Area” under Section 7.2.3 (MDP Map 1.3) of Smoky Lake County Municipal Development Plan Bylaw No. 1249-12, which is congruent with the proposed rezoning.

- The subject site is not subject to an Area Structure Plan nor is it subject to an Intermunicipal Development Plan.

NOTICE:

- Public Notice has been advertised for two weeks consecutively on social media and in newsprint in the Redwater Review on **April 12, 2021 and April 19, 2021**.
- Public Notice has also been posted on the Smoky Lake County website since **April 8, 2021**.
- Adjacent landowners were notified of the proposed Bylaw by letter, sent on April 8, 2021.
- Potentially affected utilities/agencies were notified of the proposed Bylaw by email, dated April 8, 2021.
- The proposed changes to the Land Use Bylaw are included in the attached copy of Bylaw 1393-201.

ATTACHMENTS:

1. Proposed Bylaw 1393-21
2. Smoky Lake County Land Use Bylaw 1272-14: Section 8.2 – Agriculture (AG) District
3. Smoky Lake County Land Use Bylaw 1272-14: Section 8.8 – Highway Commercial (C1) District
4. Smoky Lake County Municipal Development Plan Bylaw 1249-12: Section 7.2.3
5. Relevant Legislation
6. Notice of Public Hearing
7. Written Submissions Received

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1393-21**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA,
TO AMEND BYLAW 1272-14 BEING THE LAND USE BYLAW FOR SMOKY LAKE COUNTY.**

WHEREAS Council has adopted Smoky Lake County Bylaw 1272-14 to be used at the Land Use Bylaw.

WHEREAS it is deemed expedient to amend Bylaw 1272-14, as set out in Section 692 of the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto.

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

1. That Appendix "B" of Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be amended such that all the portions of the lands legally described as SE-29-59-19-WAM, as shown on Schedule 'A', be rezoned from "Agriculture (AG) District" to "Highway Commercial (C1) District";
2. This Bylaw shall come into effect after third and final reading.

READ A FIRST TIME IN COUNCIL THIS 25TH DAY OF MARCH, AD 2021.

Craig Lukinuk
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer

Bylaw 1393-21

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2021.

READ A THIRD AND FINAL TIME IN COUNCIL _____ DAY OF _____, AD 2021.

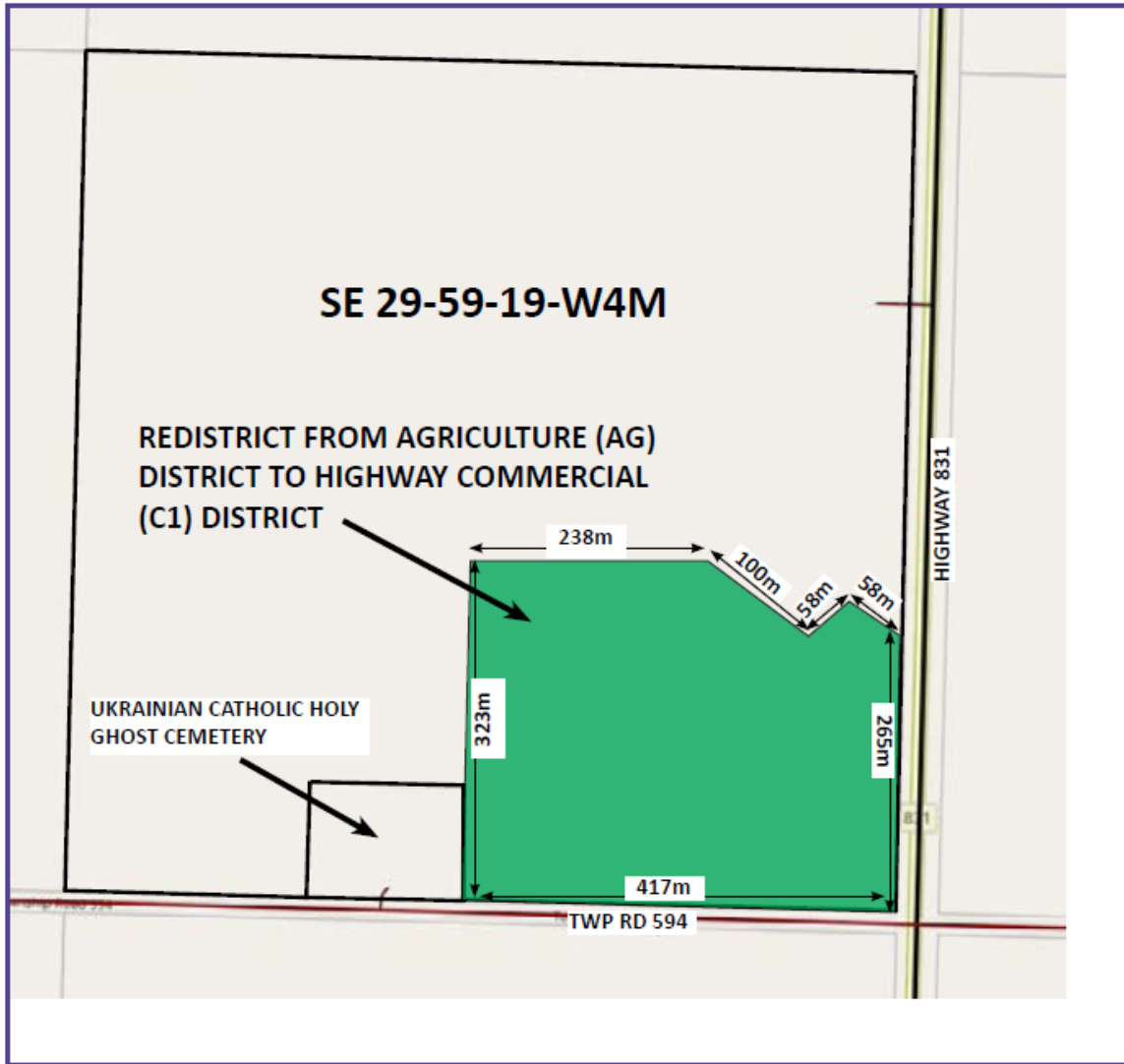
Craig Lukinuk
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer



SCHEDULE "A" BYLAW NO. 1393-21



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. Dwelling, single detached, tiny
- J. Extensive Agriculture
- K. Garage Suite
- L. Garden Suite
- M. Guest House
- N. Home Occupation, Major
- O. Home Occupation, Minor
- P. In-law Suite
- Q. Manufactured Home
- R. Modular Home
- S. Natural Area
- T. Public Utility
- U. Secondary Suite
- V. Shipping Container
- W. Solar Energy Collection Systems
- X. 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. Campground, minor
- H. Campground, intermediate
- I. Campground, major
- J. Cemetery
- K. Child Care Facility
- L. Day Care Facility

- M. Duplex (Vertical and Side-by-Side)
- N. Family Care Facility
- O. Intensive Agriculture
- P. Kennel
- Q. Natural Resource Extraction Industry
- R. Place of Worship
- S. Public and Quasi-Public Building and Use
- T. Public Utility
- U. Recreational Use
- V. Recreational vehicle park
- W. Relocated Building
- X. Secondary Commercial
- Y. Sign
- Z. Surveillance Suite
- AA. Transfer Station
- BB. Utility Building
- CC. Wind Energy Conversion System, Small
- DD. Wind Energy Conversion System, Large
- EE. Workcamp, Short-Term
- FF. 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

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.

location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

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 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
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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.

8.8 HIGHWAY COMMERCIAL (C1) DISTRICT

1. Purpose

The general purpose of this District is to control development in the vicinity of Provincial Highways. Development should be restricted to that which is generally required to serve the motoring public.

2. Permitted Uses

- A. Agricultural Support Service
- B. Automobile Repair Shop, Major
- C. Automobile Repair Shop Minor
- D. Automobile Sales
- E. Bed and Breakfast Establishment
- F. Buildings and Uses Accessory to Permitted Uses
- G. Community Hall
- H. Convenience Retail Service
- I. Drive-in Business
- J. Eating and Drinking Establishment
- K. Extensive Agriculture
- L. Highway Commercial Use
- M. Home Occupation, Minor
- N. Home Occupation, Major
- O. Natural Area
- P. Protective or Emergency Services
- Q. Public or Quasi-Public Services
- R. Public Park
- S. Solar Energy Conversion System
- T. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Amusement Establishment, Indoor
- B. Amusement Establishment, Outdoor
- C. Auctioneering Facility
- D. Campground, minor
- E. Campground, intermediate
- F. Campground, major
- G. Boutique Accommodation
- H. Buildings and Uses Accessory to Discretionary Uses
- I. Bulk Fuel Storage and Sales
- J. Cannabis accessory retail sales

- K. Cannabis retail sales
- L. Car wash Establishment
- M. Cemetery
- N. Commercial Use
- O. Dwelling, Single Detached
- P. Dwelling, single detached, tiny
- Q. Duplexes (Vertical and Side-By-Side)
- R. Highway Commercial
- S. Hotel
- T. Liquor Sales/Distribution Service
- U. Manufactured Home
- V. Modular Home
- W. Motel
- X. Natural Resource Extraction
- Y. Outdoor Eating Establishment
- Z. Places of worship
- AA. Public Utilities
- BB. Recreational vehicle park
- CC. Rural Commercial
- DD. Rural Industries
- EE. Secondary Suite
- FF. Shipping Container
- GG. Surveillance Suite
- HH. Transfer Station
- II. Wind Energy Conversion System, Small
- JJ. Workcamp
- KK. Workcamp, Short Term
- LL. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

- A. Minimum Lot Area – As determined by the Subdivision Authority

5. Development Regulations

- A. Minimum Yard Setback Requirements

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 Roads	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
When adjacent to an Internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to Another Parcel	7.6 m (25.0 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
When adjacent to an internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to another parcel	7.6 m (25.0 ft.) from the property line

- iv. Notwithstanding **subsections (i), (ii), and (iii)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

6. Other Regulations

- A. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.

- B. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- C. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- D. Grading and drainage of the site shall be provided in accordance with **Section 6.11** of this Bylaw.
- E. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.
- F. Motels shall be developed in accordance with **Section 7.4** of this Bylaw.
- G. Vehicle Washing Establishments (carwashes) shall be developed in accordance with **Section 6.24** of this Bylaw.
- H. Places of Worship shall be developed in accordance with **Section 6.29** of this Bylaw.
- I. Private Liquor Stores and Storage Facilities shall be developed in accordance with **Section 7.19** of this Bylaw.
- J. Natural Resource Extraction Industries shall be developed in accordance with **Section 6.22** of this Bylaw.
- K. Service Stations and Gas Stations shall be developed in accordance with **Section 6.22** of this Bylaw.
- L. Shipping Containers shall be developed in accordance with **Section 7.31** of this Bylaw.
- N. Solar Energy Conversion Systems shall be developed in accordance with **Section 7.33** of this Bylaw.
- O. Wind Energy Conversion Systems shall be developed in accordance with **Section 2.9** of this Bylaw.

2.4.3 Industrial Uses

For the purpose of this Municipal Development Plan the term "industry" refers to manufacturing or warehousing and storage, and includes both light and heavy industry. Industries that may have high levels of noxious emissions or noise are referred to as heavy industry. Light industry is not noxious and is generally compatible with other uses. Natural resource extraction industries, includes such uses as gravel pits and oil and gas wells.

At present, industrial uses within the County can be classified as rural industrial, light industrial or medium industrial, as defined in the Smoky Lake County Land Use Bylaw.

Rural Industrial

Rural industries are industrial uses which are better suited to a rural rather than an urban environment because they require relatively large areas of land, do not require urban services, and may provide services to the rural area; or are potentially hazardous or emit high levels of noise, dust, odour, vibration, etc.

Major rural industries operating in the County are dairies, peat moss producers and gravel extraction and hauling. Sungrow Horticulture Canada Ltd. operates a major rural industry in the County. There are also a number of gravel and aggregate operations located predominately in the southwestern portion of the County in close proximity to the North Saskatchewan River valley.

Industrial

Industrial uses include both light and medium industrial developments as defined in the Smoky Lake County Land Use Bylaw. There are currently no heavy or petrochemical industrial developments operating within the County.

2.4.4 Commercial Uses

Commercial uses within the County can currently be classified as Highway Commercial, Urban Commercial or Victoria Commercial.

Highway commercial

Highway commercial uses are generally commercial uses which service the traveling public. They are for the most part located adjacent to or close to highways. Existing Highway Commercial developments within the County include service stations, gas bars and restaurants.



Smoky Lake County
Municipal Development Plan
Bylaw 1249-12

Policy 4.3.2.2 Council shall only consider proposals for the development of lands for industrial uses in a hamlet if the proposal is for a light industrial use.

4.4 Commercial Policy

The intent of the Plan is to accommodate commercial facilities, primarily adjacent to the highway, secondary road systems, within established hamlets, and in appropriate locations within multi-lot recreation residential developments. Commercial developments provide a service to the agricultural community, local residents, the highway traveling public, and tourists to the region. The County will not support commercial developments that adversely affect the standard of safety or convenience, or the functional integrity of any highway or road. The Plan also recognizes that specific commercial uses may require unique site locations in order to serve the rural community.

Objective 4.4.1	To minimize the impacts of commercial activities on working landscapes and cultural landscapes
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Policy 4.4.1.1 The County shall consider proposals for commercial development:

- (a) that will not unnecessarily fragment the working landscape; and
- (b) that do not conflict with adjacent land uses.

Policy 4.4.1.2 Commercial uses shall be encouraged to avoid locating in areas of critical wildlife habitat wherever possible.

Policy 4.4.1.3 Commercial uses operated as secondary uses to agricultural operations may be allowed.

Objective 4.4.2	To minimize conflicts with adjacent land uses
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Policy 4.4.2.1 Commercial development may be allowed to locate near urban areas in consultation with the affected urban area, as determined by the Development Authority.



Smoky Lake County
Municipal Development Plan
Bylaw 1249-12

Policy 4.4.2.2 The Development Authority shall require the developer to construct and/or maintain an appropriate buffer, as determined by the Development Authority, between the development and nearby lands.

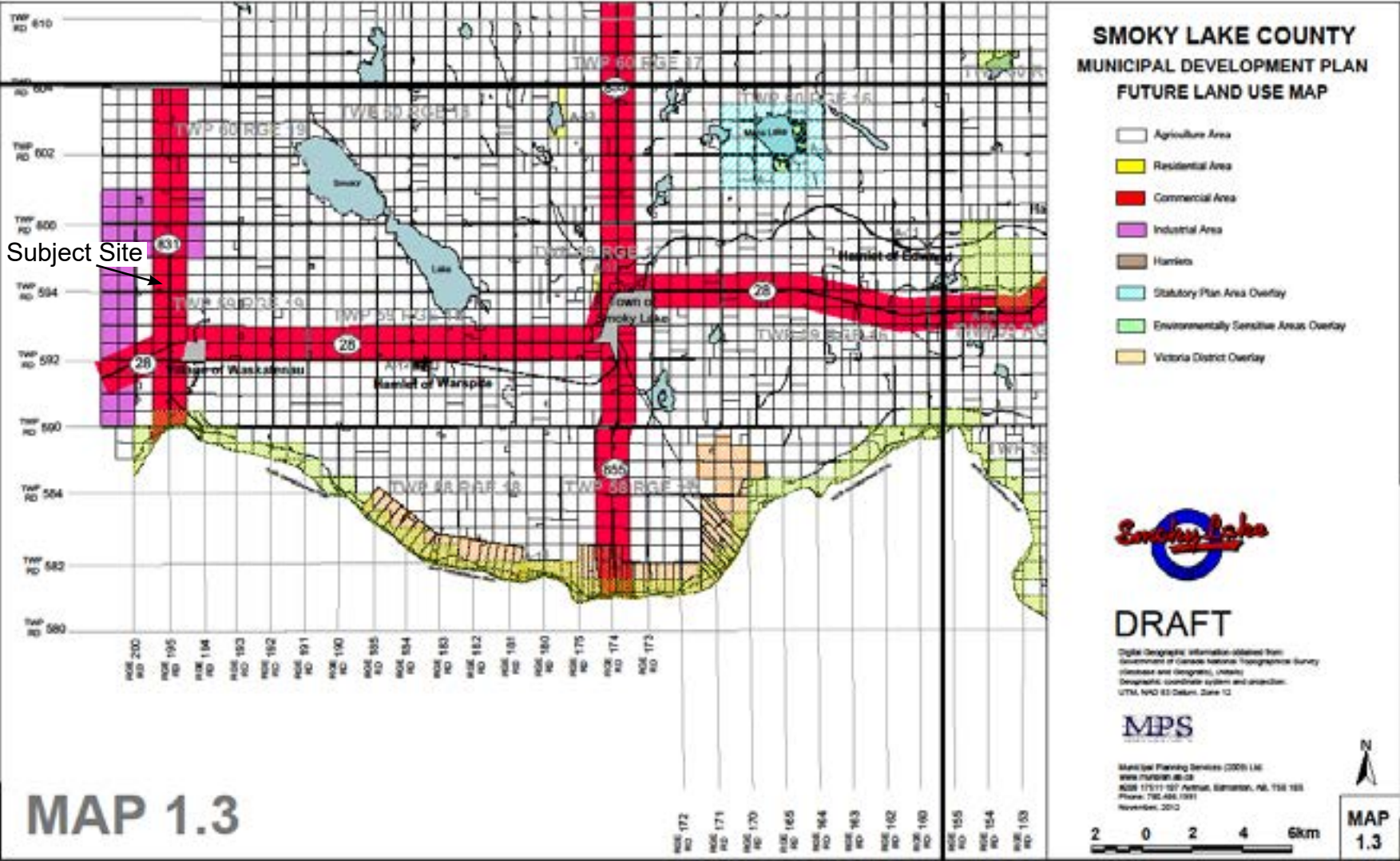
Policy 4.4.2.3 Council shall encourage commercial development in hamlets if the necessary servicing requirements do not exceed the servicing capabilities of the hamlet or negatively impact the character of the hamlet.

Objective 4.4.3	To minimize municipal servicing costs associated with commercial development
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Policy 4.4.3.1 The Development Authority shall require the developer of a commercial development to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of an agreement to be entered into prior to a subdivision approval or upon the issuance of a development permit. Normally, however, all development servicing costs associated with the development will be carried by the developer.



Smoky Lake County
Municipal Development Plan
Bylaw 1249-12





Public Hearing Date: April 29, 2021
Public Hearing Time: 9:15 a.m.

VIRTUAL PUBLIC HEARING – RELEVANT LEGISLATION

Proposed Bylaw 1393-21: Amendment to Smoky Lake County Land Use Bylaw 1272-14

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 re-designated 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
Land Use Bylaw Amendment

Pursuant to Sections 230, 606 & 692 of the *Municipal Government Act*, R.S.A. 2000, Ch. M-26, Smoky Lake County Council hereby gives notice of its intention to adopt Proposed Bylaw 1393-21.

The purpose of the proposed Bylaw #1393-21: Amend Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M (Municipal Address: 59430 Highway 831), from Agriculture (AG) District to Highway Commercial (C1) District.

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:

The Public Hearing will be held as follows:

Place: Online:

<https://us02web.zoom.us/j/86593441722?pwd=dnJSYUJMRkcwZ1JMTGt2WVd0eUlpUT09>

Phone: 1-877-853-5257; Meeting ID: 865 9344 1722; Passcode: 635057

Date: Thursday, April 29, 2021

Time: 9:15 a.m.

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 4:00 p.m. on Tuesday, April 27, 2021. *It would be beneficial for individuals to provide advance notice to the 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 Bylaws may also be inspected on the County's website www.smokylakecounty.ab.ca

More information regarding the proposed Bylaw, please contact:

Jordan Ruegg

Planning & Development Manager

Office: 780-656-3730

Cell: 780-650-5207

Email: jruegg@smokylakecounty.ab.ca



April 8, 2021

**Smoky Lake Office –
201 Provincial Building
Box 248, Smoky Lake, AB T0A 3C0
Ph: (780) 656-2030
Fax: (780) 656-2033**

Smoky Lake County
Box 310
Smoky Lake, Alberta
T0A 3C0

This office administers the Public Health Act and its regulations pertaining to the protection of public health.

I have reviewed the application for the rezoning of the property located at SE-29-59-19-W4M listed as file number Bylaw 1393-21. Based on the information in this application, at this time this office has no objections to this rezoning.

If you have any questions please contact me.

Respectfully,

Ian McDougall, B.Sc., BEH(AD), CPHI(C)
Public Health Inspector/Executive Officer
Alberta Health Services
Smoky Lake
(780) 656-5157



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

April 8, 2021

File No. Bylaw 1393-21

Via Email: darryl.werstiuk@lakelandrea.ca

Lakeland REA
4932-50th Avenue
Vegreville, AB
T9C 1R2

**RE: Proposed Rezoning of Pt. SE-29-59-19-W4M
From Agricultural (AG) District To Highway Commercial (C1) District**

Please find enclosed copies of the proposed rezoning for the above noted property for your agency's review and comment.

Bylaw No. 1393-21

Public Hearing Time: April 29, 2021 at 9:15 am

Online: <https://us02web.zoom.us/j/86593441722?pwd=dnJSYUJMRkcwZ1JMTGt2WVd0eUlpUT09>

Phone: 1-877-853-5257; Meeting ID: 882 9344 1722; Passcode: 635057

We would advise that any comments you wish to make respecting this application should be forwarded to our office by **12:00 p.m. (noon) on April 28, 2021.**

If you have any questions please call me at 780-656-3730. Thank you.

Yours truly,

Jordan Ruegg
Planning & Development Manager

Attachment

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

Acknowledged and agreed to the 8th day of April, 2021.

(no concerns, just outside of our service Area)
Thank you.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Purpose of the CAO Evaluation** held on Friday, **March 19, 2021** at 9:13 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

			ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Friday, March 19, 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	Absent	
Legislative Svcs/R.S.	Patti Priest	Virtually Present	

2. Agenda:

Agenda

491-21: Halisky

That the Smoky Lake County Council Meeting Agenda for Friday, March 19, 2021, for the purpose of the Chief Administrative Officer (CAO) Evaluation be adopted, as presented.

Carried Unanimously.

3. Minutes:

Minutes of September 25, 2019 – County Council CAO Evaluation Meeting

492-21: Orichowski

That the adopted minutes of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on September 25, 2019, be accepted for information purposes.

Carried.

493-21: Cherniwchan

That the Action List of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on September 25, 2019, be accepted for information purposes.

Carried.

8. Executive Session:

Chief Administrative Officer: Evaluation

494-21: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, time 9:14 a.m.

Carried.

Gene Sobolewski, Chief Administrative Officer left the meeting, time 9:14 a.m.

Patti Priest, Legislative Services Clerk/Recording Secretary virtually left the meeting, time 9:14 a.m.

Gene Sobolewski, Chief Administrative Officer entered Council Chambers, time 11:50 a.m.

495-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 2:55 p.m..
Carried.

4. Request for Decision:

Chief Administrative Officer: Evaluation

496-21: Lukinuk That Smoky Lake County Council confirm the sixth-month probationary period has ended in accordance with the Employment Agreement executed by Mr. Gene Sobolewski for the position of Smoky Lake County's Chief Administrative Officer (CAO); and approve a retroactive salary increase from \$158,000.00 per year to \$160,000.00 (One Hundred Sixty Thousand Dollars) per year effective March 1, 2021 in response to Council's March 19, 2021 evaluation of Mr. Sobolewski's performance as the CAO; and agree to conduct the annual formal review and evaluation of Mr. Sobolewski's performance on October 1, 2021.
Carried.

County Council Meeting – Chief Administrative Officer Evaluation

497-21: Orichowski That the next Smoky Lake County Council Meeting for the Purpose of the Chief Administrative Office Evaluation be scheduled for Friday, October 1, 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:

498-21: Lukinuk That the Smoky Lake County Council Meeting of Friday, March 19, 2021, held for the purpose of the Chief Administrative Officer (CAO) Evaluation be adjourned, time 3:00 p.m..
Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the purpose of Departmental Operations** held on Monday, **March 22, 2021**, at 1:01 P.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Monday, March 22, 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	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Public Works Foreman	Bob Novosiwsky	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Assistant	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Agricultural Fieldman	Carleigh McMullin	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
P.W. Shop Foreman	Dave Kully	Virtually Present

2. Agenda:

499-21: Orichowski That the Smoky Lake County Council Meeting Agenda for the purpose of Departmental Operations for Monday, March 22, 2021 be adopted as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

Manager's Reports:

**Agricultural Fieldman
 Department of Fisheries and Oceans (DFO)**

500-21: Lukinuk That Smoky Lake County write a letter to the Department of Fisheries and Oceans (DFO) to advocate for red tape reduction in respect to the administrative processes for beaver dam blasting, as the paperwork which the DFO requires consumes manhours to photograph and map each beaver dam, also it is difficult to predict where flooding issues will arise in advance of the season and it limits the ability to protect municipal infrastructure and abate emergent issues; and send carbon copies of the said letter to the Alberta Minister of Agriculture, local Member of Parliament (MP) and local Member of Legislative Assembly (MLA) for awareness.

Carried.

Basic Chainsaw Training for Agriculture Service Board Department

501-21: Gawalko That Smoky Lake County's Safety Officer coordinate with the Agricultural Fieldman to ensure Basic Chainsaw Training is completed by Agricultural Service Board Department operators and relevant staff prior to the Year-2021 mowing season.

Carried.

Policy Statement No. 62-28-02: Mowing Program

502-21: Halisky That Smoky Lake County Policy Statement No. 62-28-02: Mowing Program, be reviewed by Council to address clarifying the term "one-pass" and include language relating to "mowing property line to property line", as well as language in respect to mower operators completing Basic Chainsaw Training for the purpose of removing tree debris in ditches.

Carried.

Planning and Development Manager

Municipal Planning Commission Meeting

503-21: Halisky That Smoky Lake County scheduled a **Municipal Planning Commission Meeting** for Friday, **April 23, 2021 at 10:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Committee of the Whole

504-21: Gawalko That Smoky Lake County scheduled a **Smoky Lake County Committee of the Whole Meeting for the Purpose of Planning** for Friday, **April 23, 2021 at 11:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Fire Chief

Emcon Services Inc. – Alberta Provincial Highway Maintenance Contractor

505-21: Halisky That Smoky Lake County's Fire Chief prepare a letter to send to the Alberta Provincial Highway Maintenance Contractor: Emcon Services Inc., to address three issues:

1. lack of public signage with Emcon's contact information,
2. lack of support at emergency scenes, and
3. lack of roadkill and debris removal,

and send a carbon copy of the said letter to Alberta Transportation, and the local Member of Legislative Assembly (MLA) for awareness.

Carried.

Manager's Reports

506-21: Cherniwchan That the Smoky Lake County Management Reports received for the period between February 19, 2021 to March 16, 2021, from the Public Works Manager, Public Works Foreman, Public Works Shop Foreman, Peace Officer, Natural Gas Manager, Environmental Operations Manager, Agricultural Fieldman, Planning and Development Manager, Safety Officer, Fire Chief, GIS Officer and Communications Technician, be accepted as presented and filed for information.

Carried.

Management Policy Statement No. 02M-02-10: Safety Officer Work Plan

507-21: Orichowski That Smoky Lake County's Management Policy Statement No. 02M-02-10: Safety Officer Work Plan, be accepted as amended for Year 2021 as follows:

Title: Public Works Department: Safety Officer: Work Plan	Policy No.: 02-10 E
Section: 2 - M	Code: P - A
Page No.: 1 of 6	
Purpose:	To establish a Safety Officer Work Plan for the Smoky Lake County Public Works Department Program.
Policy Statement and Guidelines:	
STATEMENT:	
The Public Works Department Safety Officer Work Plan, <i>Schedule "A"</i> outlines the Work Schedule of Projects and duties on a daily, weekly, monthly, periodic and seasonal time frame which provides detail work to be undertaken in the Public Works Department Program.	
BENEFITS:	
The Public Works Department Work Plan of the Safety Officer will provide the following benefits:	
<ul style="list-style-type: none"> ▪ Broaden the portfolio of the Public Works Department Program ▪ Good understanding of the process of the Public Works Department. ▪ Increase efficiency and strengthen time frame of deadlines. ▪ Establishes accountability of the Program. ▪ Communication Tool. 	
REVIEW:	
The Public Works Department Safety Officer Work Plan will be reviewed and presented to Council on an annual basis beginning of each year	

Section 02-M

Policy: 02-10



SCHEDULE "A"

PUBLIC WORKS DEPARTMENT: SAFETY OFFICER WORK PLAN 2021

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcomes
DAILY				
End of day ½ hr	Dip fuel tanks	Dip fuel tanks for reconcile fuel amounts.	Measure fuel amounts from fuel tanks.	Maintain fuel inventory.
As they come in	Respond to e-mails	Respond from e-mails from kyetech on messages from tax payer concerns.	Call taxpayers from after hour call to kyetech.	As per Work alone policy.
3 times per day- ½ hr	Safety Tracking	Keep contact with anyone working alone morning, noon and end of the day.	Call them or receive calls from them.	As per Work Alone Policy.
As they come in- ½ hr	Answer phones	Field public complaints.	Talk to public to help with complaints.	Public relations.
When needed- ½ hr-2 hrs	Fix phone problems	fix phone problems or program problems.	Talk to Telus or fix the problem.	Better communications.
When needed – ½ hr – 2hrs	Monitor Phone plans	monitor phone plans for best pricing.	Talk to Telus or competitors.	Better communications and cost savings.
When needed- ½ hr – 2hrs	Fix Air card problems	Fix air cards or replace when needed.	Talk to communication companies.	Improves communication.
when operating vehicle-15 min	Vehicle check list	Checking fluid levels and light operations as well as overall vehicle condition.	Doing checklist.	Safe operations for vehicle.
As they come in ½ hr.	JSA forms from site inspections	Review JSA forms to make sure proper hazards were identified.	Review.	Compliance as per safety policy.
Every day ½ hr NEW	Update information board	Update information board as to COVID progress in our county	Post latest updates as it pertains to staff to be placed on info board	Keeping staff aware of COVID progress
WEEKLY				
When needed- 1-3 hrs	Hazard Identification	Hazard identification is done whenever a new job is done.	Identifying hazards on the job.	Lower incidents.
One per week – 1hr	informal inspections	Informal inspections are done at all jobs within the county.	Inspect the hazards identified making sure jobs are safe.	Lower incidents.
Every Monday morning- 1hr	Toolbox meetings	Conduct a toolbox meeting for most workers.	Keep records for meetings.	Awareness.
After tools box meetings- 1 hr	Management meetings	Report on upcoming projects for the week.	Give updates and talk about upcoming projects.	Reporting.
Once per week 2 hrs NEW	Virtual updates for COVID	Attend provincial virtual meetings with province	Get updates as to COVID progress	Keeping staff informed
MONTHLY				
Once per Month 2hrs	Cascade reports	Update on progress on projects.	Enter on computer duties and what has been done.	Reporting.
Once per Month 8hrs	Fuel Entries on computer	Enter report on computer for fuel management.	Enter entries on AS 400.	Fuel Management.
Once per Month 8hrs	Phone Entries on Computer	Enter phone usage on computer.	Entries on computer.	Fuel usages.
Once per Month 2hrs	Safety Committee	Report activities pertaining to safe or the staff.	Act as an advisor for the committee reporting on events.	Complying with the OHS requirements and having staff awareness.

PUBLIC WORKS DEPARTMENT: SAFETY OFFICER WORK PLAN 2021 - Continued:

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcomes
MONTHLY-Continued				
Once per month-1hr	Service Generators	Start generators and check oils.	Up keep to make sure generators are ready to be started in the event of an emergency.	Emergency properness.
Once per month - 2hrs NEW	Act as advisory for Town of Smoky Lake safety committee	Give advice on what to look for and what should be done	Attend the meeting and act as advisor capacity only	Help neighboring municipality become safety compliant
Once per month NEW	Management reports	Make reports on cascade reporting system	Keeping council up to date as to activities done that month	Keeping council updated
PERIODIC				
When required 1-6 hrs NEW	Update training matrix	Keep training matrix updated as to staff qualifications.	Computer entries to keep updated.	Proper inventory of staff qualifications.
When required 1-8hrs	Work on special projects when required	Look into pricing of oversee a project as requested by P.W Manager.	Make calls for prices or site inspections.	Assist other departments.
Every 2 years 16 hrs	First-aid training	Safety training.	Teach as per policy requirements.	Trained staff.
Every 2 years 4 hrs	CPR training	Safety training.	Teach as per policy requirements.	Trained staff.
Every 2 years 6 hrs	Defensive Driving Training	Safety training.	Teach as per policy requirements.	Trained staff.
Every 2 years 6 hrs	Professional driving improvement course	Safety training.	Teach as per policy requirements.	Trained staff.
When needed 4 hrs	Flag person Training	Safety training.	Teach as per policy requirements.	Trained staff.
When needed 4 hrs	WHMIS Training	Safety training.	Teach as per policy requirements.	Trained staff.
When needed 1-40hrs	Instructor courses	Safety training.	As requirements for certification.	Keeping instructors current.
Every 3 years 4 hrs	TDG Training	Safety training.	Teach as per policy requirements.	Trained staff.
Every 3 years 16 hrs	ATV Training	Safety training.	Teach as per policy requirements.	Trained staff.
When needed 6hrs	De Escalating Potential violent situations	Safety Training.	Teaching to staff to keep them safe.	Trained staff.
When needed 16 hrs	Physiological first aid	Safety Training.	Teaching staff for mental health.	Trained staff.
When requested 2-4hrs	CPTED	Visiting taxpayers yards to give them ideas to keep their yards safe.	Do checklist for potential areas for crime.	Educate taxpayers and keeping their yards safe.
Every 3 years 6 hrs	Fork lift training	Safety training.	Teach as per policy requirements.	Trained staff.
When needed 1-16hrs	Additional training for external instructors	Arrange external instructors for training ie. Grader training, Skid steer training scissor lift training.	Finding qualified instructors to teach staff proper operations.	Trained staff.

Public Works Department: Safety Officer Work Plan

SUPERVISOR

PUBLIC WORKS DEPARTMENT: SAFETY OFFICER WORK PLAN 2021 - Continued:

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcomes
PERIODIC-Continued				
When needed 1-2 hrs NEW	Arrange online training for staff	Arrange online training for staff to keep updated as needed	Finding computers and registering staff	Trained staff
When needed 2 - 3 hrs	Orientation	Orientation of staff.	Instruct staff on how to do their job safely.	Trained staff.
When needed 1-4hrs	Incident investigation from public	Complete reports and determine root causes.	Trained in investigation of incidents.	Reduces pay out from county.
When needed 1-4hrs	Incident investigation from staff	Complete reports and determine causes.	Trained in investigation.	Awareness.
When needed 1-4 hrs	Work Plan	Plan for the upcoming year projection.	Review work plans and make the changes as needed.	Submit to Council.
When needed .6-2hrs	Work on security system and gate operation for P.W.	Making sure staff have accesses to buildings and also gate entrance.	Maintain and code compliance.	Security.
2X per year NEW	Service command unit	Have unit ready for summer use and also winterize.	Service unit.	Emergency preparedness.
When needed	Fill out WCB reports	Complete reports	Fill out reports to WCB	As require by government
When needed 2 hrs	Risk Management	Attend workshops provided by Jubilee insurance.	Complete homework as required as per Risk management requirements.	Incorporate guidelines & policies as per program.
When needed	Transport worker to OIS clinic Edmonton	Transport injured worker to OIS clinic.	Get worker to OIS doctor to be checked for injuries	Worker support.
When needed 1-8 hrs	Manage phone problems	Up keep phone communications.	Fix phone problems and keep communication with Telus.	Working phones for work alone policy.
When needed 1-3 hrs	Answer e-mails from Call center for after hour complaints	Receive e-mail for calls from kyetech.	Respond to e-mails by calling complainants back.	Phoning taxpayers and hearing complaints.
When changes are needed 1hr	Manage work alone account	Up keep data from kyetech.	Call kyetech to get and give update on staff.	Better working system.
When called 1hr	Receive calls from after hour operator for taxpayers concerns	Receive e-mails from call center for after hour concerns.	Contact taxpayer and answer question or forward onto responsible department	Keeping taxpayers answers answered as soon as possible
When the need arises 8 hrs	Write safety policies	Update and write new policies when needed.	Make new policies.	As per OHS regulations.
When the need arises	Testing of drugs for staff suspected to be under the influence	Take staff to testing facility when drug use is suspected or post major incident.	Transport staff.	As per policy.
1X per year	Provide information to Federation gas coop for safety compliance	Fill out application for gas dept to deliver odorant to company in Fort Mac.	Compliance audit requirement for oil companies.	Ability to deliver odorant products.
1X per year 24hrs	Attend Annual H&S safety conference	Attend conference for learning opportunity.	Listen to speakers.	Education.
2X per year 8-12hrs	Attend Safety group NASC	Attend workshop for learning opportunity.	Listen to other municipalities and also speakers from OHS,WCB, AMHSA.	Education.

Public Works Department: Safety Officer Work Plan

SUPERVISOR

PUBLIC WORKS DEPARTMENT: SAFETY OFFICER WORK PLAN 2021 - Continued:

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcomes
PERIODIC-Continued				
4-5 X per year 2 days	Chair Provincial Safety/ Utility group (RUSA)	Host yearly conference for all municipalities.	Work with team of municipal workers to provide a yearly conference to train staff.	Staff more knowledgeable on safety and utilities developments.
1X per year 2-3 days	Attend yearly conference	Attend yearly conference and bring staff also to share ideas.	Listen to speakers.	Education.
4-6 meeting per year 1-8hrs	Chair Organized regional team (ASIST)	Training at provincial level.	Provide training and active phone list.	Provincial IMT team.
4-6 events per year 4-24hrs	ASIST Training	Organize training for ASIST team for large scale emergencies.	Look for instructors and locations to host training.	Organized training for large scale events.
When needed 40hrs	Up Date CEMP manual	Receive information from municipalities.	Enter info on computer.	As per Bylaws.
2X per year 4hrs	Hold regular meeting	Update upcoming training or updates for policy.	Chair meeting.	Keeping regional municipalities informed with COA's.
As needed 2-4hrs	Hold regular meeting	Update regional Councils.	Chair meeting.	As per Bylaws.
As needed 2-4hrs	Hold yearly meeting	Update outside agencies as to responsibilities.	Chair meeting.	Keeping agencies informed as per bylaw.
Yearly 8hrs	Hold table top training for EOC team	Do yearly training exercises.	Host and arrange coordinator.	Compliance as per LAEMR requirement.
1-2X per year 8-24 hrs	Yearly training for EOC team	Receive training or organize training when needed.	Organize training.	Emergency preparedness.
When required 8hrs	Apply for grants when needed	Apply for disaster services grants.	Arrange regional funding for emergency services.	Keep updated equipment.
When needed 1-8hrs	Public works requests	Assist P.W. managers in supervising jobs	Follow up on projects.	P.W. assist.
When needed 1-8hrs	Assist all other departments	Look up safety equipment or requests.	Research prices or look after jobs.	Working relations with other dept.
Quarterly 24hrs	Vice president RUSA	Arrange yearly (RUSA) Rural Utility Safety Association Convention	Work in conjunction with other board members.	Showing leadership in the municipal experience.
When required	Safety training	School training.	Teach to children.	Trained children.
When required	Safety training	Further Education training.	Teach to public.	Trained public.
When required	Safety training	Foundation training.	Teach to staff.	Trained staff.
When required	Safety training	Fire dept training.	Teach to volunteers.	Trained fire fighter.
Quarterly	Strat plan meetings	Follow directives sat out by strategic plan.	Update council on progress.	Strat plan compliance.
When required NEW	Council requests	Fill out grant applications or gov programs	Research or investigate concerns	Grant funding or reimbursement
When required	Assist P.W. when needed	Parts pick-up.	Pick up parts from various locations.	Helping public works completing jobs.

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Public Works Department: Safety Officer Work Plan

SUPERVISOR

PUBLIC WORKS DEPARTMENT: SAFETY OFFICER WORK PLAN 2021 - Continued:

Time	Work Schedule Projects	Work Description Projects	Elements: Tasks Duties	Verified Outcomes
SEASONAL-Continued				
By October	Annual Safety Audit	Complete internal or participate in an external inspection	Do safety audit to achieve COR	Rebate in WCB rates
March or April	Yearly Spring Safety meeting	Coordinate annual safety meeting	Get guest speakers and organize meeting	Awareness
May	Attend yearly Disaster forum	Yearly Disaster conference	Learn new ways to deal with emergencies	Learning experience
November	Attend yearly AEMA Summit	Yearly Emergency Management Conference	Attend conference and sharing of ideas to improve awareness	Learning experience
June	Attend Disaster Summit	Yearly Emergency Management Conference	Attend conference to learn about global events	Learning experience
October	Alberta Safety Conference	Attend yearly safety Conference	Listen to high quality speakers to improve the safety program	Learning experience
December	Annual Safety Conference	Rural utilities Safety Conference	Attend conference	Learning experience
June – Sept	Jubilee insurance inspections	Inspect all buildings 3 rd party insured through county	Inspect buildings for county insurance when required	Reduces claims
Once per year	RMA Risk Pro Meeting and requirements	Attend RMA Risk pro meetings and fill out the requirements	Look at helping to create policies as per risk pro requirements	Reduces claims
Once per year	Review safety manual	Review safety manual when new equipment is obtained	Update manual	As per Strategic Plan 1.2(b)
Yearly	Social events	Arrange social events i.e. Golfing, annual Christmas party	Pickup gifts/prizes. Make arrangements	Employee retention/recognition
Yearly	Upkeep of driver information	Have drivers abstracts completed	Go through abstracts and enter on computer when it expires	Making sure drivers are qualified to drive county units

Page 6 of 6

Public Works Department: Safety Officer Work Plan

SUPERVISOR

Carried.

Doug Ponich - Public Works Manager, Bob Novosiwsky – Public Works Road Foreman, Kyle Schole – Planning & Development Assistant, Daniel Moric – Natural Gas Manager, Carleigh McMullin – Agricultural Fieldman, Evonne Zukiwski – Communications Technician, and Dave Kully – Public Works Shop Foreman, virtually left the meeting, time 3:41 p.m.

Policy Statement No. 07M-01-07: Parks and Recreation: Work Plan

508-21: Gawalko

That Smoky Lake County's Management Policy Statement No. 07M-01-07: Parks and Recreation: Work Plan, be **deferred** to the next Departmental Operations Meeting.

Carried.

5. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Adjournment:

509-21: Lukinuk

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations for March 22, 2021, be adjourned, time 3:47 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **March 25, 2021** at 9:09 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, March 25, 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	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance:

Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Assistant	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
CEDO	Michelle Wright	Virtually Present
Media	Smoky Lake Signal	Virtually Present
Media	Redwater Review	Absent
Public	No Members	N/A

2. Agenda:

510-21: Cherniwchan That the Smoky Lake County Council Meeting Agenda for Thursday, February 25, 2021, be adopted, as amended:

Additions to the Agenda:

1. Canada's Big Truck Rental – 2020 Peterbilt 520 Solid Waste Collection Unit Quote.
2. Year-2021 Doctor Retention and Recruitment Budget.
3. Smoky Lake Holubka Dancers – Request for Donation.
4. Golden View Fabricating Ltd. One-pass Pull Type Grader System.
5. Alberta's Lakeland Destination Marketing Organization (DMO) Membership.

Carried Unanimously.

3. Minutes:

Minutes of February 19, 2021 – County Council Committee of the Whole - Administration
511-21: Orichowski That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration**, held on Friday, February 19, 2021, be adopted as presented.

Carried.

Minutes of February 25, 2021 – County Council Meeting
512-21: Halisky That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, February 25, 2021, be adopted as presented.

Carried.

Minutes of March 4, 2021 – Special County Council Meeting

513-21: Orichowski That the minutes of the **Smoky Lake County Council Special Meeting** held on Tuesday, March 4, 2021, be adopted as presented.

Carried

Minutes of March 4, 2021 – County Council Departmental Operations

514-21: Gawalko That the minutes of the **Smoky Lake County Council Departmental Operations Meeting**, held on Thursday, March 4, 2021, be adopted as presented.

Carried.

Minutes of March 8, 2021 – County Council Committee of the Whole - Planning

515-21: Halisky That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning**, held on Monday, March 8, 2021, be adopted as presented.

Carried.

Addition to the Agenda:

Canada's Big Truck Rental – 2020 Peterbilt 520 Solid Waste Collection Unit Quote

516-21: Lukinuk That Smoky Lake County Council approve to enter into an agreement with 0962667 B.C. LTD dba - Canada's Big Truck Rental of 120 East Beaver Creek Rd., Unit 105 Richmond Hill, ON L4B 4V1, to rent a Year-2020 Peterbilt 520 Chassis with a Wittke Starlight 40Yd body for the purpose of Solid Waste Collection, as per Quote Number GEN-2004-001234, dated March 23, 2020, in the amount not to exceed \$91,000.00 for six months rental; and track all costs including fuel within the six months for the purpose of evaluating a possible purchase of the said equipment.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually left the meeting, time 9:41 a.m.

4. Request for Decision:

Bylaw No. 1393-21: Amend Land Use Bylaw

517-21: Orichowski That Smoky Lake County Council give Bylaw No. 1393-21: a Bylaw to amend Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M, **FIRST READING**, and to schedule a Public Hearing, to be held virtually, on Thursday, April 29, 2021, at 9:15 a.m., and to advertise in the local newspapers, said Public Hearing in accordance with section 230 and section 606 of the *Municipal Government Act*, and to advertise notice of said Public Hearing on the County's website and at the County Office.

Carried.

Daniel Moric, Natural Gas Manager, virtually left the meeting, time 9:55 a.m.

Barb McCarthy, CPA, CA, from JMD Group LLP - Chartered Professional Accountants, entered Council Chambers, time 10:07 a.m.

7. Delegation:

JMD Group LLP – County Financial Statements

Physically present before County Council from 10:07 a.m. to 10:22 a.m. was Barb McCarthy, CPA, CA, from JMD Group LLP - Chartered Professional Accountants, to present the Smoky Lake County Consolidated Financial Statement and the Smoky Lake County Gas Utility Financial Statement for the Year Ending December 31, 2020 as follows:



Maurice R. Joly, CPA, CA, CFP*
Barbara K. M^cCarthy, CPA, CA*
Claude R. Dion, CPA, CA, CMA*
Richard R. Jean, CPA, CA*
Amie J. Anderson, CPA, CA*
Stephanie Ference, CPA, CA*
*Denotes Professional Corporation

March 7, 2021

Reeve and Council
Smoky Lake County
Box 310
4612 McDougall Drive
Smoky Lake, AB T0A 3C0

Dear Reeve and Council:

Re: Audit Findings

This letter has been prepared to assist you with your review of the financial statements of the Smoky Lake County for the period ending December 31, 2020. We look forward to meeting with you and discussing the matters outlined below.

Audit Status

We have completed the audit of the financial statements, with the exception of the following items:

1. Receipt of a signed representation letter from management;
2. Completing our discussions with the Reeve and Council; and
3. Obtaining evidence of the Reeve and Councils' approval of the financial statements.

Significant Matters Arising

Changes to Audit Plan

There were no changes to the audit plan as presented to you in our letter of November 10, 2020.

Significant Difficulties Encountered

There were no significant difficulties encountered during our audit.

Comments on Accounting Practices

Accounting Policies

The significant accounting policies used by the county are outlined in Note I to the financial statements.

- There were no significant changes in accounting policies;
- We did not identify any alternative accounting policies that would have been more appropriate in the circumstances; and
- We did not identify any significant accounting policies in controversial or emerging areas.

Significant Accounting Estimates

The following significant estimates/judgments are contained in the financial statements:

- Amortization of tangible capital assets;
- Value of gravel inventory;
- Allowance for uncollectible accounts;
- Accrual for sick leave; and
- Accrual for retirement benefits, and
- Landfill closure and post-closure liability.

Based on audit work performed, we are satisfied with the estimates made by management.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Uncorrected Misstatements

We accumulated misstatements that we identified during our audit and communicated them to management. All material misstatements were corrected.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the

purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

Written Representations

In a separate communication, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian public sector accounting standards.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this audit findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of those charged with governance of the County of Smoky Lake to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



JMD Group LLP
Chartered Professional Accountants

**SMOKY LAKE COUNTY
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
DECEMBER 31, 2020**

INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the consolidated financial statements of Smoky Lake County (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, changes in net financial assets, and cash flows and schedules 1 to 6 for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of the audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosure are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. Paul, Alberta
March 25, 2021

Chartered Professional Accountants

**SMOKY LAKE COUNTY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
Financial assets		
Cash (note 2)	\$ 20,121,392	\$ 15,830,959
Taxes and grants in place receivable (note 3)	520,590	690,355
Receivables from other governments	1,427,404	1,145,916
Trade and other receivables	1,062,772	1,013,899
Investment in Gas Alberta Inc. (note 4)	67,983	67,983
Investment in Corridor Communications Inc.	--	<u>1,099,894</u>
	<u>23,200,141</u>	<u>19,849,006</u>
Liabilities		
Accounts payable and accrued liabilities	1,342,248	1,028,755
Employee obligations (note 5)	1,369,065	1,305,071
Deposit liabilities	231,615	269,395
Deferred revenue (note 6)	2,013,468	1,117,359
Tax sale surplus	10,069	4,307
Landfill closure and post-closure liability (note 7)	<u>286,688</u>	<u>263,500</u>
	<u>5,253,153</u>	<u>3,988,387</u>
Net financial assets	<u>17,946,988</u>	<u>15,860,619</u>
Non-financial assets		
Tangible capital assets (schedule 2)	36,940,936	38,595,683
Inventory (note 8)	3,520,433	2,968,775
Prepaid expenses	<u>247,329</u>	<u>231,782</u>
	<u>40,708,698</u>	<u>41,796,240</u>
Accumulated surplus (schedule 1, note 12)	<u>\$ 58,655,686</u>	<u>\$ 57,656,859</u>
Contingent liabilities (note 14)		

ON BEHALF OF THE SMOKY LAKE COUNTY

Reeve

CAO

SMOKY LAKE COUNTY
CONSOLIDATED STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Budget (unaudited)	2020	2019
Revenues			
Net municipal taxes (schedule 3)	\$ 9,766,052	\$ 9,699,791	\$ 9,684,252
Sales of goods and services	917,554	789,708	807,267
Government transfers for operating (schedule 4)	661,198	776,174	618,845
Investment income	363,312	229,360	377,187
Penalties and costs of taxes	74,095	249,046	217,030
Licenses and permits	60,330	108,636	88,058
Special levies and taxes	208,800	219,076	602,536
Insurance recoveries	78,000	79,568	87,218
Rentals and leases	47,650	43,137	28,892
Gain on sale of investment	--	1,622,480	--
Natural gas	<u>2,579,150</u>	<u>2,694,526</u>	<u>2,772,355</u>
	<u>14,756,141</u>	<u>16,511,502</u>	<u>15,283,640</u>
Expenses			
Legislative	541,793	456,662	511,324
Administration	1,810,787	2,297,355	2,348,636
Protective services	925,386	893,217	731,793
Transportation	8,096,649	7,057,639	7,372,004
Water and wastewater	553,849	574,660	539,337
Landfill	551,894	469,034	505,543
Further education	125,700	114,048	113,288
Agriculture services	887,481	655,000	734,336
Municipal planning, community and economic development	669,562	729,407	631,080
Recreation and culture	477,919	391,358	462,586
Natural gas	<u>2,702,150</u>	<u>2,730,596</u>	<u>2,727,196</u>
	<u>17,343,170</u>	<u>16,368,976</u>	<u>16,677,123</u>
Deficiency of revenues over expenses before other	(2,587,029)	142,526	(1,393,483)
Other			
Loss on disposal of tangible capital assets	--	(12,220)	(114,915)
Government transfers for capital (schedule 4)	<u>874,250</u>	<u>868,521</u>	<u>1,443,225</u>
Excess (deficiency) of revenues over expenses	(1,712,779)	998,827	(65,173)
Accumulated surplus, beginning of year	<u>57,656,859</u>	<u>57,656,859</u>	<u>57,722,032</u>
Accumulated surplus, end of year	\$ <u>55,944,080</u>	\$ <u>58,655,686</u>	\$ <u>57,656,859</u>

SMOKY LAKE COUNTY
CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Budget (unaudited)	2020	2019
Excess (deficiency) of revenues over expenses	\$ (1,712,779)	\$ 998,827	\$ (65,173)
Acquisition of tangible capital assets	(1,272,289)	(699,026)	(1,165,038)
Proceeds on disposal of tangible capital assets	--	9,200	315,082
Amortization of tangible capital assets	2,277,786	2,332,353	2,324,012
Loss on disposal of tangible capital assets	--	12,220	114,915
	<u>1,005,497</u>	<u>1,654,747</u>	<u>1,588,971</u>
Acquisition of inventory	(2,200,000)	(2,131,499)	(2,521,304)
Use of inventory	1,600,000	1,579,841	2,140,829
Acquisition of prepaid assets	(240,000)	(242,734)	(220,058)
Use of prepaid assets	<u>220,000</u>	<u>227,187</u>	<u>205,580</u>
	<u>(620,000)</u>	<u>(567,205)</u>	<u>(394,953)</u>
Increase (decrease) in net financial assets	(1,327,282)	2,086,369	1,128,845
Net financial assets, beginning of year	<u>15,860,619</u>	<u>15,860,619</u>	<u>14,731,774</u>
Net financial assets, end of year	\$ <u>14,533,337</u>	\$ <u>17,946,988</u>	\$ <u>15,860,619</u>

SMOKY LAKE COUNTY
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2020

	2020	2019
Net inflow (outflow) of cash related to the following activities:		
Operating		
Excess (deficiency) of revenues over expenses	\$ 998,827	\$ (65,173)
Non-cash items included		
Amortization of tangible capital assets	2,332,353	2,324,012
Loss on disposal of tangible capital assets	12,220	114,915
Non-cash charges to operations (net change):		
Decrease (increase) in		
Taxes and grants in place receivable	169,765	104,323
Receivables from other governments	(281,488)	240,467
Trade and other receivables	(48,873)	(161,102)
Inventory	(551,658)	(380,475)
Prepaid expenses	(15,547)	(14,478)
Increase (decrease) in		
Accounts payable and accrued liabilities	313,493	161,315
Employee obligations	63,994	(1,895)
Deposit liabilities	(37,780)	--
Deferred revenue	896,109	(57,255)
Tax sale surplus	5,762	80
Landfill closure and post-closure	23,188	15,500
	<u>3,880,365</u>	<u>2,280,234</u>
Capital		
Acquisition of tangible capital assets	(699,026)	(1,165,038)
Proceeds on disposal of tangible capital assets	9,200	315,082
	<u>(689,826)</u>	<u>(849,956)</u>
Investing		
Increase in restricted cash	(700,666)	(59,772)
Decrease in investment in CCI	1,099,894	--
	<u>399,228</u>	<u>(59,772)</u>
Change in cash during the year	3,589,767	1,370,506
Cash, beginning of year	<u>15,608,793</u>	<u>14,238,287</u>
Cash, end of year	<u>\$ 19,198,560</u>	<u>\$ 15,608,793</u>
Cash is made up of:		
Cash (note 2)	\$ 20,121,392	\$ 15,830,959
Less restricted portion	<u>(922,832)</u>	<u>(222,166)</u>
	<u>\$ 19,198,560</u>	<u>\$ 15,608,793</u>

SMOKY LAKE COUNTY
SCHEDULE 1 - CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2020	2019
Balance, beginning of year	\$ 6,296,316	\$ 12,764,860	\$ 38,595,683	\$ 57,656,859	\$ 57,722,032
Excess (deficiency) of revenues over expenses	998,827	--	--	998,827	(65,173)
Unrestricted funds designated for future use	(2,635,893)	2,635,893	--	--	--
Current year funds used for tangible capital assets	(699,026)	--	699,026	--	--
Disposal of tangible capital assets	21,420	--	(21,420)	--	--
Annual amortization expense	2,332,353	--	(2,332,353)	--	--
Change in accumulated surplus	<u>17,681</u>	<u>2,635,893</u>	<u>(1,654,747)</u>	<u>998,827</u>	<u>(65,173)</u>
Balance, end of year	\$ 6,313,997	\$ 15,400,753	\$ 36,940,936	\$ 58,655,686	\$ 57,656,859

SMOKY LAKE COUNTY
SCHEDULE 2 - TANGIBLE CAPITAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	2020	2019
Cost								
Balance, beginning of year	\$ 5,143,588	\$ 1,364,576	\$ 4,597,289	\$ 50,484,573	\$ 11,907,582	\$ 5,885,428	\$ 79,383,036	\$ 79,163,999
Acquisition of tangible capital assets	14,500	95,404	217,811	7,570	258,643	161,940	755,868	1,011,741
Construction-in-progress	--	--	--	(56,842)	--	--	(56,842)	153,297
Disposal of tangible capital assets	(14,020)	--	--	--	--	(14,800)	(28,820)	(946,001)
Balance, end of year	<u>5,144,068</u>	<u>1,459,980</u>	<u>4,815,100</u>	<u>50,435,301</u>	<u>12,166,225</u>	<u>6,032,568</u>	<u>80,053,242</u>	<u>79,383,036</u>
Accumulated amortization								
Balance, beginning of year	--	895,924	1,502,743	28,951,274	5,619,897	3,817,515	40,787,353	38,979,345
Annual amortization	--	51,835	84,357	1,250,241	664,323	281,597	2,332,353	2,324,012
Accumulated amortization on disposals	--	--	--	--	--	(7,400)	(7,400)	(516,004)
Balance, end of year	<u>--</u>	<u>947,759</u>	<u>1,587,100</u>	<u>30,201,515</u>	<u>6,284,220</u>	<u>4,091,712</u>	<u>43,112,306</u>	<u>40,787,353</u>
Net book value of tangible capital assets	<u>\$ 5,144,068</u>	<u>\$ 512,221</u>	<u>\$ 3,228,000</u>	<u>\$ 20,233,786</u>	<u>\$ 5,882,005</u>	<u>\$ 1,940,856</u>	<u>\$ 36,940,936</u>	<u>\$ 38,595,683</u>
2019 Net book value of tangible capital assets	\$ 5,143,588	\$ 468,652	\$ 3,094,546	\$ 21,533,299	\$ 6,287,685	\$ 2,067,913	\$ 38,595,683	

SMOKY LAKE COUNTY
SCHEDULE 3 - PROPERTY TAXES LEVIED
FOR THE YEAR ENDED DECEMBER 31, 2020

	Budget (unaudited)	2020	2019
Levies			
Residential and farmland	\$ 3,528,023	\$ 3,514,675	\$ 3,506,048
Non-residential	992,836	1,004,719	879,058
Machinery and equipment	1,233,333	1,232,012	1,241,523
Linear property	6,394,923	6,382,279	6,444,229
Grants in place	66,320	33,169	66,593
	<u>12,215,435</u>	<u>12,166,854</u>	<u>12,137,451</u>
Requisitions			
Alberta School Foundation Fund	1,921,305	1,960,283	1,925,363
Smoky Lake Foundation	504,150	482,894	502,965
Designated Industrial Property	23,928	23,886	24,871
	<u>2,449,383</u>	<u>2,467,063</u>	<u>2,453,199</u>
Net municipal taxes	\$ 9,766,052	\$ 9,699,791	\$ 9,684,252

SCHEDULE 4 - GOVERNMENT TRANSFERS

Transfers for operations			
Federal	\$ 20,000	\$ 16,800	\$ 11,056
Provincial	569,008	655,746	548,801
Other local governments	72,190	103,628	58,988
	<u>661,198</u>	<u>776,174</u>	<u>618,845</u>
Transfers for capital			
Provincial	774,250	830,083	1,328,252
Other local governments	100,000	38,438	114,973
	<u>874,250</u>	<u>868,521</u>	<u>1,443,225</u>
Total government transfers	\$ 1,535,448	\$ 1,644,695	\$ 2,062,070

SCHEDULE 5 - CONSOLIDATED EXPENSES BY OBJECT

Expenses			
Salaries, wages and benefits	\$ 7,782,721	\$ 7,233,796	\$ 7,278,337
Contracted and general services	3,088,772	2,349,376	2,332,674
Purchases from other governments	193,262	194,968	118,260
Materials, goods, supplies and utilities	2,488,363	2,222,953	2,575,304
Provision for allowances and bad debts	--	401,271	411,804
Transfers to other governments	55,500	62,877	46,677
Transfers to individuals and organizations	337,194	291,461	355,647
Bank charges and short-term interest	5,850	3,790	4,639
Tax adjustments	3,000	15,058	27,024
Natural gas purchases	1,110,722	1,261,073	1,202,745
Amortization of tangible capital assets	2,277,786	2,332,353	2,324,012
Total expenses	\$ 17,343,170	\$ 16,368,976	\$ 16,677,123

SMOKY LAKE COUNTY
SCHEDULE 6 - SEGMENTED DISCLOSURE
FOR THE YEAR ENDED DECEMBER 31, 2020

	General Government	Protective Services	Transportation Services	Environmental Services	Agriculture	Planning, Community Services	Recreation and Culture	Gas	Total
Revenues									
Net municipal taxes	\$ 9,699,791	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ 9,699,791
Government transfers	269,568	22,389	776,689	--	123,908	289,022	124,681	38,438	1,644,695
User fees and sales of goods	132,048	161,400	243,906	260,354	1,585	105,157	33,552	2,681,503	3,619,505
Investment income	215,358	--	--	--	--	--	--	14,000	229,358
Other revenues	1,954,575	--	210,036	9,040	--	--	--	13,023	2,186,674
	<u>12,271,340</u>	<u>183,789</u>	<u>1,230,631</u>	<u>269,394</u>	<u>125,493</u>	<u>394,179</u>	<u>158,233</u>	<u>2,746,964</u>	<u>17,380,023</u>
Expenses									
Salaries, wages and benefits	1,354,019	331,634	3,301,454	509,151	400,479	294,482	140,502	902,075	7,233,796
Contract and general services	697,293	306,437	630,580	217,201	99,566	398,125	25,626	169,516	2,544,344
Goods and supplies	190,169	139,475	1,488,075	84,698	99,186	2,479	55,099	1,424,845	3,484,026
Transfers to others	33,260	--	--	52,877	--	148,369	119,832	--	354,338
Loss (gain) on disposal of assets	11,020	--	1,200	--	--	--	--	--	12,220
Other expenses	419,460	--	--	2,015	--	--	--	(1,356)	420,119
	<u>2,705,221</u>	<u>777,546</u>	<u>5,421,309</u>	<u>865,942</u>	<u>599,231</u>	<u>843,455</u>	<u>341,059</u>	<u>2,495,080</u>	<u>14,048,843</u>
Net revenue before amortization	9,566,119	(593,757)	(4,190,678)	(596,548)	(473,738)	(449,276)	(182,826)	251,884	3,331,180
Amortization expense	(59,816)	(115,671)	(1,637,530)	(177,752)	(55,769)	--	(50,299)	(235,516)	(2,332,353)
Excess (deficiency) of revenues over expenses	\$ 9,506,303	\$(709,428)	\$(5,828,208)	\$(774,300)	\$(529,507)	\$(449,276)	\$(233,125)	\$ 16,368	\$ 998,827

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. Significant Accounting Policies

The consolidated financial statements of the Smoky Lake County are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants. Significant aspects of the accounting policies adopted by the county are as follows:

(a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the county and are, therefore, accountable to the county Council for the administration of their financial affairs and resources. Included with the county is the Smoky Lake Heritage Board.

The schedule of taxes levied also includes requisitions for education and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(c) Cash

Cash is defined as petty cash and cash in chequing and savings accounts adjusted for outstanding cheques and deposits.

(d) Investments

Investments are recorded at amortized cost. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. Significant Accounting Policies - continued

(e) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(f) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(g) Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

(h) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(i) Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environmental Protection and Enhancement Act, the county is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The requirement is being provided for over the estimated remaining life of the landfill site based on usage.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. Significant Accounting Policies – continued

(j) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated change in net financial assets for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

	Years
Land improvements	10-25
Buildings	50
Engineered structures	
Roadway system	15
Water systems	18-40
Wastewater systems	18-40
Bridges	50-150
Gas distribution system	40-50
Machinery and equipment	20-30
Vehicles	10-20

One-half of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

(iii) Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(k) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

2. Cash	2020	2019
Petty cash	\$ 850	\$ 850
Current accounts	1,663,159	540,698
Savings accounts	18,447,314	15,285,104
Trust account	<u>10,069</u>	<u>4,307</u>
	<u>\$ 20,121,392</u>	<u>\$ 15,830,959</u>

Council has designated \$15,400,753 (2019 - \$12,764,860) to fund the reserves.

Included in cash is a restricted amount of \$922,832 (2019 - \$222,166) comprised of deferred revenue received and not expended (see note 6).

3. Taxes and Grants in Place Receivable	2020	2019
Current	\$ 333,445	\$ 430,296
Arrears	1,473,974	1,145,616
Less allowance for doubtful accounts	<u>(1,286,829)</u>	<u>(885,557)</u>
	<u>\$ 520,590</u>	<u>\$ 690,355</u>

4. Investment in Gas Alberta Inc.

Effective June 30, 1998, Gas Alberta, a branch of Alberta Transportation and Utilities, was privatized and operations assumed by Gas Alberta Inc. The shareholders of Gas Alberta Inc. are predominantly made up of members of the Federation of Alberta Gas Co-ops.

The county's investment in Gas Alberta Inc. consists of:	2020	2019
Class A common shares	\$ 483	\$ 483
Loan receivable	<u>67,500</u>	<u>67,500</u>
	<u>\$ 67,983</u>	<u>\$ 67,983</u>

The loan is non-interest bearing and is secured by a debenture. The loan is due upon the expiration of the contract and may be repaid earlier at Gas Alberta Inc.'s option or in the event the county no longer holds any of the Class A common shares.

5. Employee Obligations	2020	2019
Accrued holiday pay	\$ 442,495	\$ 390,289
Accrued retirement benefits	108,103	106,663
Accrued wages	76,936	63,765
Accrued sick leave	<u>741,531</u>	<u>744,354</u>
	<u>\$ 1,369,065</u>	<u>\$ 1,305,071</u>

**SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

6. Deferred Revenue	<u>2020</u>	<u>2019</u>
Federal Gas Tax Fund	\$ 551,971	\$ 411,198
Municipal Sustainability Initiative – Capital	1,176,721	646,226
ACP – Intermunicipal Collaboration	74,805	--
Municipal Operating Support Transfer	163,219	--
Family and Community Support Services	7,783	--
Advanced Education	20,793	22,038
Natural gas sales	<u>18,176</u>	<u>37,897</u>
	\$ 2,013,468	\$ 1,117,359

Unexpended funding in the amount of \$1,995,292 was allocated to the county in the current year from various federal and provincial government programs. The use of these funds is restricted to eligible operating and capital projects as approved under the funding agreements. Of these allocations, funds received and unexpended are supported by funds in savings accounts of \$922,832.

7. Landfill Closure and Post-Closure Liability

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on an engineering assessment dated November 27, 2017 adjusted for inflation at 2%.

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. The total capacity of the site is estimated at 135,000 cubic metres. The estimated remaining capacity of the landfill site is 87,000 cubic metres. The existing landfill site is expected to reach capacity in approximately the year 2049.

The municipality has designated some assets for settling closure and post-closure liabilities.

	<u>2020</u>	<u>2019</u>
Estimated closure costs	\$ 406,500	\$ 399,840
Estimated post-closure costs	<u>399,000</u>	<u>390,660</u>
Estimated total liability	\$ 805,500	\$ 790,500
Estimated capacity used	36%	33%
Amount accrued to December 31	\$ 286,688	\$ 263,500
Balance of total liability remaining to be recognized	<u>\$ 518,812</u>	<u>\$ 527,000</u>

**SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

8. Inventory	<u>2020</u>	<u>2019</u>
Public works	\$ 710,149	\$ 629,341
Gravel (valued at crushing cost)	2,623,477	2,205,242
A.S.B.	<u>72,409</u>	<u>24,864</u>
	3,406,035	2,859,447
Gas utility	<u>114,398</u>	<u>109,328</u>
	\$ 3,520,433	\$ 2,968,775

9. Contaminated Sites Liability

In 2019 a phase 2 environmental study was conducted on SE-16-59-19 W4M. The assessment concluded that there was a high potential for contamination of soil, soil vapour, and/or groundwater at the subject site relative to CL, IL, or Aquatic Life and DW standards. Currently, a provision of \$100,000 has been recorded.

10. Debt Limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Smoky Lake County be disclosed as follows:

	<u>2020</u>	<u>2019</u>
Total debt limit	\$ 24,824,910	\$ 23,097,919
Total debt	<u>---</u>	<u>---</u>
Debt limit remaining	\$ 24,824,910	\$ 23,097,919
Debt servicing limit	\$ 4,137,485	\$ 3,849,653
Debt servicing	<u>---</u>	<u>---</u>
Debt servicing limit remaining	<u>\$ 4,137,485</u>	<u>\$ 3,849,653</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

11. Operating Loan

The county has a prime less ¼% authorized operating line of \$5,000,000 with the Alberta Treasury Branch. No balance was outstanding as at December 31, 2020.

**SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

12. Accumulated Surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2020</u>	<u>2019</u>
Unrestricted surplus	\$ <u>6,313,997</u>	\$ <u>6,296,316</u>
Restricted surplus		
Capital		
Building	1,197,539	183,374
General	3,283,113	2,436,505
Connectivity	476,523	--
Regional landfill	613,206	527,946
Transportation	1,349,496	1,205,170
Gravel pit reclamation	456,536	447,929
Gravel pit development	99,746	83,203
Fire	1,365,612	1,317,452
Street sweeper	55,264	45,769
Regional waterline	261,233	261,233
Road development	1,604,633	1,484,363
Economic development	59,223	59,223
Municipal reserve	<u>41,762</u>	<u>41,762</u>
	10,863,886	8,093,929
Municipal general	2,507,750	2,751,676
Gas	<u>2,029,117</u>	<u>1,919,255</u>
Total restricted	<u>15,400,753</u>	<u>12,764,860</u>
Equity in tangible capital assets	<u>36,940,936</u>	<u>38,595,683</u>
	<u>\$ 58,655,686</u>	<u>\$ 57,656,859</u>

13. Segmented Disclosure

The Smoky Lake County provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

Refer to Schedule 6 – Segmented Disclosure.

**SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

14. Contingent Liabilities

(a) Evergreen Regional Waste Management Services Commission

Smoky Lake County is a member of the Evergreen Regional Waste Management Services Commission. Each participating municipality funds a portion of the Commission's deficit based on their proportionate tippage for the year. The expense is accounted for as a current transaction in the year the county is invoiced.

(b) Highway 28/63 Regional Water Services Commission

Smoky Lake County is a member of Highway 28/63 Regional Water Services Commission. Each participating municipality would be responsible for their proportionate share of any unfunded deficit. The expense would be accounted for as a current transaction in the year the county is invoiced.

15. Commitments

Council has agreed to provide funding of \$445,000 towards the construction of a new school in the Town of Smoky Lake

16. Local Authorities Pension Plan

Employees of the county participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 274,000 people and 420 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The county is required to make current service contributions to the LAPP of 9.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% on pensionable earnings above this amount. Employees of the county are required to make current service contributions of 8.39% of pensionable salary up to the year's maximum pensionable salary and 12.84% on pensionable salary above this amount.

Total current service contributions by the county to the LAPP in 2020 were \$282,233 (2019 - \$288,940). Total current service contributions by the employees of the county to the LAPP in 2020 were \$256,403 (2019 - \$262,555).

At December 31, 2019, the LAPP disclosed an actuarial surplus of \$7.91 billion.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

17. Salary and Benefits Disclosure

Disclosure of salaries and benefits for municipal officials and designated officers as required by Alberta Regulation 313/2000 is as follows:

		2020		
		Salary	Benefits & Allow.	Expenses
		(1)	(2)	(3)
Reeve	Lukinuk	\$ 77,875	\$ 11,818	\$ 9,598
Councillors	Orichowski	71,234	13,821	9,234
	Gawalko	67,913	10,799	10,497
	Cherniwchan	67,913	10,202	8,267
	Halisky	<u>67,913</u>	<u>14,614</u>	<u>6,123</u>
Total 2020 legislative costs		<u>\$ 352,848</u>	<u>\$ 61,254</u>	<u>\$ 43,719</u>
Chief Administrative Officer	Ollikka	\$ 97,054	\$ 16,986	\$ 1,378
	Sobolewski	\$ 39,500	\$ 9,945	\$ 25,137
Designated Officers – 3		<u>\$ 253,108</u>	<u>\$ 31,655</u>	<u>\$ 2,239</u>

		2019		
		Salary	Benefits & Allow.	Expenses
		(1)	(2)	(3)
Reeve	Lukinuk	\$ 77,127	\$ 12,104	\$ 31,675
Councillors	Orichowski	70,555	13,598	20,937
	Gawalko	67,267	10,574	19,160
	Cherniwchan	67,267	12,870	20,228
	Halisky	<u>67,267</u>	<u>13,282</u>	<u>19,402</u>
Total 2020 legislative costs		<u>\$ 349,483</u>	<u>\$ 62,428</u>	<u>\$ 111,402</u>
Chief Administrative Officer	Ollikka	\$ 155,268	\$ 29,820	\$ 15,307
	Designated Officers - 3	<u>\$ 318,294</u>	<u>\$ 40,122</u>	<u>\$ 5,311</u>

- (1) Salary includes regular base pay, gross honoraria, Reeve remuneration and any other direct cash remuneration. These amounts are included in Legislative, Development, ASB, and Natural Gas functional expenses.
- (2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including Canada Pension Plan, Employment Insurance, health care, dental coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, and professional memberships.
- (3) Expenses include travel, mileage, meals, accommodation, registration fees and other expenses.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

18. Financial Instruments

The county's financial instruments consist of cash, receivables, long-term investments, and accounts payable and accrued liabilities. It is management's opinion that the county is not exposed to significant interest or currency risks arising from these financial instruments.

The county is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the county provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instruments approximates fair value.

19. Approval of Financial Statements

Council and Management have approved these financial statements.

20. Budget Amounts

Budget amounts are included for information purposes only and are not audited.

21. Subsequent Event

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national, and global economics.

Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance.

As a result, we are unable to estimate the potential impact on the County's operations as at the date of these financial statements.

SMOKY LAKE COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

22. Recent Accounting Pronouncements Published But Not Yet Adopted

- (a) PSAS Section 1000, Financial Statement Concepts
The amendments are effective beginning on or after April 1, 2023. This standard has been amended to allow for recognition of intangibles.
- (b) PSAS Section 1201, Financial Statement Presentation
Revised standard is effective beginning on or after April 1, 2023, when sections PS2601 and PS3450 are adopted.
- (c) PSAS Section 2601, Foreign Currency Translation
PS2601 establishes standards on how to account for and report transactions that are denominated in foreign currency in government financial statements. It applies to years beginning on or after April 1, 2022.
- (d) PSAS Section 3041, Portfolio Investments
This standard addresses the distinction between temporary and portfolio investments. The standard is effective beginning on or after April 1, 2022, when sections PS1201, PS2601 and PS3450 are adopted.
- (e) PSAS Section 3280, Asset Retirement Obligations
This standard is intended to provide guidance on accounting for asset retirement obligations and will apply in years beginning on or after April 1, 2021.
- (f) PSAS Section 3400, Revenue
This standard will provide greater clarity on the difference between exchange and non-exchange transactions. It applies in years beginning on or after April 1, 2023.
- (g) PSAS Section 3450, Financial Instruments
This standard establishes recognition, measurement and disclosure requirements for derivative and non- derivative financial instruments. It applies to years beginning on or after April 1, 2022.

SMOKY LAKE COUNTY GAS UTILITY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

INDEPENDENT AUDITOR'S REPORT

To the Members of Council:

Opinion

We have audited the financial statements of the Smoky Lake County Gas Utility, which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net financial assets, and cash flows and schedules of changes in accumulated surplus, gross margin and operating expenses for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Gas Utility as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Gas Utility in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Gas Utility's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Gas Utility or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Gas Utility's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of the audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Gas Utility's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Gas Utility's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Gas Utility to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. Paul, Alberta
March 25, 2021

Chartered Professional Accountants

**SMOKY LAKE COUNTY GAS UTILITY
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
Financial assets		
Due from general operating fund	\$ 1,943,228	\$ 1,825,211
Receivables (net of allowance)	351,502	452,580
Investment in Gas Alberta Inc. (note 3)	<u>67,983</u>	<u>67,983</u>
	<u>2,362,713</u>	<u>2,345,774</u>
Liabilities		
Accounts payable	197,376	281,002
Meter deposits payable	9,775	8,675
Deferred revenue	<u>18,176</u>	<u>37,897</u>
	<u>225,327</u>	<u>327,574</u>
Net financial assets	<u>2,137,386</u>	<u>2,018,200</u>
Non-financial assets		
Inventory	114,398	109,328
Prepaid expenses	42,308	42,464
Tangible capital assets (note 4)	<u>2,316,436</u>	<u>2,424,168</u>
	<u>2,473,142</u>	<u>2,575,960</u>
Accumulated surplus (note 5)	<u>\$ 4,610,528</u>	<u>\$ 4,594,160</u>

ON BEHALF OF THE SMOKY LAKE COUNTY

Reeve

CAO

**SMOKY LAKE COUNTY GAS UTILITY
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Budget (unaudited)	2020	2019
Revenues			
Gas sales and distribution charges	\$ 1,833,000	\$ 1,975,881	\$ 1,938,495
Penalties and service charges	498,000	502,323	508,786
Appliance sales and service	1,000	--	90
Sale of goods, secondaries, conversions	51,050	49,960	52,038
RMO operating grant	25,100	10,895	25,137
Interest income	12,000	14,000	30,000
Bulk odorant delivery	89,000	89,639	91,551
Compressed natural gas revenue	32,000	31,805	8,290
Gas Alberta rebate	--	--	92,065
Infill rebate	--	13,023	6,903
Infill recovery	50,000	21,000	49,000
	<u>2,591,150</u>	<u>2,708,526</u>	<u>2,802,355</u>
Expenses			
Wages and benefits	955,173	902,075	903,170
Materials	181,420	163,772	172,461
Gas purchases	1,110,722	1,261,073	1,202,745
Contracted and general services	241,835	169,516	218,022
Amortization	213,000	235,516	230,059
Bad debt expense (recovery)	--	(1,356)	739
	<u>2,702,150</u>	<u>2,730,596</u>	<u>2,727,196</u>
Excess of revenues over expenses before other	(111,000)	(22,070)	75,159
Other			
Government transfers for capital	100,000	38,438	114,973
Excess of revenues over expenses	(11,000)	16,368	190,132
Accumulated surplus, beginning of year	4,594,160	4,594,160	4,404,028
Accumulated surplus, end of year	\$ 4,583,160	\$ 4,610,528	\$ 4,594,160

**SMOKY LAKE COUNTY GAS UTILITY
STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Budget (unaudited)	2020	2019
Excess (deficiency) of revenues over expenses	\$ (11,000)	\$ 16,368	\$ 190,132
Proceeds on disposal of tangible capital assets	--	--	54,000
Acquisition of tangible capital assets	(252,000)	(127,784)	(153,297)
Amortization of tangible capital assets	213,000	235,516	230,059
	<u>(39,000)</u>	<u>107,732</u>	<u>130,762</u>
Acquisition of inventory	--	(49,987)	(102,132)
Use of inventory	--	44,917	45,719
Acquisition of prepaid assets	--	(42,308)	(43,013)
Use of prepaid assets	--	42,464	40,808
	<u>--</u>	<u>(4,914)</u>	<u>(58,618)</u>
Increase (decrease) in net financial assets	(50,000)	119,186	262,276
Net financial assets, beginning of year	2,018,200	2,018,200	1,755,924
Net financial assets, end of year	\$ 1,968,200	\$ 2,137,386	\$ 2,018,200

**SMOKY LAKE COUNTY GAS UTILITY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2020**

	<u>2020</u>	<u>2019</u>
Net inflow (outflow) of cash related to the following activities:		
Operating		
Excess of revenues over expenses	\$ 16,368	\$ 190,132
Non-cash items included		
Amortization of tangible capital assets	235,516	230,059
Non-cash charges to operations (net change):		
Decrease (increase)		
Receivables	101,078	(112,542)
Inventory	(5,070)	(56,413)
Prepaid expenses	156	(2,205)
Increase (decrease)		
Accounts payable	(83,626)	123,475
Meter deposits	1,100	(1,300)
Deferred revenue	<u>(19,721)</u>	<u>21,417</u>
	<u>245,801</u>	<u>392,623</u>
Capital		
Acquisition of tangible capital assets	(127,784)	(153,297)
Proceeds on disposal of tangible capital assets	<u>--</u>	<u>54,000</u>
	<u>(127,784)</u>	<u>(99,297)</u>
Change in cash and cash equivalents during the year	118,017	293,326
Cash and cash equivalents, beginning of the year	<u>1,825,211</u>	<u>1,531,885</u>
Cash and cash equivalents, end of the year	<u>\$ 1,943,228</u>	<u>\$ 1,825,211</u>

Cash and cash equivalents are defined as Due from General Operating Fund.

**SMOKY LAKE COUNTY GAS UTILITY
SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	<u>2020</u>	<u>2019</u>
Balance, beginning of year	\$ 250,737	\$ 1,919,255	\$ 2,424,168	\$ 4,594,160	\$ 4,404,028
Excess of revenues over expenses	16,368	--	--	16,368	190,132
Funds designated for future use	(109,862)	109,862	--	--	--
Funds used for tangible capital assets	(127,784)		127,784	--	--
Annual amortization expense	<u>235,516</u>	<u>--</u>	<u>(235,516)</u>	<u>--</u>	<u>--</u>
Change in accumulated surplus	<u>14,238</u>	<u>109,862</u>	<u>(107,732)</u>	<u>16,368</u>	<u>190,132</u>
Balance, end of year	\$ <u>264,975</u>	\$ <u>2,029,117</u>	\$ <u>2,316,436</u>	\$ <u>4,610,528</u>	\$ <u>4,594,160</u>

**SMOKY LAKE COUNTY GAS UTILITY
SCHEDULE OF GROSS MARGIN
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Budget (unaudited)	<u>2020</u>	<u>2019</u>
Gas sales and distribution charges	\$ 1,833,000	\$ 1,975,881	\$ 1,938,495
Gas purchases	<u>(1,110,722)</u>	<u>(1,261,073)</u>	<u>(1,202,745)</u>
Capital surcharge	<u>(131,000)</u>	<u>(149,802)</u>	<u>(148,785)</u>
Gross margin	\$ <u>591,278</u>	\$ <u>565,006</u>	\$ <u>586,965</u>

SCHEDULE OF OPERATING EXPENSES

	Budget (unaudited)	<u>2020</u>	<u>2019</u>
General and administrative expenditures			
Council expenses	\$ 9,000	\$ 515	\$ 5,959
Audit, legal, and consulting	38,900	37,479	36,717
Advertising, membership, printing	32,700	38,211	33,781
Telephone, postage, freight, travel	27,400	17,934	15,597
Computer lease	5,000	3,385	3,399
Office supplies, utilities, insurance	71,650	68,998	69,965
Wages and benefits	<u>450,968</u>	<u>436,896</u>	<u>441,340</u>
	<u>635,618</u>	<u>603,418</u>	<u>606,758</u>
Distribution			
Wages and benefits	504,205	465,179	461,830
Vehicle and equipment costs	75,550	64,139	71,592
Repair and maintenance – system	<u>163,055</u>	<u>102,627</u>	<u>153,473</u>
	<u>742,810</u>	<u>631,945</u>	<u>686,895</u>
Gas purchases	<u>1,110,722</u>	1,261,073	1,202,745
Amortization	<u>213,000</u>	235,516	230,059
Bad debt expense (recovery)	<u>--</u>	<u>(1,356)</u>	739
Total operating expenditures	\$ <u>2,702,150</u>	\$ <u>2,730,596</u>	\$ <u>2,727,196</u>

SMOKY LAKE COUNTY GAS UTILITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. Significant Accounting Policies

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses, and change in net financial assets of the reporting entity which comprises the entire gas utility. These statements exclude all other municipal operations.

(b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(c) Measurement Uncertainty

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Such estimates include the amortization of capital assets and provision for doubtful accounts. Actual results could differ from these estimates. These estimates are reviewed periodically and as adjustments become necessary, they are reported in earnings in the period in which they become known.

(d) Investments

Investments are recorded at amortized cost. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

SMOKY LAKE COUNTY GAS UTILITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020

1. Significant Accounting Policies (continued)

(e) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets (debt) for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

	<u>Years</u>
Buildings	50
Distribution system	40-50
Machinery and equipment	20-30
Vehicles	10-20

One-half of the annual amortization is charged in the year of acquisition. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

(iii) Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

2. Prepaid Infills

The county has an obligation to provide infills to 127 lake lots. These infills will have to be installed once the owners request the infill. The costs of these infills will be expensed in the year of installation. The amounts are likely to be spread over many years and the cost in any one year is not likely to be significant. The future cost of these infills is not determinable at this time.

**SMOKY LAKE COUNTY GAS UTILITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

3. Investment in Gas Alberta Inc.

Effective June 30, 1998, Gas Alberta, a branch of Alberta Transportation and Utilities, was privatized and operations assumed by Gas Alberta Inc. The shareholders of Gas Alberta Inc. are predominantly made up of members of the Federation of Alberta Gas Co-ops.

The county has entered into a gas supply contract, which renews automatically each year, to purchase natural gas exclusively from Gas Alberta Inc.

The county's investment in Gas Alberta Inc. consists of:

	<u>2020</u>	<u>2019</u>
Class A common shares	\$ 483	\$ 483
Loan receivable	<u>67,500</u>	<u>67,500</u>
	<u>\$ 67,983</u>	<u>\$ 67,983</u>

The loan is non-interest bearing and is secured by a debenture. The loan is due upon the expiration of the contract and may be repaid earlier at Gas Alberta Inc.'s option or in the event the county no longer holds any of the Class A common shares.

4. Tangible Capital Assets

	<u>Cost</u>	<u>Accumulated Amortization</u>	Net Book Value	
			<u>2020</u>	<u>2019</u>
Distribution system	\$ 6,853,504	\$ 5,200,322	\$ 1,653,182	\$ 1,829,562
Work in progress	--	--	--	153,297
Buildings	333,255	45,013	288,242	91,382
Machinery and equipment	368,221	157,908	210,313	192,277
Vehicles	<u>506,542</u>	<u>341,843</u>	<u>164,699</u>	<u>157,650</u>
	<u>\$ 8,061,522</u>	<u>\$ 5,745,086</u>	<u>\$ 2,316,436</u>	<u>\$ 2,424,168</u>

5. Accumulated Surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2020</u>	<u>2019</u>
Unrestricted surplus	\$ 264,975	\$ 250,737
Restricted capital surplus	2,029,117	1,919,255
Equity in tangible capital assets	<u>2,316,436</u>	<u>2,424,168</u>
	<u>\$ 4,610,528</u>	<u>\$ 4,594,160</u>

**SMOKY LAKE COUNTY GAS UTILITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2020**

6. Subsequent Event

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national, and global economics.

Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance.

As a result, we are unable to estimate the potential impact on the County's operations as at the date of these financial statements.

2020 Consolidated Financial Statements and Gas Utility Financial Statements

518-21: Gawalko

That Smoky Lake County Council adopt the audited Smoky Lake County Consolidated Financial Statements and the Smoky Lake County Gas Utility Financial Statements for the year ended: December 31, 2020, as prepared by JMD Group LLP - Chartered Professional Accountants; and approve to execute the Year-2020 Audit Findings letter affirming no significant deficiencies, dated March 7, 2021.

Carried.

Barb McCarthy, CPA, CA, from JMD Group LLP - Chartered Professional Accountants, left Council Chambers, time 10:29 a.m.

Road Maintenance Agreement with Thorhild County

519-21: Orichowski That Smoky Lake County **defer** the draft Road Maintenance Agreement for the purpose of formalizing Smoky Lake County's maintenance of roads in Thorhild County described as:

- 0.25 mile of Range Road 191 North of Township Road 612,
- 1 mile of Township Road 612 from Range Road 190 to 191,
- 0.5 mile of Range Road 190 North of Township Road 612,

and Thorhild County's maintenance of a road in Smoky Lake County described as: 0.25 mile of Range Road 192 South of Township Road 612, to the next scheduled Council Meeting to allow time for consultation with Thorhild County in respect to proposed amendments.

Carried.

Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County

520-21: Orichowski That Smoky Lake County **Bylaw No. 1368-20: Smoky Lake County and Thorhild County Intermunicipal Collaboration Framework (ICF)**, for the purpose of adopting an ICF between Smoky Lake County and Thorhild County, be given **SECOND READING**.

Carried.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1368-20: Smoky Lake County and Thorhild County Intermunicipal Collaboration Framework (ICF)**, for the purpose of adopting an ICF between Smoky Lake County and Thorhild County, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary; and to send notice of the adoption of said ICF, to the Minister of Municipal Affairs, as per section 708.33(4) of the *Municipal Government Act*.

Carried.

Safety Codes Audit for Joint Accreditation

521-21: Halisky That Smoky Lake County acknowledge receipt of and accept the Safety Codes Council Audit of the Building, Electrical, Plumbing, and Gas Disciplines for the Period of October 1, 2019 to September 30, 2020 for the Joint Accreditation No. J000148 of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and Village of Vilna; and provide an action plan to address the following recommendations by the deadline of June 1, 2021:

1. **Performance:** The Municipalities will enhance their procedure to identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity; and that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.
2. **Quality Management Training:** The Municipalities will maintain records of all Quality Management Plan training and make them available to the Council upon request.
3. **Orders:** The Municipalities will collect the required information and advise the Council on the resolution or file closure for these outstanding orders.
4. **Information Collection:** The issued permit must contain all imposed terms and applicable conditions as information for the applicant as outlined in the Quality Management Plan and/or Permit Regulation.
5. **Construction Document Review:** The Municipalities will ensure all required information is collected and documented prior to permit issuance and a final inspection conducted as per regulations and the Quality Management Plan.
6. **Site Inspections and Reports:** A safety codes officer will, for each inspection required by the Quality Management Plan, complete an inspection report noting safety codes officer's designation of power number, a complete description of the work in place at the time of inspection, and a description on how the previous recorded deficiencies were resolved.

Carried.

Smoky Lake RCMP Detachment Impromptu Visit

Present before Council from 10:48 a.m. to 11:10 a.m. was Smoky Lake RCMP Detachment's Sgt. Tina Chan, Cst. Jordan Lidstone and new member: Cst. D.J. Elzinga for an impromptu visit to introduce Cst. Elzinga, and to announce the Detachment's priorities for Community Initiatives are: Community Engagement, Property Crime, and Enforcement, which will be reiterated in a letter coming forward.

7. **Delegation:**

**Smoky Lake Region Community Economic Development Officer
Victoria District Economic Development Strategy Business Plan**

Physically present before County Council from 11:11 a.m. to 11:30 a.m. was Michelle Wright, Community Economic Development Officer, for the Smoky Lake Region, to provide an update on the Victoria District Economic Development Strategy Business Plan under Executive Session.

8. **Executive Session:**

522-21: Halisky

That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: in respect to the Victoria District Economic Development Strategy Business Plan, under the authority of FOIP Act: Section 27: Privileged Information and Section 16: Third Party Business Interests, time 11:11 a.m. in the physical and virtual presence of the Chief Administrative Officer, Assistant Chief Administrative Officer, Planning and Development Manager, Planning and Development Assistant, Finance Manager, Community Economic Development Officer and Legislative Services Clerk.

Carried.

523-21: Cherniwchan

That Smoky Lake County Council go out of Executive Session, time 11:30 a.m.

Carried.

Victoria District Economic Development Strategy Business Plan

524-21: Halisky

That Smoky Lake County acknowledge receipt of the update presented by Michelle Wright, Smoky Lake Region Community Economic Development Officer in respect to the Victoria District Economic Development Strategy Business Plan - Corporate Structure Options, as presented on March 25, 2021 while in Executive Session, under the authority of FOIP Act: Section 27: Privileged Information and Section 16: Third Party Business Interests.

Carried.

11:32 to 11:33 a.m.

9. **Public Question and Answer Period:**

None.

Delegation: Steven Leluik, Landowner, entered Council Chambers, time 11:30 a.m.

7. **Delegation:**

Steven Leluik, Landowner - Waterfront Access Proposal at Hillside Acres

Present before Council from 11:31 a.m. to 11:52 a.m. was Mr. Steven Leluik, Landowner, to discuss his proposal for waterfront access at Hillside Acres.

Delegation: Steven Leluik, Landowner, left Council Chambers, time 11:52 a.m.

Meeting Recessed Meeting recessed for Lunch, time 12:13 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:01 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, GIS Officer, Community Economic Development Officer, Accounting Clerk, Recording Secretary, one Member of the Public and one Member of the Media.

7. Delegation:

Bob Daudlin, Assessor, Accurate Assessment – Year-2020 Assessment Information

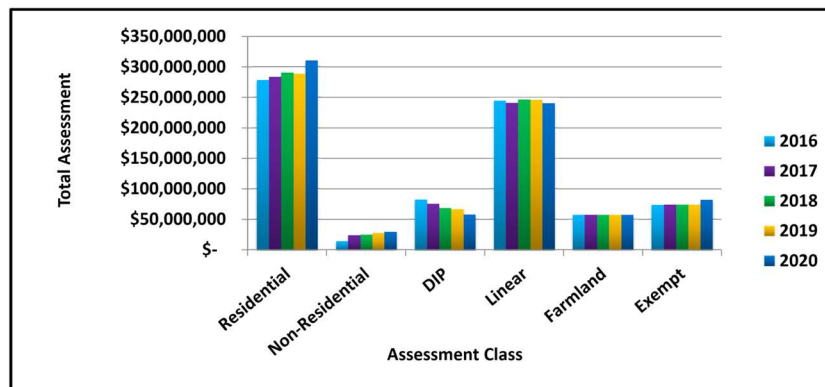
Virtually Present before Council from 1:01 p.m. to 2:13 p.m. was Accurate Assessment Group Ltd. representatives: Sean Barrett, AAMA Industrial Assessor and Bob Daudlin AAMA Assessment Specialist, to present the Year-2020 Smoky Lake County Assessment Information, including but not limited to the following:

2019 Compared to 2020 Assessment

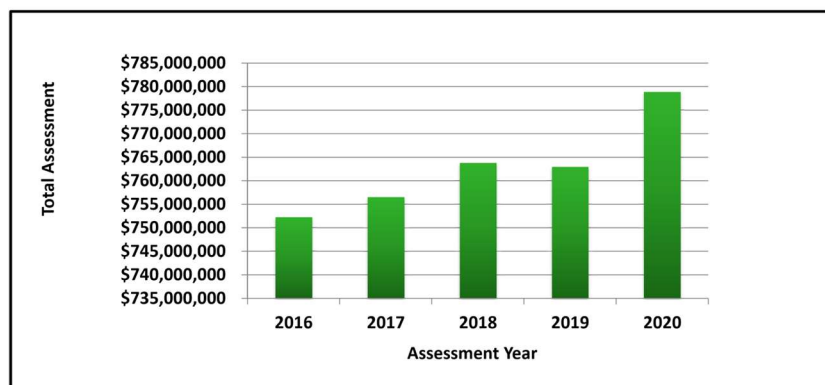
	2019	2020	Difference	
	Totals	Totals	\$	%
Residential	\$289,066,120	\$311,057,940	\$21,991,820	108%
Non-Residential	\$27,931,340	\$29,723,120	\$1,791,780	106%
Designated Industrial Property (DIP)	\$67,109,170	\$58,298,780	(\$8,810,390)	87%
Linear	\$246,630,990	\$240,345,360	(\$6,285,630)	97%
Farmland	\$57,566,840	\$57,589,390	\$22,550	100%
Exempt	\$74,655,880	\$81,909,440	\$7,253,560	110%
Grand Total:	\$762,960,340	\$778,924,030	\$15,963,690	102%



Assessment Class History Comparison



Assessment Total History Compare



Taxable Assessment Change Compare by %

Range	Properties	%
-25% to -100%	175	2.9%
-10% to -25%	20	0.3%
-1% to -10%	200	3.3%
No Change	3,592	59.7%
1% to 10%	1,229	20.4%
10% to 25%	574	9.5%
25% to 100%	156	2.6%
Over 100%	8	0.1%
New Roll #'s	15	0.2%
Inactive Roll #'s	44	0.7%
Total Properties	6,013	100%

90%

Taxable Assessment Change Compare by \$

Range	Properties	%
Over -\$1,000,000	3	0.0%
-\$100,000 to -\$999,999	28	0.5%
-\$25,000 to -\$99,999	44	0.7%
-\$10,000 to -\$24,999	60	1.0%
-\$1,000 to -\$9,999	221	3.7%
-\$999 to \$999	3,713	61.7%
\$1,000 to \$9,999	1,010	16.8%
\$10,000 to \$24,999	670	11.1%
\$25,000 to \$99,999	197	3.3%
\$100,000 to \$999,999	8	0.1%
Over \$1,000,000	0	0.0%
New Roll #'s	15	0.2%
Inactive Roll #'s	44	0.7%

90%

New Roll #'s & Permit Comparison

New Roll #'s Summary					
	2016	2017	2018	2019	2020
Residential/Non-Res	11	15	9	24	15
Development Permit					
	2016	2017	2018	2019	2020
Development Permits	43	30	42	61	48

Arms-Length Sales History

Arms-Length Non-Farm Sales					
	2016	2017	2018	2019	2020
Vacant	7	10	20	24	18
Improved	18	16	18	23	26
Total	25	26	38	47	44

Overview

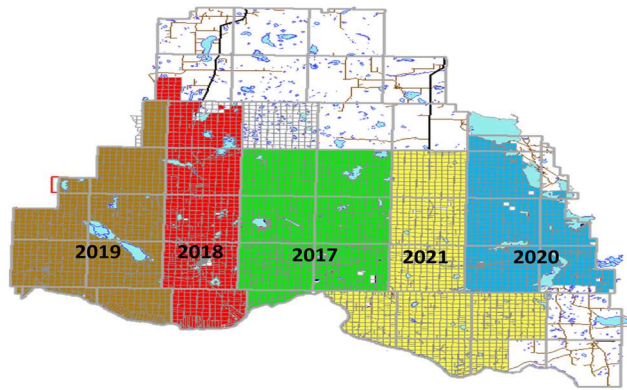
(NOT including Industrial or Linear)

Residential (Rural)	
Land	Significant Increase in Raw
Buildings	Minimal Change
Overall Improved	3% - 10% Increase
Residential (Lake Subdivisions)	
Land	Significant Increase in Raw
Buildings	Moderate Increase - Garner
Overall Improved	0% - 10% Increase
Residential (Hamlets)	
Land	Minimal Increase Dollar-wise
Buildings	Minimal Change
Overall Improved	1% - 8% Increase

New Residential Growth Assessment			
	2018	2019	2020
New Construction	\$7.9M (2.7%)	\$3.76M (1.3%)	\$2.58M (0.9%)
Residential Inflation			
	2018	2019	2020
Market Change	-\$0.87M (-0.3%)	-\$4.77M (-1.6%)	\$19.47M (6.7%)



Residential / Non-Residential Re-inspection Cycle



Accurate Assessment Group Ltd. – Year-2020 Assessment Information

525-21: Orichowski That Smoky Lake County accept the March 25, 2021 presentation from Accurate Assessment Group Ltd. representatives: Sean Barrett, AAMA Industrial Assessor and Bob Daudlin AAMA Assessment Specialist, summarizing the Year-2020 Smoky Lake County Assessment, for information.

Carried.

Debbie Hackman, Accounting Clerk, virtually left the meeting, time 2:13 p.m.

Steven Leluik, Landowner - Waterfront Access Proposal Hillside Acres

526-21: Lukinuk That Smoky Lake County Council grant approval of limited tree removal within the Environmental Reserve adjacent to the land legally described as Plan 0324012, Block 1, Lots 26 and 28, in response to the March 25, 2021 delegation: Mr. Steve Leluik, Landowner, and his proposal requesting waterfront access from his lake lot property at Hillside Acres, in reference to his original written request dated December 10, 2020 as amended by Council to include a restriction of up to a maximum of 15 feet and to stipulate the utilization of the existing space without trees.

Councillor Halisky requested a Recorded Vote:

<u>For:</u>	<u>Opposed:</u>
Lukinuk	Orichowski
Cherniwchan	Gawalko
	Halisky

DEFEATED.

7. Delegation:

Aspen View Public Schools - New HAK School Update

Virtually Present before Council from 2:36 p.m. to 3:11 p.m. was Aspen View Public Schools representatives: Neil O'Shea, Superintendent, and Aimee Hirtle, Secretary Treasure, to provide an update on the progress of the new HAK School, including but not limited to the following points:

Project Timeline:

2015-16 School Year:

Modernization of H.A. Kostash School becomes the top priority on Aspen View Public Schools' annual capital project submission to the Government of Alberta.

March 2016:

Government of Alberta's Budget 2016 institutes a list of Unfunded Capital Projects (aka 'the sunshine list').

Modernization and rightsizing of H.A. Kostash School is included.

June 2018:

H.A. Kostash School is one of 10 schools included in a Project Feasibility Assessment and Life Cycle Cost Analysis commissioned by Alberta Infrastructure.

July 2018:

On the advice of both Alberta Infrastructure and Alberta Education, Aspen View Public Schools amends its capital plan, changing the H.A. Kostash School project from a modernization to a replacement.

Consultation:

Stakeholder Survey:

Aspen View Public Schools surveyed H.A. Kostash School families in June 2020 to gather feedback on their view of key priorities within the design of a new school.

Staff engagement:

Aspen View and H.A. Kostash School administration has met with HAK staff on numerous occasions to gather their input on the design of a new school.

School Visits:

Members of the New H.A. Kostash School design team toured 14 schools between May and August 2020.

Partnerships:

The Town and County of Smoky Lake have both been key contributors to the new school project.

The Town and County of Smoky Lake collectively committed \$600,000 to integrate a community daycare space into the school project.

As well, the Town and County of Smoky Lake have committed \$170,000 to increase the size of the gymnasium within the new school, beyond the size funded by Alberta Infrastructure. Aspen View Public Schools also committed \$100,000 from its capital reserves to fund a larger gymnasium.

New H.A. Kostash School Design Team:

Aspen View Public Schools Trustees:

Tom Mykytiuk
Donna Cherniwchan

Aspen View Public Schools Administration:

Neil O'Shea, Superintendent
Aimee Hirtle, Secretary Treasurer
Dave Kwiatkowski, Supervisor of Maintenance
Dick Richards, Principal, H.A. Kostash School

Community Partners:

Adam Kozakiewicz, Town of Smoky Lake
Jordan Ruegg, Smoky Lake County

Next Steps:

March 2021:

Review of Design Development Plan and cost estimate by Alberta Infrastructure & Alberta Education.
Preparation of tender documents.

Spring 2021:

Scheduled posting of tender for new school construction contract.

July 2021:

Scheduled awarding of new school construction contract.

March 31, 2023:
Scheduled completion of new school.



New H. A. Kostash School

527-21: Halisky

That Smoky Lake County accept the March 25, 2021 presentation from Aspen View Public Schools representatives: Neil O’Shea, Superintendent, and Aimee Hirtle, Secretary Treasure, providing an update on the new H. A. Kostash School project in the Town of Smoky Lake, in respect to the finalized design of the school and timeline for construction scheduled to be complete by March 31, 2023.

Carried.

Safety Codes Agency Contract – Request for Proposals

528-21: Halisky

That Smoky Lake County, as managing partner, prepare a Request for Proposals for a Safety Codes Services Agreement and forward it for review to the next Smoky Lake Region Intermunicipal Collaboration Committee (ICC) Meeting for consideration by the partnering municipalities within the Smoky Lake Region; and recommend each respective municipality conduct a survey of client satisfaction to assess the quality of service provided by the current Safety Codes Act Agency, to be concluded at the end of September 2021.

Carried.

Policy Statement No. 01-26-05: County Council Meeting: Agenda

529-21: Gawalko

That Smoky Lake County Policy Statement No. 01-26-05: County Council Meeting: Agenda, be amended:

Title: County Council Meeting: Agenda		Policy No.: 26-05
Format		
Section: 01	Code: P-R	Page No.: 1 of 4 E
Legislation Reference: Alberta Provincial Statutes		
Purpose:	To provide a consistent agenda format for County Council Meetings to ensure that Council business is dealt with in an orderly and expedient manner.	
Policy Statement and Guidelines:		
1. STATEMENT:		
1.1 The agenda and information package shall be prepared for each meeting of Council to ensure Council business is dealt with in an orderly and expedient manner.		
1.2 The agenda heading’s structure will also be used for Council Committee and any other meetings held by Council as required, not just Council meetings.		
2. DEFINITION:		
Agenda: means a list of items and orders of business for any meeting of Council or Council Committee in respect to, but not limited to the associated reports, Bylaws or other documents to be discussed at the meeting which are included in Meeting’s information package.		
Note: These are items which must be acted upon (or processed) and presented in the recommended order in which they are to be dealt with, beginning with the call to order and ending with adjournment.		
3. GUIDELINES:		
3.1 The agenda preparation and distribution shall be in accordance with Smoky Lake County’s Procedural Bylaw No. 1303-17: Procedural Bylaw.		
3.2 Meeting participants will receive a copy of the agenda in advance of the meeting date with the appropriate background information on items to be discussed as per Policy Statement No. 01-27: County Council Meeting: Request for Decision , as necessary to better understand the decisions being made.		
4. PROCEDURES:		
The Agenda shall:		
4.1 Be prepared by the Assistant Chief Administrative Officer, or delegate, with consultation from the Chief Administrative Officer and Reeve.		
4.2 Be made available to Council Members and County Staff Members participating in the meeting in advance of at least five (5) working days prior to the meeting.		
4.3 Be posted on the County’s website and made available to the attending public.		

Title: County Council Meeting: Agenda Format		Policy No.: 26-05
Section: 01	Code: P-R	Page No.: 2 of 4 E

Policy Statement and Guidelines:	
4.4	Items to be placed on the Agenda shall be submitted to the Assistant Chief Administrative Officer, or delegate, in advance of at least five (5) working days prior to the meeting for incorporation into the Agenda and information packages and made available (as per Section 4.2 and 4.3).
4.4.1	Delegations must provide a written summary which clearly outlines the topic of their presentation and desired outcome, along with all supporting documents if any; in accordance with Policy Statement No. 01-49: Delegation to County Council .
4.5	Any Council Member may, with the majority of Council agreeing, add emergent items to the Agenda, or delete redundant items from the Agenda.
4.6	The Agenda shall be designed in a manner which gives sound purpose and structure to the meeting. Specifically, in accordance with Schedule "A": Agenda Format .
4.7	Department Reports will be presented to Council at Council Departmental Meetings . This process will provide an opportunity for Manager's and/or out-of-scope employees to offer insight to inform Council on the status of services, programs, and project activities.
4.7.1	The Department Reports will be listed on the Agenda under Section 5: Issues for Information, and attached to the Agenda in the following order: <ul style="list-style-type: none"> ■ Public Works: <ul style="list-style-type: none"> a. Public Works Manager <ul style="list-style-type: none"> ▪ Council Requests Summary: dated as of <i>Month, Date, Year</i> b. Public Works Road Foreman c. Public Works Shop Foreman d. Parks and Recreation Manager ■ Protective Services: <ul style="list-style-type: none"> e. Peace Officer f. Fire Chief g. Safety Officer ■ Planning and Development: <ul style="list-style-type: none"> h. Planning and Development Manager ■ Natural Gas: <ul style="list-style-type: none"> i. Natural Gas Manager ■ Environmental Operations: <ul style="list-style-type: none"> j. Environmental Operations Manager ■ Agricultural Service Board: <ul style="list-style-type: none"> k. Agricultural Fieldman ■ Administration: <ul style="list-style-type: none"> l. GIS Technician m. Communications Technician

Title: County Council Meeting: Agenda Format		Policy No.: 26-05
Section: 01	Code: P-R	Page No.: 3 of 4 E

Policy Statement and Guidelines:	
4.7.2	Council Departmental Meetings will be scheduled with a target date of two days prior to a Council Meeting or as otherwise determined by resolution of Council.
4.7.3	In order to ensure that Council members have adequate time to read and reflect on matters contained within Department Reports, the distribution of meeting agendas and information packages is to be distributed in advance of at least five (5) working days prior to the meeting.
4.7.4	In accordance with the County's Procedural Bylaw No. 1303-17: Procedural Bylaw ; Council may entertain resolutions dealing with any recommendations or issues contained within the Department Reports.
4.7.5	In accordance with Policy Statement No. 1-M-41: Reporting Criteria on Training Events, Training Event Reports will be provided to Council through the Council Departmental Meetings . This process will provide an opportunity to discuss the contents, results, and benefits of attending the event to help Council relate it to the operations of the County.

Section 01

Policy 26-05

SCHEDULE "A": AGENDA FORMAT

1. Call to Order.
2. Approval of Agenda:
 - as presented or
 - subject to additions or deletions
3. Minutes:
 - Amendments
 - Approval of Minutes
 - Business Arising from the Minutes
4. Request for Decision: Governance Issues and Management Issues

Public Question and Answer Period: 11:30 a.m. to 12:00 p.m.
5. Issues for Information:
 - 5.1 Chief Administrative Officer:
 - 5.1.1 Monthly Report
 - 5.1.2 Financial Statement of the Month, Year
 - 5.1.3 Action Lists
 - 5.2 Municipal Finance
 - 5.2.1 Monthly Report
 - 5.2.2 Actual to Budget Review
 - 5.2.3 Accounts Receivable Aging Reports - *For Council Information*
 - 5.2.4 Check Register - *For Council Information*
 - 5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions
 - 5.3.1 Division One
 - 5.3.2 Division Two
 - 5.3.3 Division Three - **Reeve**
 - 5.3.4 Division Four
 - 5.3.5 Division Five
 - 5.3.6 Additional Documentation: Committees, Boards and Commissions
6. Correspondence
7. Delegations:
 - 7.1 Smoky Lake RCMP Department: Impromptu Visit Pending Availability
8. Executive Sessions
9. Information Release:
 - 9.1 Calendar: Month, Year
 - 9.2 Thank You Received: Month, Year
10. Bills and Accounts
11. Date & Time of Next Meeting
12. Adjournment

Carried.

Smoky Lake Fire Department Storage Building

530-21: Orichowski

That Smoky Lake County Council approve action taken by the Chief Administrative Officer in responding to the Town of Smoky Lake's March 4, 2021 request for a formal response to understand the direction of the County in respect to the proposed project entitled "Smoky Lake Fire Department Storage Building" and March 4, 2021 request for a joint meeting regarding same; and confirm the response was correct as the Smoky Lake Fire Department Storage Building Project is on hold until after regionalization study of fire protective services, is fully explored.

Carried.

Bylaw No. 1394-21: Hamlet of Bellis Sewer System

531-21: Orichowski

That Smoky Lake County **Bylaw No. 1394-21: Hamlet of Bellis Sewer System**, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko That Smoky Lake County **Bylaw No. 1394-21: Hamlet of Bellis Sewer System**, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, be given **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan That Smoky Lake County **Bylaw No. 1394-21: Hamlet of Bellis Sewer System**, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1394-21: Hamlet of Bellis Sewer System**, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, 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.

Bylaw No. 1395-21: Borrowing Bylaw

532-21: Orichowski

That Smoky Lake County **Bylaw No. 1395-21: Borrowing Bylaw**, being a bylaw to provide operating expenditure borrowing and short-term capital property borrowing, be given **FIRST READING**.

Carried.

Moved by Councillor Cherniwchan That Smoky Lake County **Bylaw No. 1395-21: Borrowing Bylaw**, being a bylaw to provide operating expenditure borrowing and short-term capital property borrowing, be given **SECOND READING**.

Carried.

Moved by Councillor Halisky That Smoky Lake County **Bylaw No. 1391-21: 1395-21: Borrowing Bylaw**, being a bylaw to provide operating expenditure borrowing and short-term capital property borrowing, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1395-21: Borrowing Bylaw**, being a bylaw to provide operating expenditure borrowing and short-term capital property borrowing, 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.

Addition to the Agenda:

Smoky Lake Holubka Dancers – Request for Donation

533-21: Gawalko

That Smoky Lake County provide funds in the amount of \$300.00 allocated from the Individual Groups and Organizations budget to the Smoky Lake Holubka Dancers, to sponsor lunch for approximately 30 participants of the Annual Highway Clean Up, scheduled for Saturday May 15, 2021 along Highway 28 from Warspite to Highway 855, in response to the letter received on March 19, 2021 from Lisa Shires, Smoky Lake Holubka Dancers.

Carried.

Golden View Fabricating Ltd. One-pass Pull Type Grader System

534-21: Lukinuk That Smoky Lake County Public Works arrange to demo Golden View Fabricating Ltd.'s One-pass Pull Type Grader System Equipment in May 2021, after the frost is out of the ground; in response to the February 25, 2021 Council meeting delegation: Bruce Chern, Golden View Fabricating Ltd., who provided a presentation on the said equipment.

Carried.

Alberta's Lakeland Destination Marketing Organization Membership

535-21: Halisky That Smoky Lake County approve to pay the Alberta's Lakeland Destination Marketing Organization Year-2021 Membership invoice number 2021-149, in the amount of \$774.17, dated January 31, 2021; in response to the letter received from Michelle Wright, Community Economic Development Officer, dated March 17, 2021, further to County Council's February 25, 2021 Motion #451-21.

Carried.

Carole Dowhaniuk, GIS Officer, virtually left the meeting, time 4:21 p.m.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer, Gene Sobolewski provided a report to Council for the period of February 26, 2021 to March 18, 2021 as follows:

Legislative / Governance:

- Cultural Consultation Training: Indigenous history of Treaties in Canada Duty to consent under the constitution.
- Budget Analysis February 26, 2021.
- Meeting with MLA Van Dijken March 4, 2021.
- Municipally Controlled Corporation (MCC) / Tourism Structure Meeting March 5, 2021.
- Regional Community Development Committee (RCDC) Workshop Meeting March 10, 2021.
- MCC Meeting follow up March 12, 2021.

Administrative:

- ASB Mowing – hiring update and discuss mowing operations based on input from Council and public is ongoing.
- Victoria District Meeting February 26, 2021.
- Collective bargaining – ongoing, additional meetings set up in for April 7, 8 and 14, 2021.
- Tree Nursery Wet Well Meeting March 3, 2021.
- Council Departmental Meeting March 4, 2021.
- Highway 28/63 Regional Water Services Commission – WLFN #128 Project meeting (delays) March 5, 2021.
- Municipal Planning Commission & Committee of the Whole Meeting March 8, 2021.
- Brownlee LLP meeting regarding Muni Corr Ltd. March 9, 2021.
- Rural Municipalities of Alberta (RMA) Spring Convention March 17, 2021.
- WEBEX – Commission Bylaw changes / requirements March 18, 2021.
- Alberta Climate Policy – Municipalities Workshop March 18, 2021.

Financial:

- Associated Engineering – Standing Offer Agreement with Smoky Lake County for a 3-year term to Associated Engineering.

Human Resources:

- Joint Health and Safety Meeting March 18, 2021.

Community:

- Disaster Relief Program: Alberta Environment and Parks provided information that they will likely not be responding until March / April 2021. MLA advised as well.

Training:

- None.

Aboriginal Consultation - Cultural Consultation Training

536-21: Cherniwchan That Smoky Lake County Council approve to engage an expert in Aboriginal Consultation who will provide Council and Staff with a 1-day virtual workshop in respect to Aboriginal Cultural Training.

Carried.

Evonne Zukiwski, Communication Technician, virtually left the meeting, time 4:27 p.m.

Associated Engineering Alberta Ltd.

537-21: Cherniwchan That Smoky Lake County execute the Standing Offer Agreement for Consulting Services with Associated Engineering Alberta Ltd. for a 3-year term effective on the date of execution, to Year-2024, for the purpose of Associated Engineering providing engineering services on an as-required basis to Smoky Lake County including, but not limited to the following: Engineering Consultation, Engineering Studies, Asset Management, Engineering Pre-Design, Engineering Design, Project Management, Construction Management, Construction Administration, Construction Inspection, Post-Construction Services, and General Advisory Services.

Carried.

Financial Statements

As annexed to the minutes:

- ↳ Financial Statement for the months of January 2021.

Action List(s)

Action Lists:

- i. County Council Meeting – February 25, 2021.
- ii. Special County Council Meeting – March 4, 2021.
- iii. Council Departmental Operations Meeting – March 4, 2021.
- iv. County Council Committee of the Whole for the Purpose of Planning Meeting – March 8, 2021.

Chief Administrative Officer's Report

538-21: Halisky That Smoky Lake County's Chief Administrative Officer report for the period of February 26, 2021 to March 18, 2021, be accepted and filed for information.

Carried.

Negotiating Committee Meeting

539-21: Cherniwchan That Smoky Lake County schedule Negotiating Committee meeting to continue 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, for Wednesday, April 7, 2021, Thursday, April 8, 2021 and Wednesday, April 14, 2021 at 9:00 a.m. to be held in County Council Chambers and / or virtually through electronic communication technology if necessary.

Carried.

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

Brenda Adamson, Finance Manager presented an updated Financial Report for the period of January 20, 2021 to February 16, 2021.

Schedule County Council Budget Meeting

540-21: Gawalko That the next Smoky Lake County Council Budget Meeting be scheduled for **Friday, April 16, 2021 at 9:00 a.m.** to be held in County Council Chambers and / or virtually through electronic communication technology if necessary.

Carried.

Schedule County Council Budget Meeting

541-21: Lukinuk That the next Smoky Lake County Council Budget Meeting be scheduled for **Wednesday, April 28, 2021 at 9:00 a.m.** to be held in County Council Chambers and / or virtually through electronic communication technology if necessary.

Carried.

Provincial COVID Relief Funds

542-21: Orichowski That Smoky Lake County Council approve to allocate the Provincial COVID Relief Funds in the amount of \$95,000.00 for distribution to local Agricultural Societies and local Non-Profit Community Halls; and Administration prepare report to be brought forward to the next scheduled County Council Meeting in respect to the distribution of said funds identifying each recipient and amount received.

Carried.

Finance Manager's Report

543-21: Orichowski That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period of January 20, 2021 to February 16, 2021 be accepted for information.

Carried.

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



Reeve's Report

For February 18, 2021 to March 17, 2021

February 18, 2021 – Doctor Retention and Recruitment Organizational and Regular Meeting held in Chambers/Virtually: (All Council)

- Craig Lukinuk was elected/acclaimed as Chairperson and Hank Holowaychuk was elected/acclaimed as Vice-Chairperson.
- Dr. Marian passed her test but has chosen to take a position at Crowsnest Pass.
- PCN Purchased a Cardio Machine and Dr. Ted Fenske will be coming to the PCN Building in April for 1-2 days per week.
- Reviewed committee Budget.
- Updated Terms of Reference for Doctor Retention and recruitment Committee.
- Reviewed Letter sent by County Reeve in regard to permanent status for Dr. Lourens.
- Chaitanya Bandaru Executive Director gave update on PCN Building Vital Air CPAP coming soon.

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 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 Session.

February 19, 2021 – County Committee of the Whole Meeting held in Chambers/Virtually: (All Council)

- Held discussion in Executive Session about the Collective Agreement with the International Union of Operating Engineers, Local Union No. 955 in preparation of bargaining.

February 20, 2021 – Northern Lights Library Executive: (Craig)

- Reviewed Margaret Laws Recommendation on the NLLS Organizational Review.

February 22, 2021 – Smoky Lake Region Intermunicipal Collaboration Committee Meeting held in Chambers/Virtually: (All Council)

- Craig Lukinuk was acclaimed as Chairperson and Lorne Halisky was acclaimed as Vice-Chairperson.
 - Reviewed the proposed Joint Agreement to establish an Intermunicipal Heritage Board.
 - Recommended to advertise a Request for Proposal (RFP) for providing Safety Codes Services, in respect to Building, Electrical, Plumbing, Gas and Private Sewage Disposal Disciplines and engage the Region's ratepayers who have utilized the current Safety Codes Service provider: The Inspections Group Inc., to assess the quality of services received so far.
- February 22, 2021 – Northern Lights Library Executive: (Craig)
- Update on Indigenous Grant Receipt Information.
 - Edmonton Garrison Annual Report.
 - Library Management Council Report.
 - Reviewed Letter sent to Provincial Ministers in regard to Covid-19 and Local Libraries Re-Opening.
 - Auditor Report by Jeff Alliston.
- February 24, 2021 – Smoky Lake Region Fire & Rescue Committee Meeting held in Chambers/Virtually: (Craig, Lorne, Johnny, Danny)
- Recommended the Fire-Q RVS application, for providing firefighters with information about who is responding, to be incorporated into each respective Fire Department's Standard Operating Guidelines.
 - Received the 2020 Year-End Summary: Partners in Protection Report Card.
 - Received the Regional Fire Departments 2020 Financial Operation Cost Analysis.
 - Updated the 2021 Strategic Priorities Chart.
- February 25, 2021 - County Council Regular Meeting held in Chambers/Virtually: (All Council)
- Public Hearing held for Bylaw No. 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan.
 - Gave third & final reading passing Bylaws:
 - 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan,
 - 1391-21: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework.
 - Approved a purchase of a 2021 John Deere 6130M Cab Tractor in the amount of \$134,051.04 for ASB.
 - Approved to renew the Smoky Lake and District Regional Chamber of Commerce membership.
 - Approved to revise the Bridge Priority Plan to absorb the cost of the unforeseen, emergent bridge repairs identified on February 14, 2021, to the bridge on Range Road 164, South of Township Road 595A.
 - Approved to pay a damage claim of \$309.54 to a Spedden resident and reiterated the County will not provide custom work on private property, unless an exception is authorized by Council if circumstance warrant when private sector services or equipment may not be available to perform the requested work, and only by virtue of a written agreement.
 - Approved \$6,500 of FCSS funding to the Town of Smoky Lake Library Board.
 - Approved to establish a Collaborative Community Initiative, through FCSS to recruit and fund volunteer community members who will provide local community organizations with assistance in accessing Provincial and Federal pandemic related funding.
 - Cancelled the County's Annual Safety Meeting due to the ongoing COVID pandemic.
- February 26, 2021 – Northern Lights Library Board Meeting held Virtual: (Craig)
- Auditor Report by Jeff Alliston Metrix Group LLP.
 - PLSB Report by Jordan DeSousa.
 - Library Managers Council Report by Jodi Dahlgren.
 - ALTA Report by Jennifer Anheliger.
 - Financials by Terri Hampson.
 - Executive Director's Report by James MacDonald.
 - Chairman's Report by Vicky Lefebvre.
 - Organizational Review update by Margaret Law.
 - Policy Submissions by Warren Griffin.
- February 26, 2021 - Victoria District Economic Development Strategy Implementation Working Group, held virtually: (Craig)
- Discussed options for corporate structures to determine what would work best.
- February 26, 2021 - RMA Member Virtual Town Hall: (Randy, Johnny, Lorne, Danny)
- Discussed the 2021 Provincial Budget and other emerging issues of importance.
 - Received a backgrounder analysis of the budget.
- March 1-2, 2021 – Negotiating Committee Meeting with International Union of Operating Engineers Local 955 held in Council Chambers: (All Council)
- Bargaining held to renew the Collective Agreement with IUOE Local 955.
- March 3, 2021 – Government Liaison Meeting with MLA Glenn van Dijken held in Chambers/Virtually: (All Council)
- As managing partner of the Highway 28/63 Regional Water Services Commission, brought awareness to the delinquent Provincial payments owed for the Whitefish Lake First Nation #128 Water Project.
 - Advocated for Fire Services Members to be included in COVID-19 Vaccination Program Priority List.
 - Advocated for increased bridge funding.
 - Brought awareness to the fact that a RCMP vs Provincial Police will cost Smoky Lake County: Year-2021 = \$63,702.00, Year-2022 = \$95,621.00, Year-2023 = \$127,404.00, Year-2024 = \$191,242.00
 - Followed up with the Spring 2020 Flooding Disaster Recovery Program (DRP) funding issue.
 - Discussed the new changes announced to the Disaster Recovery Program.
 - Discussed the Municipal Sustainability Initiative (MSI) funding reduction slated for the County in 2022 onward.
- March 4, 2021 – Council Departmental Operations Meeting held in Chambers/Virtually: (All Council)
- Reviewed & accepted department workplans for 2021 as outlined in Management Policies.
- March 4, 2021 – Council Special Meeting held in Chambers/Virtually: (All Council)
- Agree to sell Her Majesty the Queen in Right of Alberta, as represented by the Minister of Infrastructure, Pt. SW-06-59-15-W4M (Certificate of Title #782055897), containing 0.31 acres, more or less, in the amount of \$705, containing wet well infrastructure already owned by the Province
- March 8, 2021 – Municipal Planning Commission Meeting held in Chambers/Virtually: (All Council)
- Approved Development Permit No. 005-21: Plan 314HW, Block 4, Lot 15 (Pt. of NW-10-59-18-

- W4M), for the development of a Modular Home.
 - Approved Development Permit No. 006-21: Plan 7520244, Block 5, Lot 9 (Pt. NE-15-60-12-W4M), for the development of a Bunk House.
- March 8, 2021 – Council Committee of the Whole Meeting held in Chambers/Virtually: (All Council)
- Received more information about the feasibility and next steps of pursuing an International Dark-Sky Association (IDA) Designation.
 - Recommend a Public Participation Plan and amendment to the Land Use Bylaw relating to the licensing and keeping of small livestock animals in hamlet and residential districts.
 - Received information about the Year-2021 budgeted project: Lake Subdivision Wayfinding Signage, for subdivisions and municipal reserve locations at or near: Hanmore Lake, Mons Lake - Sandy Lane, Mons View Resort/Estates, Bonnie Lake, Garner Lake - Birchland & Sunrise, and Whitefish Lake - Hillside Acres.
 - Recommended drafting a policy for providing guidelines to acknowledge the traditional lands of Treaty Six First Nations.
- March 9, 2021 - AHS COVID-19 Community Conversation - North Zone held virtually: (Craig, Johnny, Danny)
- AHS' Advisory Councils (External link) have launched a new series of Community Conversations, designed in partnership with AHS leadership, to invite communities to engage, share information or participate in training that reflects the highest priorities identified by the HAC and AHS leadership in their region.
 - Following an update on the status of COVID-19 in Alberta and the central region.
- March 9, 2021 – Muni-Corr: (Johnny, Craig)
- Discussion on Proposed Policy to invoice Water Services Commissions which would see Requisition Percentages that would make the Counties pay for having a water line run in Muni-Corrs Right of Way.
- March 10, 2021 – Reginal Community Development Committee (RCDC) Meeting held in Chambers/Virtually: (Craig and Lorne, Johnny)
- Received the Community Economic Development Officer activities report from Jan. 10 to Feb. 15, 2021.
 - Discussed the three-Year Rolling Action Plan.
 - Received the 2021 Draft Budget and Funding Formula.
- March 12, 2021 – Northern Lights Library: (Craig)
- NLLS Chair Report.
 - Library Manager's Council Chair report.
 - Reviewed Action Items.
 - Executive Director Report included Financials and Weekly Reports.
 - Organizational Review next steps.
 - Election of a Treasurer to assist in budgeting process.
- March 15, 2021 – Reeves and Mayors Meeting: (Craig, Randy)
- Discussion on Rural Caucus and why they are in power.
 - Broadband for Rural.
 - Disaster Recovery Program.
 - Assessment Energy Review discussion.
- March 16-17, 2021 - RMA 2021 Spring Convention, viewed virtually in Council Chambers: (All Council)
- Hon. Ric McIver, Minister of Municipal Affairs provided the opening address.
 - Speakers included:
 - Keynote Speaker Dr. Jody Carrington on Leadership,
 - Hon. Minister Jim Carr, Special Representative for the Prairies, Government of Canada,
 - Brent Davis, Chair, NGO Council of Alberta
 - Deputy Commissioner Curtis Zablocki, Commanding Officer of the Alberta RCMP
 - Hon. Jason Kenney, Premier of Alberta,
 - Irene Martin-Lindsay, Executive Director, Alberta Seniors & Community Housing Association,
 - Sessions included:
 - Taking Care of Business: The Resolution Session
 - Managing Difficult Conversations,
 - Municipal Policing Priorities
 - Ministerial Forum 1.0 & 2.0
 - Board Governance Review Panel
 - Federation of Canadian Municipalities Update
 - Municipal Role in Post Pandemic Recovery
 - Preparing for the Municipal Election

Sincerely,
Craig Lukinuk, Smoky Lake County Reeve

Reeve's Report
544-21: Gawalko

That the Smoky Lake County Reeve's Report received for the period of February 18, 2021 to March 17, 2021, be accepted and filed for information, and posted to the County's website.

Carried.

Training Events – Report to Council

545-21: Halisky That Smoky Lake County Council **defer** receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, to the County Council Departmental Meeting scheduled for April 27, 2021; and moving forward, acknowledge receipt of any future said reports received at the County Council Departmental Meetings and not the Regular County Council Meetings.

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

- Addressed in the Reeve’s Report.

Addition to the Agenda:

2021 Doctor Retention and Recruitment Budget

546-21: Orichowski That Smoky Lake County approve the Year-2021 Budget for the Smoky Lake Region’s Doctor Retention and Recruitment Committee, with Smoky Lake County’s contribution in the amount of \$14,640.00 based on 61% of the total budget in the amount of \$24,000.00; and acknowledge there was a zero budget recommended for “Doctor Recruitment” portion due to a Year-2020 surplus in the amount of \$106,153.00 which can be utilized, as recommended at the Doctor Retention and Recruitment Committee meeting held on February 18, 2021:

Municipality	Percentage	Amount
Year-2021 Doctor RETENTION Budget		
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
Year-2021 Doctor RETENTION Total Budget:		\$ 24,000.00
Year-2021 Doctor RECRUITMENT Budget		
Smoky Lake County	0%	Nil
Town of Smoky Lake	0%	Nil
Village of Vilna	0%	Nil
Village of Waskatenau	0%	Nil
Year-2021 Doctor RECRUITMENT Total Budget:		Nil
Year-2021 Doctor Retention and Recruitment BUDGET TOTAL		\$ 24,000.00

Carried.

Evergreen Regional Waste Management Services Commission

- The agenda package from the March 11, 2021 Evergreen Regional Waste Management Services Commission, included in this Council agenda package.
- Addressed in the written report from Division 5 Councillor, Randy Orichowski as follows:

Meeting held March 11, 2021.

- Wildrose Disposal renewed another 3-year contract to haul waste into the regional landfill.
- Paul Poulin, Site Manager, attended the RMRF law seminar. His take-aways are in his report.
- Purchased portable wind panels to shelter the open pit and prevent loose garbage from flying everywhere.
- Transfer Station Operator training is being offered April 7&8 at the St. Paul training center and via zoom.

- Discussion about the fee collected for contaminated soil whether the commission is charging too much. It seems others are charging less. It is a revenue stream the commission would like to retain. The rate will be reviewed at a later date.
- Possibly looking at teaming up with County of St. Paul to do drone survey of the regional site.
- Barb McCarthy presented the 2020 Audited Financial Statement.
- Next meeting is scheduled for April 20th at 10a.m.

Family & Community Support Services

Family School Liaison Worker Program

547-21: Halisky

That Smoky Lake County acknowledge receipt of the letter from Shannon Smith, Director of Student Services, Aspen View Public Schools, dated January 28, 2021, announcing the resignation of Mr. Jacob Fox from the position of Family School Liaison Worker (FSLW), effective at the end of the 2020-2021 school year; and offering continued collaboration with Smoky Lake County to maintain the FSLW Program; and accept the FSLW Program review meeting notes from February 8, 2021.

Carried.

Family School Liaison Worker – Jacob Fox

548-21: Lukinuk

That Smoky Lake County provide a letter to Mr. Jacob Fox, sincerely thanking him for his services as the Family School Liaison Worker since 2015, in response to the announcement of his resignation, effective at the end of the 2020-2021 school year.

Carried.

Fire and Rescue Liaison Committee

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

Government Liaison Committee

- Minutes: Government Liaison Committee virtual meeting with MLA Glenn van Dijken, Athabasca-Barrhead-Westlock Constituency, held on March 3, 2021.

549-21: Orichowski

That Smoky Lake County approve action taken on March 17, 2021 in sending a letter to Paul McLaughlin, Rural Municipalities of Alberta (RMA) President and Soren Odegard, RMA Zone 4-5 Chairperson, and copied to Glenn van Dijken, MLA Athabasca-Barrhead-Westlock Constituency, requesting RMA to engage in stronger advocacy in respect to Municipal Sustainability Initiative (MSI) Funding as well as bridge funding programs; as recommended by the March 3, 2021, Motion #GL002-21 from the Smoky Lake County Government Liaison Committee.

Carried.

Highway 28/63 Regional Water Services Commission

- The agenda package from the Highway 28/63 Regional Water Services Commission meeting held on February 17, 2021 included in this Council agenda package.
- Addressed in the written report from Division 5 Councillor, Randy Orichowski as follows:
 - Highway 28/63 Regional Water Services Commission meeting held March 22/2021.
 - Delegation by JMB Group LLP" Barb McCarthy presented the 2020 audited financial statement.
 - Submitted reports: commission manager, finance, and Associated Engineering.
 - No report was presented from the Provincial Representative.
 - After partaking in a commission info webinar, it was determined that our Commission Bylaws need updating. Administration will look after.
 - Direction was given to pursue a Water System Build Out study. In future years with more requests for quality water, the supply system will probably need expanding. How do we do that?
 - Letter received from North East Muni-Corr. They propose charging an administration and utility right of way fee. The commission will respond through Legal representation.
 - March 22/2021 was recognized as World Water Day. An awareness of the importance of reliable drinking water.
 - The next meeting will be the call of the chair.

Joint Health and Safety Committee

- Meeting held March 18, 2021 and address in Councillor Halisky's written report:
 - Safety Policy Statement No. 07-31-01: Cold Weather Mobilization was approved with amendments to add 15 minutes warm up break duration.
 - County Policy Statement No. 03-40-03: Cold Weather – Equipment Mobilization was approved with amendments to replace Public Works with Department.
 - 12 employees were trained in Canadian Harassment, Bulling and Workplace Violence Prevention, 57 employees were trained in Understanding Hazards and Risk Stress in the Workplace, 3 employees were trained in Health and safety committee Online and 1 employee was trained in CPTED Advanced.
 - There were 3 incidents reported for the period of February 19th, 2021 to March 18th, 2021:
 - 1) February 23, 2021, property damage incident, minimal damage. The County's woodchipper detached from the unit pulling it while returning to the shop at Highway 28 and Harvest Gold Drive; the safety chains held. The chipper had been attached to the truck all winter. Upon further inspection the woodchipper's brakes also failed. Suggestions for prevention: inspect hairpins prior to mobilization and replace pins at the first signs of wear and/or assign someone to regularly replace pins on all trailers on a scheduled basis. 2) No date provided, near miss public complaint, no damage. Prior to entering a ratepayer's yard, the plow truck operator noticed the ratepayer's gate was damaged. The operator proactively photographed the damage for documentation purposes and the ratepayer was notified for awareness. 3) March 10, 2021, near miss, no damage. An emergency services employee demonstrated good defensive driving skills when forced to aggressively brake to avoid a collision with a public vehicle who drove into the intersection after stopping at a stop sign while the emergency vehicle had the right-of-way.
 - Internal Audit Action Plan was approved with discussion to ensure all employees are trained in all the changes etc.
 - 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.
 - Safety Officer's Training Action Plan to promote Employee awareness of County Policies and OHS Guidelines to integrate the training into toolbox meetings as well as the Annual Safety Meeting; and all future reporting on the matter will be tracked through the Training Updates report prepared by the Safety Officer.
 - Warmer temperatures and longer days can bring added risks so please ensure your vehicles/equipment whether County owned or personal, have clean windows, lights, and mirrors etc. and take caution when driving into the sun.
 - Time changes affect people in different ways so please ensure you get proper rest etc.
 - Wildlife on roadway incidents increase with the warmer temperatures so drive with caution, be familiar with highly wildlife populated areas where they cross the roadways and plan your drive.
 - With the warmer daytimes and cool night temperatures brings icy conditions so ensure you are wearing proper footwear, watch your footing at all times & remedy slippery areas if need be.
 - Warmer than normal temperatures in late winter/ early spring can lead to flooding, erosion and soft etc. roads so please drive to the road conditions and report all flooding and damaged etc. roads to the County Public Works.
 - 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.
 - Keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.
 - County Public Works Shop ventilation system was cleaned, and the County Administration Office will be completed the weekend of April 10 & 11, 2021.
 - Next JH&S Meeting is scheduled for Thursday, April 15/21.

Municipal Planning Commission

- Addressed in the Reeve's Report.

Northeast Alberta Information HUB

- Meeting held March 22, 2021 and address in Councillor Halisky's written report:
 - Open message delivered by Steve Upham including working with Covid requirements.
 - MLAs were not present.
 - Financial report presented by Joanne Warawa with some small purchases such as a computer, need to spend GOA funding in the year it was granted, and all was in good standing.
 - New Northeast Alberta Information HUB Executive Director was introduced, and Perry Phillips will be taking over for Bob Bezpalko. Motions were made to remove Bob Bezpalko as having signing authority and approve Perry Phillips to have signing authority.
 - Presently the Government of Alberta still supports the REDAs and their direction etc.
 - 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.
 - Bob Bezpalko discussed the 2021 Budget and Operations with the three main focus areas of Investment Attraction/ Retention, Business Support and Regional/Community Capacity Building.
 - Next Northeast Alberta Information Hub Meeting is Monday April 19, 2021. Northeast Information HUB AGM Meeting is scheduled for Wednesday June 23, 2021.

North East Muni-Corr. Ltd.

- North East Muni-Corr. Ltd. Budget to Financial Statements for the Year Ended December 31, 2022 included in this Council agenda package.
- Meeting held on March 8, 2021 and address in Councillor Cherniwchan's written report:
 - Discussion on Draft Bylaw #1484 changes.
 - Executive Committee - Marianne Janke - No Report.
 - Draft Letter to Water Commissions to be sent by March 24, 2021.
 - Civil suit re: Beaver River Trestle has been settled.
 - Nothing else to report. Marianne is on holidays, so no minutes or other reports were received.
 - Will report more in April.
 - The next regular Board Meeting for N.E. Muni-Corr Ltd. Is scheduled for Monday, April 12th at 10:00 am via ZOOM.

North East Muni-Corr. Ltd.

550-21: Gawalko

That Smoky Lake County Council **deny** North East Muni-Corr Ltd.'s request for support of their long-term planning efforts to achieve self-sustainability which includes but is not limited to additional municipal funding contributions, additional administration fees, increases to annual right-of-way fees, and a "Loss of Use & Adverse Effect Fee for Water Services Commissions Utility Right of Way Agreements", as per the correspondence received from Dwayne Yaremkevich, President, North East Muni-Corr Ltd, dated February 17, 2021; and notify them of same.

Carried.

8. Executive Session

Land and Legal Issue - North East Muni-Corr. Ltd.

551-21: Orichowski

That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue in respect to the negative impacts to municipalities and water commissions which would arise from North East Muni-Corr Ltd.'s proposed long-term planning efforts to achieve self-sustainability, as per the correspondence from Dwayne Yaremkevich, President of North East Muni-Corr Ltd., dated February 17, 2021, under the Authority of the FOIP Act, Section 27: Privileged Information, time 5:37 p.m.

Carried.

552-21: Gawalko

That Smoky Lake County Council go out of Executive Session, time 5:44 p.m..

Carried.

553-21: Gawalko

That Smoky Lake County Council engage the County Solicitor to draft letter to North East Muni-Corr. Ltd. as per discussion held in Executive Session Executive Session under the Authority of the FOIP Act, Section 27: Privileged Information on March 25, 2021, in respect to the negative impacts to municipalities and water commissions which would arise from North East Muni-Corr Ltd.'s proposed long-term planning efforts to achieve self-sustainability, as per the correspondence from Dwayne Yaremkevich, President of North East Muni-Corr Ltd., dated February 17, 2021.

Carried.

Northern Lights Library Board

- Addressed in the Reeve's Report.

Schedule a Policy Committee Meeting

554-21: Orichowski That the next Smoky Lake County Policy Committee Meeting be scheduled for Thursday, May 13, 2021 at 10:00 a.m. to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

R.C.M.P. Liaison Committee

- No Report.

Regional Community Development Committee (RCDC)

555-21: Orichowski That Smoky Lake County Council **defer** the Regional Community Development Committee (RCDC) Year-2021 Economic Development Budget to a future County Council Meeting to allow time for review and/or revisions.

Carried.

Regional Emergency Management Advisory Committee

- No Report.

Risk-Pro Control Management Committee

Genesis Reciprocal Insurance Exchange - Annual General Meeting

556-21: Lukinuk That Smoky Lake County submit the Proxy form to allow the Deputy Reeve to have full authority to vote on behalf of Smoky Lake County at the virtual Annual General Meeting for Genesis Reciprocal Insurance Exchange scheduled for April 8, 2021; and approve for Deputy Reeve and Council who can attend – attend the said virtual event.

Carried.

Bellis Curling Association

557-21: Halisky That Smoky Lake County provide funding in the amount of \$10,000.00 to the Bellis Curling Association, in response to the letter received from Leanna Gray, Secretary Treasurer, Bellis Curling Association, dated March 2, 2021, requesting financial assistance with operating funds for their curling rink as the club was unable to fundraise through hosting a bonspiel or working a casino due to the COVID pandemic.

Carried.

Smoky Lake Community Daycare Co-operative Committee

- Addressed in the Reeve's Report.

Smoky Lake Foundation

- The agenda package from the Smoky Lake Foundation meeting held on March 10, 2021 included in this Council agenda package.
- Addressed in the written report from Division 5 Councillor, Randy Orichowski as follows:
 - Information update on installing internet towers on the roof of the lodge. Alberta Seniors and Housing and the Town will have that discussion.
 - Lodge Managers reports are enclosed. All facilities remain relatively full.
 - The Province invested a fair dollar into renovating the interior of Cedar Manor (self-contained units).
 - All employees of Smoky Lake Foundation are eligible for the Covid vaccine. They have to make their own booking.
 - The next regular Board meeting is scheduled for April 21st at 9a.m.
 - Special meeting held on March 18th to review and pass the 2020 Audited Financial Statement.

Smoky Lake Region Fire and Rescue Committee

- Addresses in the Reeve's Report.

Smoky Lake Heritage Board

- No Report.

Joint Municipalities Meeting

- No Report.

Smoky Lake Agricultural Society

- No Report.

Intermunicipal Collaboration Committee (ICC)

- Address in the Reeve's Report.

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

- Address in the Reeve's Report.

Committee Task Force and Board Reports

558-21: Cherniwchan That Smoky Lake County's Committee Task Force and Board Reports presented by Councillors as of March 25, 2021, be accepted for information.

Carried.

6. Correspondence:

Alberta Energy Regulator (AER) - Proposed Changes to Directive 067

559-21: Halisky That Smoky Lake County provide a letter of concern to the Alberta Energy Regulator (AER) regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties; in response to the correspondence received from Jared Stitsen, Reeve, Westlock County, dated February 23, 2021 regarding same; and carbon copy all MLAs in the area affected by the said directive.

Carried.

Minister of Municipal Affairs

560-21: Gawalko That Smoky Lake County acknowledge receipt of the letter from the Honourable Ric McIver, Minister of Municipal Affairs, received in March 2021, in respect to more information about the Year-2021 Provincial Budget, and announcing Municipal Affairs is investing more than \$1.7 billion overall to build stronger communities to deliver important programs and services and to support effective governance and preserve public safety.

Carried.

Minister of Municipal Affairs

561-21: Orichowski That Smoky Lake County acknowledge receipt of the letter from the Honourable Ric McIver, Minister of Municipal Affairs, received in March 2021, in respect to changes to the Government of Alberta's Disaster Recovery Program (DRP), which are in effect for DRPs that occur in 2021 and onward and are outlined in the 2021 Disaster Assistance Guidelines, in response to the rising cost and frequency of disasters in Alberta.

Carried.

House of Commons Unanimous Consent to Establish a National Suicide Prevention Hotline

562-21: Halisky

That Smoky Lake County acknowledge receipt of the correspondence from Shannon Stubbs, MP, Lakeland, in regard to the December 11, 2020, motion passed by the House of Commons, which was introduced by Conservative MP Todd Doherty, through unanimous consent, in regard to the alarming rate of suicide in Canada constituting a national health crisis, and the need for the House to call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline which consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line to be made accessible to all Canadians;

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit Suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide Prevention-services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT Smoky Lake County Council endorses this 988 crisis line initiative;

and send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the Canadian Radio-television and Telecommunications Commission (CRTC) and local area municipalities to indicate our support.

Carried.

Smoky Lake Golf Course - Junior Golf Program

563-21: Orichowski

That Smoky Lake County commit funding in the amount of \$1,000.00 to the Smoky Lake Golf Course, subject to confirmation of the Year-2021 Smoky Lake Golf Course Junior Golf Program proceeding, in response to the letter received on March 15, 2021, from Noel Simpson, General Manager, Smoky Lake Golf Course.

Carried.

“Thank You” Correspondence

564-21: Cherniwchan

That Smoky Lake County acknowledge receipt of the “Thank You” correspondence received for the Month of March 2021 from: Alberta Provincial Rural Crime Watch Association, March 21, 2021, for hosting their Annual General Meeting virtually through Zoom.

Carried.

Information Releases

565-21: Halisky

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 March 2021, be (F) filed for information or (A) acknowledged receipt:

- R16-21 - Rural Municipalities of Alberta (RMA): Contact Newsletter: February 26, 2021. **F**
- R17-21 - Gerald Rhodes, Executive Director, Tasha Blumenthal, Director of External Relations and Advocacy, Rural Municipalities of Alberta (RMA), dated February 25, 2021– Re: Budget 2021-22: RMA Initial Analysis. **A**
- R18-21 - Aspen View Public Schools Newsletter: Aspen View Board Highlights - February 18, 2021. **F**
- R19-21 - Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) Letters of Support from: Dan Rose, Chair, Edmonton Historical Board, dated February 25, 2021; Cathy Heron, Mayor, City of St. Albert, dated February 24, 2021; Okimaw Vernon Watchmaker, Grand Chief, Confederacy of Treaty 6 First Nations, dated March 11, 2021; Cammie Laird, Reeve, Clearwater County, dated January 26, 2021. **A**
- R20-21 - Robert Deresh, Chair, Lakeland Communities Health Advisory Council, dated March 5, 2021 - Re: Virtual Community Conversation. **A**
- R21-21 - Rural Municipalities of Alberta (RMA): Contact Newsletter: March 5, 2021. **F**
- R22-21 - Aspen View Public Schools Newsletter: Aspen View Board Highlights - March 11, 2021. **F**

Carried.

10. Bills & Accounts:

566-21: 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: Mach 25, 2021

Batch #	Cheque Numbers	Total of Batch
53373	50964 to 50972	\$95,229.13
53462	50973 to 51001	\$246,771.10
53518	51002 to 51012	\$9,825.73
53553	51013	\$8,926.27
53625	51014 to 51033	\$113,471.27
53633	51034	\$2,912.06
53714	51035 to 51053	\$30,121.57
Total Cheques from 50964 to 51053		\$507,257.13

Batch #	EFT Numbers	Total of Batch
53373	34 to 36	\$23,393.84
53462	37 to 47	\$16,068.10
53518	48 to 51	\$28,924.38
53592	52	\$1,000.00
53625	53 to 68	\$42,888.50
53714	69 to 90	\$364,817.06
Total EFTs from 34 to 90		\$477,091.88

Direct Debit Register

Batch #	Description	Total of Batch
53347	Vision XS Ltd.	\$5,000.00
53348	My HSA	\$1,182.45
53349	My HSA	\$740.35
53350	My HSA	\$552.50
53351	My HSA	\$209.95
53352	My HSA	\$845.50
53665	My HSA	\$1,215.50
Total Direct Debits		\$9,746.25

Grand Total Bills and Accounts **\$994,095.26**
(Note: From General Account)

Carried.

County Council Meeting

567-21: Gawalko

The next Smoky Lake County Council Meeting is scheduled for **Thursday, April 29, 2021 at 9:00 a.m.** and **Thursday, May 27, 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:

568-21: Lukinuk

That the Smoky Lake County Council Meeting of March 25, 2021, be adjourned, time 6:10 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION		DATE April 29, 2021	4.1
TOPIC	Bylaw #1393-21: Amend Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M (Municipal Address: 59430 Highway 831), from Agriculture (AG) District to Highway Commercial (C1) District.		
PROPOSAL	<ul style="list-style-type: none"> • Smoky Lake County received an application to amend Smoky Lake County Land Use Bylaw No. 1272-14, from Michael & Paul Diachyshyn, dated February 24, 2021, to rezone portions of the lands legally described as SE-29-59-19-W4M, from Agriculture (AG) District, to Highway Commercial (C1) District. © Attachment 1 • The amount of land that the applicant proposes to rezone totals approximately 30 acres. • The proposed Amendment to Smoky Lake County Land Use Bylaw No. 1272-14, is being proposed to allow for the potential subdivision of SE-29-59-19-W4M, to accommodate an “Agricultural Support Service” (farm equipment dealership/storage & service of farm equipment). • Smoky Lake County Land Use Bylaw 1272-14 defines an “Agricultural Support Service” as “a development providing products or services directly related to the agriculture industry. Without restricting the generality of the foregoing, this shall include such facilities as: livestock auction marts, grain elevators, feed mills, bulk fertilizer distribution plants, bulk agricultural chemical distribution plants, bulk fuel plants, farm implement dealerships, and crop spraying. This use does not include cannabis production and distribution.” • While an “Agricultural Support Service” is listed as a “Permitted Use” under both Section 8.2 (Agriculture District) and Section 8.8 (Highway Commercial District), the applicant intends to apply for a subdivision if the proposed rezoning is approved by Council. • Under the current Agriculture Zoning, the applicant would be unable to proceed with their proposed subdivision due to restrictions on the size of parcel that would be allowable. By rezoning the property to C1, the applicant would be able to apply for a subdivision of the size that is required to separate the proposed use from the remainder of the quarter section. • The subject site is classified as “Commercial Area” under Section 7.2.3 (MDP Map 1.3) of Smoky Lake County Municipal Development Plan Bylaw No. 1249-12, which is congruent with the proposed rezoning. A copy of the relevant sections from Bylaw No. 1249-12 is attached for reference. © Attachment 2 • A copy of proposed Bylaw #1393-21 is attached for reference. © Attachment 3 • A copy of Section 8.2 – Agriculture (AG) District is attached for reference. © Attachment 4 • A copy of Section 8.8 – Highway Commercial (C1) District is attached for reference. © Attachment 5 		
BACKGROUND	<p><u>Public Hearing – April 29, 2021</u></p> <ul style="list-style-type: none"> • A Public Hearing on proposed Bylaw 1398-21 was held on April 29, 2021, to obtain public feedback, both for and against, the proposed Bylaw. • The Public Hearing was advertised for two weeks consecutively on social media and in newsprint in the Redwater Review on April 12, 2021 and April 19, 2021. • Public notice was also posted on the County’s website beginning on April 8, 2021. • Adjacent landowners were notified of the proposed Bylaw by letter, sent on April 8, 2021. • Potentially affected utilities/agencies were notified of the proposed Bylaw by email, dated April 8, 2021. 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
Smoky Lake County Policy No. 38-03: 2018-2020 Strategic Plan			
Focus Area: Economic Development			
1.0 – Good Planning that Supports Growth			
1.1 – Land Use Bylaw Changes			
The proposed Bylaw 1393-21 aligns with Smoky Lake County’s strategic plan by providing an additional opportunity for economic			

development within the region. Moreover, the proposed Bylaw would help facilitate economic development that will provide benefits to the wider agricultural community which is the backbone of the County's economy. © Attachment 6

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

Municipal Government Act

When to hold public hearing

- 230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,
- a) before second reading of the bylaw, or
 - b) before council votes on the resolution.
- (2) When this or another enactment requires a public hearing to be held on a proposed bylaw or resolution, council must
- a) give notice of the public hearing in accordance with section 606, and
 - b) conduct the public hearing during a regular or special council meeting.
- (3) A council may by bylaw establish procedures for public hearings.
- (4) In the public hearing, council,
- a) must hear from any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and
 - b) may hear any other person who wishes to make representations and whom the council agrees to hear.
- (5) After considering representations made to it about a proposed bylaw or resolution at the public hearing and after considering any other matter it considers appropriate, the council may
- a) pass the bylaw or resolution,
 - b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
 - c) defeat the bylaw or resolution.
- (6) The minutes of the council meeting during which the public hearing is held must record the public hearing to the extent directed by the council.

Requirements for advertising

- 606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.
- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
- a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution, or other thing relates, or in which the meeting or hearing is to be held,
 - b) mailed or delivered to every residence in the area to which the

proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or

- c) given by a method provided for under section 606.1.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
 - a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
 - 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) The 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

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 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 land 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 roll of the municipality, and
 - c) give 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 roll 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, 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 propose 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.
BENEFITS	County will be able to: <ul style="list-style-type: none"> • Increase assessment through commercial development. • Facilitate commercial development that will benefit County residents and potentially provide opportunities for additional economic development spinoffs.
DISADVANTAGES	<ul style="list-style-type: none"> • Nil.
ALTERNATIVES	<ul style="list-style-type: none"> • Refuse the proposed amendment.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Nil.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • If adopted, the Bylaw will be consolidated with Bylaw 1272-14, and be posted to the County's website. The applicant will also be notified in writing of Council's decision, whether the Bylaw is adopted or defeated.
RECOMMENDATION	
<p>That Smoky Lake County Council give Bylaw #1393-21: A Bylaw to amend Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M, SECOND READING, and THIRD and FINAL READING, this day of April 29th, 2021, 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.</p>	
CHIEF ADMINISTRATIVE OFFICER	



Date of Application: Feb 24/2021

APPLICATION TO AMEND

LAND USE BYLAW AREA STRUCTURE PLAN MUNICIPAL DEVELOPMENT PLAN

APPLICANT INFORMATION

NAME OF APPLICANT MICHAEL DIACHYSHYN		NAME OF REGISTERED LANDOWNER (COMPLETE IF DIFFERENT FROM APPLICANT) PAUL W. DIACHYSHYN	
SIGNATURE 		SIGNATURE 	
MAILING ADDRESS RR#1 WASKATENAH, AB		MAILING ADDRESS RR#1 WASKATENAH, AB	
POSTAL CODE TOA 3P0	TELEPHONE 780-691-7104	POSTAL CODE TOA 3P0	TELEPHONE 780-696-9808

LEGAL DESCRIPTION

QTR/LSD SE	SECTION 29	TOWNSHIP 59	RANGE 19	W4M W4M
REGISTERED PLAN	BLOCK	LOT		

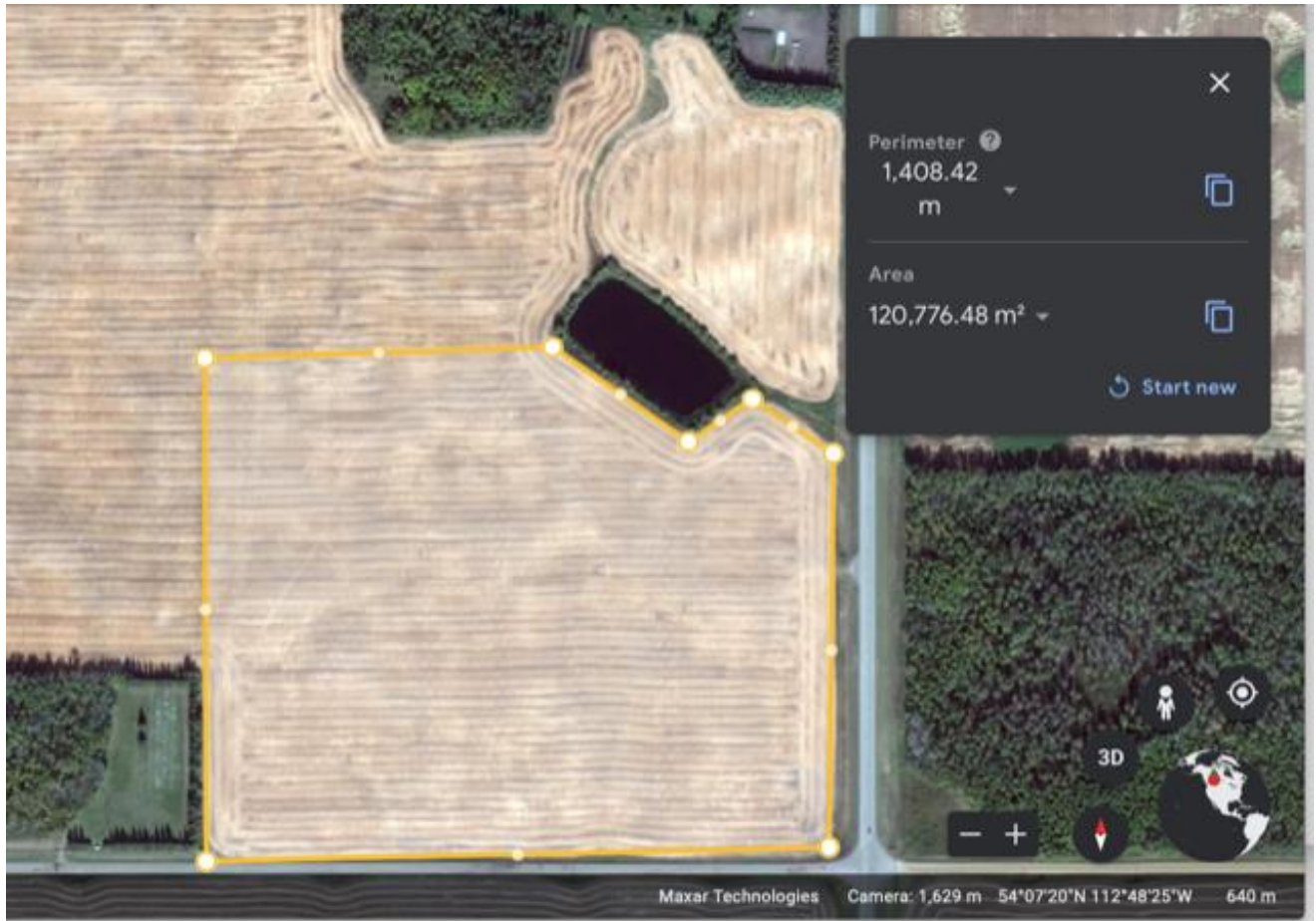
PLANNIG DOCUMENT

<p>EXISTING LAND USE DISTRICT</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> AGRICULTURAL DISTRICT (AG) <input type="checkbox"/> VICTORIA AGRICULTURE DISTRICT (A1) <input type="checkbox"/> MULTI-LOT COUNTRY RESIDENTIAL DISTRICT (R1) <input type="checkbox"/> RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2) <input type="checkbox"/> VICTORIA RESIDENTIAL DISTRICT (R3) <input type="checkbox"/> HAMLET RESIDENTIAL DISTRICT (R4) <input type="checkbox"/> HIGHWAY COMMERCIAL DISTRICT (C1) <input type="checkbox"/> VICTORIA COMMERCIAL DISTRICT (C2) <input type="checkbox"/> HAMLET COMMERCIAL DISTRICT (C3) <input type="checkbox"/> INDUSTRIAL DISTRICT (M1) <input type="checkbox"/> RURAL INDUSTRIAL DISTRICT (M2) <input type="checkbox"/> COMMUNITY AND INSTITUTIONAL DISTRICT (P) <input type="checkbox"/> DIRECT CONTROL DISTRICT (DC) <input type="checkbox"/> DIRECT CONTROL LANDFILL DISTRICT (DC1) 	<p>PROPOSED LAND USE DISTRICT</p> <ul style="list-style-type: none"> <input type="checkbox"/> AGRICULTURAL DISTRICT (AG) <input type="checkbox"/> VICTORIA AGRICULTURE DISTRICT (A1) <input type="checkbox"/> MULTI-LOT COUNTRY RESIDENTIAL DISTRICT (R1) <input type="checkbox"/> RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2) <input type="checkbox"/> VICTORIA RESIDENTIAL DISTRICT (R3) <input type="checkbox"/> HAMLET RESIDENTIAL DISTRICT (R4) <input checked="" type="checkbox"/> HIGHWAY COMMERCIAL DISTRICT (C1) <input type="checkbox"/> VICTORIA COMMERCIAL DISTRICT (C2) <input type="checkbox"/> HAMLET COMMERCIAL DISTRICT (C3) <input type="checkbox"/> INDUSTRIAL DISTRICT (M1) <input type="checkbox"/> RURAL INDUSTRIAL DISTRICT (M2) <input type="checkbox"/> COMMUNITY AND INSTITUTIONAL DISTRICT (P) <input type="checkbox"/> DIRECT CONTROL DISTRICT (DC) <input type="checkbox"/> DIRECT CONTROL LANDFILL DISTRICT (DC1)
MUNICIPAL DEVELOPMENT PLAN:	AREA STRUCTURE PLAN:

REASON IN SUPPORT OF APPLICATION FOR AMENDMENT: **For future subdivide of 30 Acre parcel to be used for an AG service business. AG service business will be an equipment dealership and yard to store, service and sell farm equipment.**

OFFICE USE ONLY

REPORTS	<input type="checkbox"/> Environmental Site Assessment <input type="checkbox"/> Biophysical Assessment <input type="checkbox"/> Geotechnical Report <input type="checkbox"/> Stormwater Management Plan <input type="checkbox"/> Certificate Of Title	
APPLICATION FEE	RECEIPT #	BYLAW NO.



Transaction processed and saved!



Smoky Lake County

PO Box 310, Smoky Lake AB, T0A 3C0 780-656-3730

smokylakecounty.ab.ca Need Help? cmcmullin@smokylakecounty.ab.ca

The descriptor on your credit card statement for this transaction will appear as:
Smoky Lake County



Transaction ID: 2021022408280103516 Authorization #04061G
 Status: Approved
 Transaction Date: February 24 2021 06:28 am
 Payment Card Amount: \$1000.00
 OptionPay Load Fee: \$31.50
 Total (CAD): \$1031.50
 Branch: Smoky Lake County
 Type: Permits/Licenses
 Description: Application to Amend - Paul Diachyshyn
 Receipt Email: sharptailv@gmail.com
 Comments: Form Application to Amend Paul Diachyshyn SE-29-59-19-W4M submitted to Jordan 02/24/2021

Attachments

Payment Card Details

Card Details: VISA *****8737

Name on Card: Michael Diachyshyn

Card:

Yes, I authorize OptionPay to charge my credit card for the purchase of the OptionPay Payment Card and load fee. I also acknowledge that this charge will appear on my credit card statement as Smoky Lake County.



Customer Signature _____

Refunds and Cancellations: NO refunds or cancellations.

Public Comments

Form Application to Amend Paul Diachyshyn SE-29-59-19-W4M submitted to Jordan 02/24/2021

2.4.3 Industrial Uses

For the purpose of this Municipal Development Plan the term "industry" refers to manufacturing or warehousing and storage, and includes both light and heavy industry. Industries that may have high levels of noxious emissions or noise are referred to as heavy industry. Light industry is not noxious and is generally compatible with other uses. Natural resource extraction industries, includes such uses as gravel pits and oil and gas wells.

At present, industrial uses within the County can be classified as rural industrial, light industrial or medium industrial, as defined in the Smoky Lake County Land Use Bylaw.

Rural Industrial

Rural industries are industrial uses which are better suited to a rural rather than an urban environment because they require relatively large areas of land, do not require urban services, and may provide services to the rural area; or are potentially hazardous or emit high levels of noise, dust, odour, vibration, etc.

Major rural industries operating in the County are dairies, peat moss producers and gravel extraction and hauling. Sungrow Horticulture Canada Ltd. operates a major rural industry in the County. There are also a number of gravel and aggregate operations located predominately in the southwestern portion of the County in close proximity to the North Saskatchewan River valley.

Industrial

Industrial uses include both light and medium industrial developments as defined in the Smoky Lake County Land Use Bylaw. There are currently no heavy or petrochemical industrial developments operating within the County.

2.4.4 Commercial Uses

Commercial uses within the County can currently be classified as Highway Commercial, Urban Commercial or Victoria Commercial.

Highway commercial

Highway commercial uses are generally commercial uses which service the traveling public. They are for the most part located adjacent to or close to highways. Existing Highway Commercial developments within the County include service stations, gas bars and restaurants.



Smoky Lake County
Municipal Development Plan
Bylaw 1249-12

Policy 4.3.2.2 Council shall only consider proposals for the development of lands for industrial uses in a hamlet if the proposal is for a light industrial use.

4.4 Commercial Policy

The intent of the Plan is to accommodate commercial facilities, primarily adjacent to the highway, secondary road systems, within established hamlets, and in appropriate locations within multi-lot recreation residential developments. Commercial developments provide a service to the agricultural community, local residents, the highway traveling public, and tourists to the region. The County will not support commercial developments that adversely affect the standard of safety or convenience, or the functional integrity of any highway or road. The Plan also recognizes that specific commercial uses may require unique site locations in order to serve the rural community.

Objective 4.4.1	To minimize the impacts of commercial activities on working landscapes and cultural landscapes
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Policy 4.4.1.1 The County shall consider proposals for commercial development:

- (a) that will not unnecessarily fragment the working landscape; and
- (b) that do not conflict with adjacent land uses.

Policy 4.4.1.2 Commercial uses shall be encouraged to avoid locating in areas of critical wildlife habitat wherever possible.

Policy 4.4.1.3 Commercial uses operated as secondary uses to agricultural operations may be allowed.

Objective 4.4.2	To minimize conflicts with adjacent land uses
------------------------	--

Policy 4.4.2.1 Commercial development may be allowed to locate near urban areas in consultation with the affected urban area, as determined by the Development Authority.



Smoky Lake County
 Municipal Development Plan
 Bylaw 1249-12

Policy 4.4.2.2 The Development Authority shall require the developer to construct and/or maintain an appropriate buffer, as determined by the Development Authority, between the development and nearby lands.

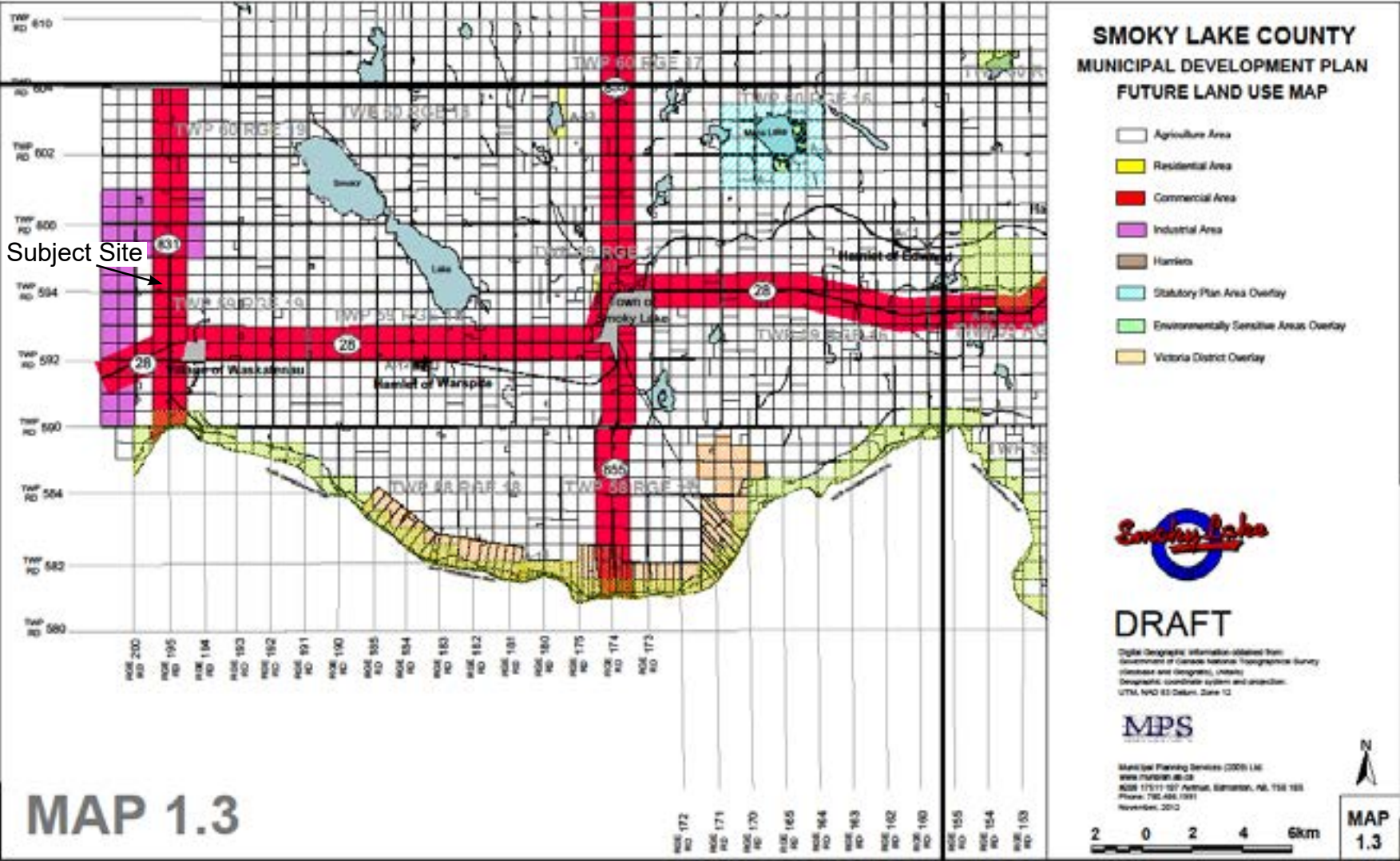
Policy 4.4.2.3 Council shall encourage commercial development in hamlets if the necessary servicing requirements do not exceed the servicing capabilities of the hamlet or negatively impact the character of the hamlet.

Objective 4.4.3	To minimize municipal servicing costs associated with commercial development
------------------------	---

Policy 4.4.3.1 The Development Authority shall require the developer of a commercial development to identify all municipal servicing costs associated with the development. The assignment of these costs between the County and the developer will be the basis of an agreement to be entered into prior to a subdivision approval or upon the issuance of a development permit. Normally, however, all development servicing costs associated with the development will be carried by the developer.



Smoky Lake County
Municipal Development Plan
Bylaw 1249-12



**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1393-21**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA,
TO AMEND BYLAW 1272-14 BEING THE LAND USE BYLAW FOR SMOKY LAKE COUNTY.**

WHEREAS Council has adopted Smoky Lake County Bylaw 1272-14 to be used at the Land Use Bylaw.

WHEREAS it is deemed expedient to amend Bylaw 1272-14, as set out in Section 692 of the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto.

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

1. That Appendix "B" of Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be amended such that all the portions of the lands legally described as SE-29-59-19-WAM, as shown on Schedule 'A', be rezoned from "Agriculture (AG) District" to "Highway Commercial (C1) District";
2. This Bylaw shall come into effect after third and final reading.

READ A FIRST TIME IN COUNCIL THIS 25TH DAY OF MARCH, AD 2021.

Craig Lukinuk
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer

Bylaw 1393-21

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2021.

READ A THIRD AND FINAL TIME IN COUNCIL _____ DAY OF _____, AD 2021.

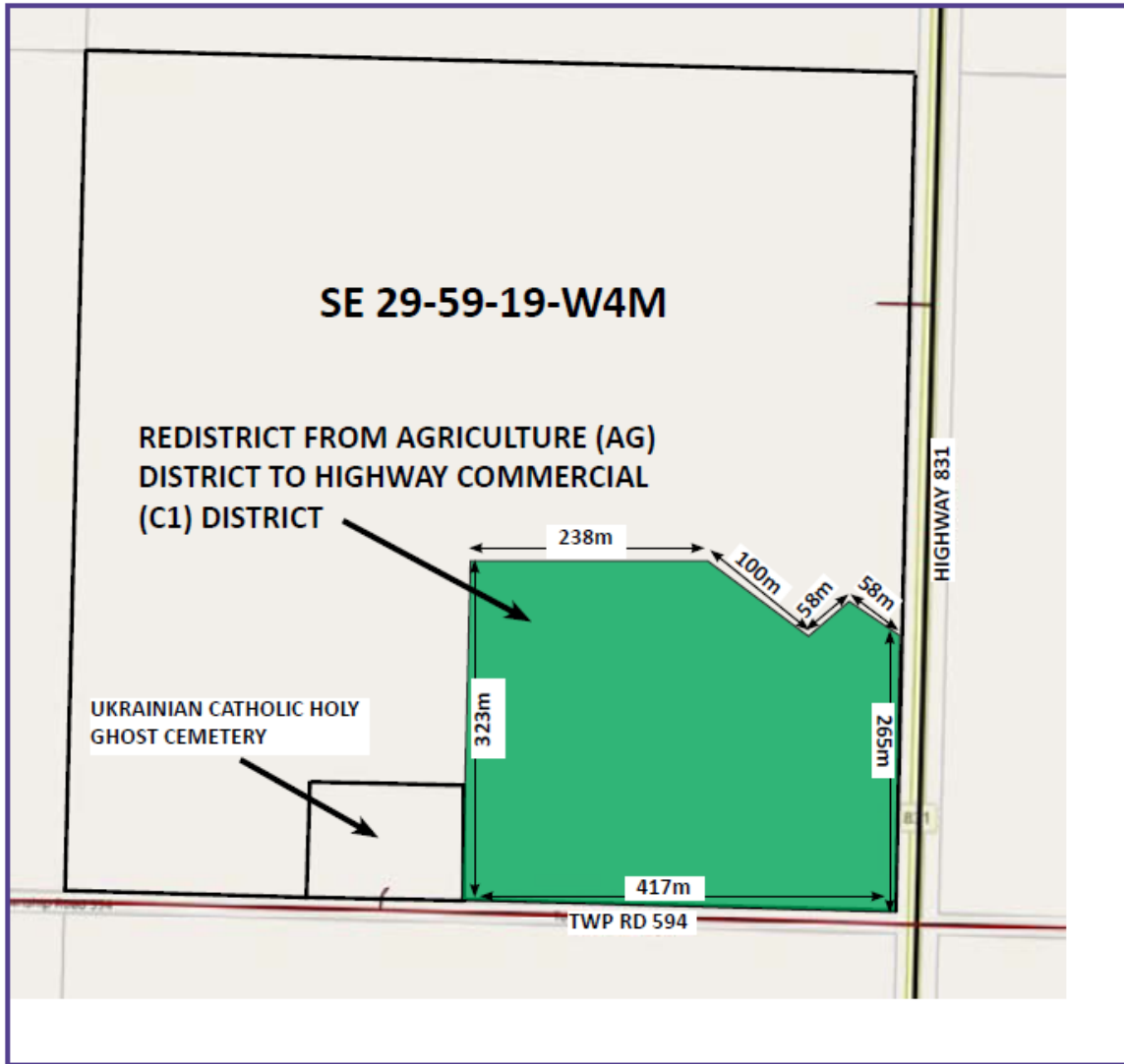
Craig Lukinuk
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer



SCHEDULE "A" BYLAW NO. 1393-21



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. Dwelling, single detached, tiny
- J. Extensive Agriculture
- K. Garage Suite
- L. Garden Suite
- M. Guest House
- N. Home Occupation, Major
- O. Home Occupation, Minor
- P. In-law Suite
- Q. Manufactured Home
- R. Modular Home
- S. Natural Area
- T. Public Utility
- U. Secondary Suite
- V. Shipping Container
- W. Solar Energy Collection Systems
- X. 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. Campground, minor
- H. Campground, intermediate
- I. Campground, major
- J. Cemetery
- K. Child Care Facility
- L. Day Care Facility

- M. Duplex (Vertical and Side-by-Side)
- N. Family Care Facility
- O. Intensive Agriculture
- P. Kennel
- Q. Natural Resource Extraction Industry
- R. Place of Worship
- S. Public and Quasi-Public Building and Use
- T. Public Utility
- U. Recreational Use
- V. Recreational vehicle park
- W. Relocated Building
- X. Secondary Commercial
- Y. Sign
- Z. Surveillance Suite
- AA. Transfer Station
- BB. Utility Building
- CC. Wind Energy Conversion System, Small
- DD. Wind Energy Conversion System, Large
- EE. Workcamp, Short-Term
- FF. 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

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.

location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

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 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
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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.

8.8 HIGHWAY COMMERCIAL (C1) DISTRICT

1. Purpose

The general purpose of this District is to control development in the vicinity of Provincial Highways. Development should be restricted to that which is generally required to serve the motoring public.

2. Permitted Uses

- A. Agricultural Support Service
- B. Automobile Repair Shop, Major
- C. Automobile Repair Shop Minor
- D. Automobile Sales
- E. Bed and Breakfast Establishment
- F. Buildings and Uses Accessory to Permitted Uses
- G. Community Hall
- H. Convenience Retail Service
- I. Drive-in Business
- J. Eating and Drinking Establishment
- K. Extensive Agriculture
- L. Highway Commercial Use
- M. Home Occupation, Minor
- N. Home Occupation, Major
- O. Natural Area
- P. Protective or Emergency Services
- Q. Public or Quasi-Public Services
- R. Public Park
- S. Solar Energy Conversion System
- T. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Amusement Establishment, Indoor
- B. Amusement Establishment, Outdoor
- C. Auctioneering Facility
- D. Campground, minor
- E. Campground, intermediate
- F. Campground, major
- G. Boutique Accommodation
- H. Buildings and Uses Accessory to Discretionary Uses
- I. Bulk Fuel Storage and Sales
- J. Cannabis accessory retail sales

- K. Cannabis retail sales
- L. Car wash Establishment
- M. Cemetery
- N. Commercial Use
- O. Dwelling, Single Detached
- P. Dwelling, single detached, tiny
- Q. Duplexes (Vertical and Side-By-Side)
- R. Highway Commercial
- S. Hotel
- T. Liquor Sales/Distribution Service
- U. Manufactured Home
- V. Modular Home
- W. Motel
- X. Natural Resource Extraction
- Y. Outdoor Eating Establishment
- Z. Places of worship
- AA. Public Utilities
- BB. Recreational vehicle park
- CC. Rural Commercial
- DD. Rural Industries
- EE. Secondary Suite
- FF. Shipping Container
- GG. Surveillance Suite
- HH. Transfer Station
- II. Wind Energy Conversion System, Small
- JJ. Workcamp
- KK. Workcamp, Short Term
- LL. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

- A. Minimum Lot Area – As determined by the Subdivision Authority

5. Development Regulations

- A. Minimum Yard Setback Requirements

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 Roads	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
When adjacent to an Internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to Another Parcel	7.6 m (25.0 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
When adjacent to an internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to another parcel	7.6 m (25.0 ft.) from the property line

- iv. Notwithstanding **subsections (i), (ii), and (iii)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

6. Other Regulations

- A. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.

- B. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- C. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- D. Grading and drainage of the site shall be provided in accordance with **Section 6.11** of this Bylaw.
- E. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.
- F. Motels shall be developed in accordance with **Section 7.4** of this Bylaw.
- G. Vehicle Washing Establishments (carwashes) shall be developed in accordance with **Section 6.24** of this Bylaw.
- H. Places of Worship shall be developed in accordance with **Section 6.29** of this Bylaw.
- I. Private Liquor Stores and Storage Facilities shall be developed in accordance with **Section 7.19** of this Bylaw.
- J. Natural Resource Extraction Industries shall be developed in accordance with **Section 6.22** of this Bylaw.
- K. Service Stations and Gas Stations shall be developed in accordance with **Section 6.22** of this Bylaw.
- L. Shipping Containers shall be developed in accordance with **Section 7.31** of this Bylaw.
- N. Solar Energy Conversion Systems shall be developed in accordance with **Section 7.33** of this Bylaw.
- O. Wind Energy Conversion Systems shall be developed in accordance with **Section 2.9** of this Bylaw.

SMOKY LAKE COUNTY

Title: Smoky Lake County Strategic Plan 2018-2020		Policy No: 38-03
Section: 01	Code: P-I	Page No.: 1 of 10

E

Legislative Reference:	Alberta Provincial Statutes
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Purpose:	The Strategic Plan is the principle guiding document for governance, community development and service delivery throughout the County to remain responsive to the needs of all our citizens and stakeholders today and for the future.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Strategic Planning is a process through which Council determines the municipality's long-term vision of what we would like to see in place for the future and developing goals for achieving opportunities and issues that currently exist. County Council adopted the 2018-2020 Strategic Priorities Plan on October 25, 2018 – <u>Motion # 57-18</u> .
2. OBJECTIVE:	
2.1	Smoky Lake County remains committed to the mission, guiding values and goals as identified in the Strategic Plan; and through this commitment, we believe we can make Smoky Lake County a safe and vibrant community to live, work, and play.
	VISION STATEMENT: Leading the way in positive growth with healthy, sustainable, rural living.
	MISSION STATEMENT: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.
	VALUES: Integrity, Sustainability/Stability, Pride, Fairness and Freedom.
3. GUIDELINES:	
3.1	The Strategic Plan as per Schedule "A": Strategic Plan 2018-2020 serves as the foundation on which the County's work plans and annual budgets are developed.
	Strategic Plan 2018 – 2020 shall be an exhibit to this policy.
3.2	The Plan is a "living document" and therefore amendments or updates may be required to ensure that it remains consistent with the current needs of the community.

Title: Smoky Lake County Strategic Plan 2018-2020		Policy No: 38-03
Section: 01	Code: P-I	Page No.: 2 of 10 E

Policy Statement and Guidelines:

3.3 Strategic Plan - **Core Strategy Areas:**

The County recognizes that achieving success in these Five Core Strategy Areas is fundamental to providing sustainable economic development, socially responsible governance and sound environmental stewardship throughout the region. This Strategic Plan therefore addresses Smoky Lake County's **Integrated Community Sustainability Plan (ICSP)** which was finalized in November 2006, in accordance with the Year-2005 Federal Government's "New Deal for Cities and Communities" funding qualification requirement for the Federal Gas Tax Fund (FGTF). The County's ongoing Strategic Priorities are linked to these strategy areas:

- Governance: 2018 - 2020 Focus Area
- Social Services, Arts and Culture
- Economic Development: 2018 – 2020 Focus Area
- Physical Environment and Infrastructure: 2018 – 2020 Focus Area
- Built Environment

3.4 Strategic Plan ensures that strategies and goals are aligned with community and Council needs, through setting Strategic Priorities as outlined in **Policy Statement No. 01-43: Strategic Priorities** that defines a framework for identifying and prioritizing Strategic Priorities. This process can be referenced to guide the development of the Strategic Plan review.

4. PROCEDURES:

- 4.1 The Smoky Lake County Strategic Plan will be implemented through the establishment of Smoky Lake County Strategic Priorities.
- 4.2 County Council and Administration will consider of the Strategic Plan goals and follow the Strategic priorities when creating budgets and work plans.
- 4.3 County Council and Administration will review and evaluate this plan following each Election Term, normally in the Month of September at a **County Council Budget Meeting** to ensure it remains consistent with our current needs and goals. Updates and amendments may be considered at any time if deemed necessary by Council, by resolution, and monitored as per **Schedule "B": Strategic Priorities – Project Plan**.

5. REPORTING:

- 5.1 The "Strategic Priorities and Tactics" as per **Schedule "B": Strategic Priorities – Project Plan**, is an accountability framework, useful as a tracking tool to monitor operational progress on a quarterly basis to measure the Plan's success for each current year stated and provides information to assist the decision-making process at the County's annual budget deliberations, since the strategic direction and goals should drive funding decisions.

Title: Smoky Lake County Strategic Plan 2018-2020		Policy No: 38-03
Section: 01	Code: P-I	Page No.: 3 of 10

*E***Policy Statement and Guidelines:**

- 5.2 The Chief Administrative Officer will produce a report to County Council on a quarterly basis which will identify the status of progress towards achieving the Strategic Priority goals within the **2018-2020 Strategic Priorities Plan**, through the “PMH Local Government Framework” reporting software.
- 5.3 To convey the goals and priorities for the Smoky Lake County resident’s, **Schedule “C”:** **“Strategic Plan Report Card”**, has been established to provide a snapshot of the County’s achievements for the current year and “going forward” of priorities for the upcoming year; and shall be adopted by County Council Meeting by resolution.
- 5.3.1 The Report Card is intended to provide any interested persons or organizations a brief overview of the Smoky Lake County’s current year priorities outcomes achieved and will be published annually towards the end of the current year.
- 5.3.2 A clear linkage will exist in the alignment of the Smoky Lake County Strategic Plan and Strategic Priorities to identify annually the work done by Council and Administration to communicate to the citizens and stakeholders throughout the County.
- 5.4 **Release:**
- 5.4.1 To assist with communication of the Strategic Plan, following Council’s adoption, the Report Card will be released to the public via the County’s website (www.smokylakecounty.ab.ca). Hard copies can be made available upon request.

	Date	Resolution Number
Approved	September 27, 2012	# 838-12 - Page # 10186
Amended	August 20, 2015	# 860-15 - Page # 11888
Amended	April 30, 2020	# 724-20 - Page # 14124
Amended		

SCHEDULE "A"





Photo Courtesy of Tyler Fehr

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.

Strategic Priorities

Economic Development

Land Use Bylaw Changes	Q4 2018 - Q4 2019
Victoria District Economic Development Plan	Q4 2018 - Q3 2020
Warspite Ironhorse Trail RV Park	Q1 2019 - Q3 2020
Industrial Park	Q3 2019

Infrastructure

Expand Public Works Yard	Q3 2018 - Q3 2019
North Saskatchewan Emergency River Access(es) Plan	Q4 2018 - Q4 2019

Governance

Develop Inter-municipal Collaborative Framework(s)	Q4 2018 - Q2 2020
Develop High Priority HR Policies	Q4 2018 - Q1 2019
Succession Planning	Q1 2019 - Q2 2020

Reeve's Message

If you fail to plan, you plan to fail.

Everyone knows that plans must change as reality changes, so our new Council has, over the last year, pursued a new direction and a new Strategic Plan.

Council and Management conducted workshops, public surveys, and a public consultation in order to refine the new Strategic Plan. We sincerely appreciate all the input we received from County citizens.

Cathy Goulet from Killick Leadership was a great asset to all of Council and Administration in helping achieve Smoky Lake County's new direction for the upcoming years. Several sessions were held and the leadership, style and professionalism of Killick Leadership was much appreciated by all who attended. This refreshing collaborative style has given us a great new direction for our county.

On behalf of my Council colleagues, thank you very much to all who contributed to making our new Strategic Plan happen.

Sincerely,
Craig Lukinuk
Reeve



About Smoky Lake County

Smoky Lake County is in northeastern Alberta, along Highway 28 about 100 km from the provincial capital, Edmonton. Rural living, safety and open spaces are important to our 2,461 residents (2016).

Smoky Lake County features great opportunities for development, recreation, agriculture and affordable country living. While agriculture is our proud heritage, the County has large deposits of natural gas, extensive areas of peat and some forested areas suitable for logging.

We are home to many lakes and natural areas attractive to vacationers and wildlife enthusiasts, and a 50 mile stretch of the North Saskatchewan River north shore that is positioned for future development.

Smoky Lake County is very excited to welcome the upcoming historic Metis Crossing cultural tourism site along the river, and looks forward to emerging partnerships to diversify our economy while reflecting our pride.

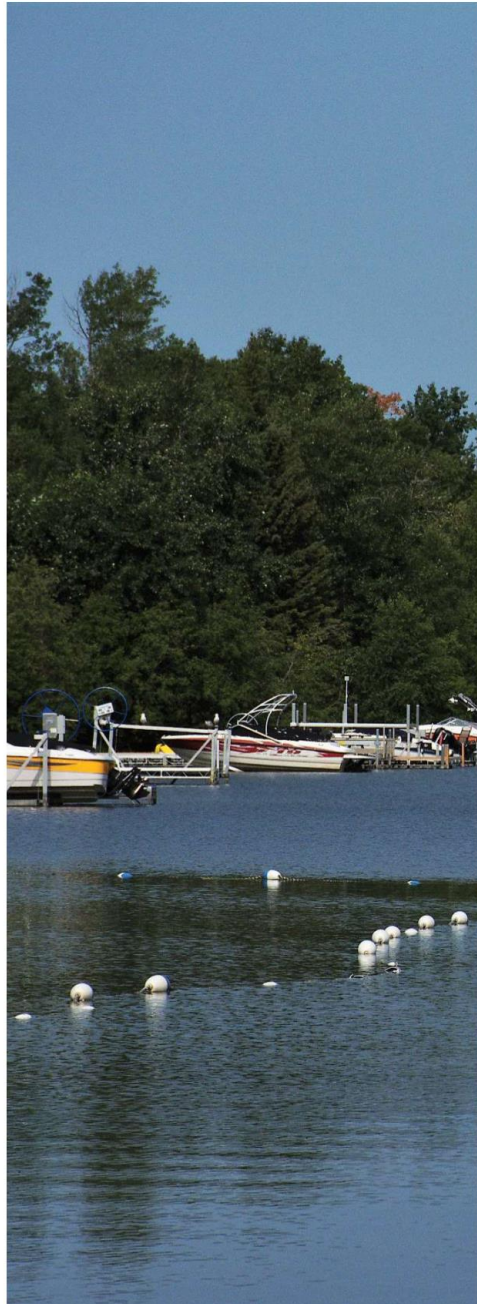


Our Thinking Process

Smoky Lake County Council Retreat

Smoky Lake County Council and Management held a retreat April 9 and 10, 2018. The objective of the retreat was to determine the strategic direction and purpose of Smoky Lake County and to set draft priorities that are achievable, tangible and agreeable, while providing clarity. Our deliverables were a statement of values, vision and mission statements, draft priorities and core areas of concern to present to the community. Three clear priority areas emerged: Economic Development, Infrastructure and Governance.

After the results of the Community Open House and Strategic Direction Survey were compiled, Council met again to compare their initial thinking to public input. The strategic statements and priorities were then reviewed one final time by Council on July 16, 2018 and delegated to staff for operational planning.



Engaging the Community

Strategic Direction Survey

In April 2018, 44 members of the community completed an online survey, which had each participant rank four or five concerns in the following dimensions:

- Governance
- Social Services
- Economic Development
- Physical Environment
- Infrastructure

The comprehensive responses were analyzed and provided to Council for consideration. The data reflected heavy emphasis on economic development, infrastructure and governance. Divisional reports were also generated so that Council could identify any trends based on location within the County.

The Community Open House

An open house was held at the Ukrainian National Hall on Thursday, May 3, 2018, during which the 'core areas' were presented for public feedback. Community members participated in four 'conversations':

- 1) Values, Vision and Mission,
- 2) Economic Development,
- 3) Governance, and
- 4) Infrastructure.

Council members and senior County staff chaired the "conversation pits" and the 24 citizens circulated through those over the course of the evening. This feedback was used to fine tune the priority areas and the key deliverables.


Schedule "B"

Strategic Priorities – Project Plan

Focus Area	Strategic Priorities and Tactics	2018				2019				2020				Target Complete	Status
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
Economic Development															
Smoky Lake County diversifies its economy with innovative planning and by supporting infrastructure that encourages investment.															
1.0	Good planning that supports growth														
1.1	Land Use Bylaw Changes													Dec 2019	
1.2	Victoria District Economic Development Plan													July 2020	
2.0	Creating growth through infrastructure														
2.1	Warspite Ironhorse Trail RV Park													June 2020	
2.2	Industrial Park													Sept 2019	
Infrastructure															
The County ensures its municipal infrastructure meets residents' expectations for excellence in service delivery and fiscal responsibility.															
1.0	Meeting service delivery and fiscal responsibility expectations														
1.1	Expand Public Works Yard													Aug 2019	
1.2	North Saskatchewan Emergency River Access(es) Plan													Nov 2018	
Governance															
Smoky Lake County delivers excellence in governance by managing strategic relationships and utilizing fiscal and human resources.															
1.0	Strategic Relationships														
1.1	Develop Inter-municipal Collaborative Framework(s)													April 2020	
2.0	Human Resources														
2.1	Develop High Priority HR Policies													June 2019	
2.2	Succession Planning													June 2020	

Status: **On Track** / **Behind** / **Complete**

Schedule "C"

Smoky Lake County 2018 -2020 Strategic Plan 2020 <i>Leading the Way in positive growth with healthy, sustainable, rural living.</i>			
 Report Card			
GOALS	Our Priorities	Our Achievements	Going Forward
Economic Development	Smoky Lake County diversifies its economy with innovative planning and by supporting infrastructure that encourages investment.	<u>Good Planning that support growth:</u> Victoria District Economic Development Plan:	
Infrastructure	The County ensures its municipal infrastructure meets residents' expectations for excellence in service delivery and fiscal responsibility.	<u>Meeting service delivery and fiscal responsibility expectations:</u> North Saskatchewan Emergency River Access(es) Plan:	
Governance	Smoky Lake County delivers excellence in governance by managing strategic relationships and utilizing fiscal and human resources.	<u>Strategic Relationships:</u> Develop Inter-municipal Collaborative Framework(s): <u>Human Resources:</u> Succession Planning:	

REQUEST FOR DECISION

DATE

April 29, 2021**4.2**

TOPIC

Policy Statement No. 03-21-05: Backsloping Program

PROPOSAL

BACKGROUND:

- Policy Statement No. 03-21: Backsloping Program is a "Governance Policy" originally adopted by Council on **February 14, 1994**.

Purpose: To assist in the control of brush and noxious weeds along County road right-of-ways to minimize (reduce) costs of road maintenance.

- **September 25, 2007:** Policy was amended by increasing from \$500.00 to **\$1,000.00** per half mile and an Agricultural Service Board Backsloping Program – Schedule "A" was created.
- **May 26, 2001:** Policy amended to reflect the responsibility for Backsloping be transferred to the Public Works Department from the Agricultural Service Board and the numbering changed from Policy 62-08 to be Policy Statement No. 03-21-03, also included the following:
"Only County landowners and ratepayers are eligible to apply for funding under this program. It will not apply to Public Works construction projects or the funding thereof. Cost remains at \$1,000.00 per half mile and Schedule "A": Application for Program remains.
- **August 30, 2018:** Policy amended to increase to **\$2,000.00 per half mile, up to a maximum of 1 (one) mile**. As well, the site will **be inspected** by Public Works Department before commencement of the project and after completion. No funds will be paid unless the project has been inspected and approved.
- **February 10, 2020:** Policy amended to change the wording from roadway to road right-of-way.

CURRENT:

Council requested that Policy on the Backsloping Program be discussed at a Budget Meeting:

November 26, 2020: County Council **Budget Meeting** - Motion #129-20:

"That Smoky Lake County Council **defer** discussion on Policy Statement No. 03-21-05: Backsloping Program to explore the implications of possibly increasing the amount which the applicant would receive for half of the cost of the project by an additional \$500.00 to a proposed maximum amount of \$2,500.00 per half mile, up to a maximum of 1 (one) mile, per year."

December 11, 2020 – County Council Budget Meeting – Discussion was not held.

PROPOSAL:

Public Works Department **is in agreement** to an increase of an additional \$500.00 to a proposed maximum amount of \$2,500.00 per half mile, up to a maximum of 1 (one) mile, per applicant, per year be implemented, as per discussions held with Council on November 26, 2020.

The value of and promoting the backsloping of rights-of-way definitely promotes:

- future weed and brush control
- eliminates potential traffic hazard - considered to be traversable.
- is aesthetically a benefit to all travelers.

It is therefore beneficial to reimburse landowners for this type of project and the increased cost may encourage further landowners to participate to do backsloping work in and around the (ditches) right-of-way to their properties.

Year 2020: Four (4) Applicants at ½ mile each = Total Cost was \$8,000.00

Year 2021: If estimating for the same amount of 2 miles in total and if cost per mile increase to \$2,500.00 as per discussion held on December 11, 2020, this will bring to Total Cost to \$10,000.00. Currently, the budgeted amount for backsloping was developed on the basis of \$2,000/half mile or \$8,000. Should the backsloping value be increased after the budget is adopted, amounts exceeding the budget value will also require a motion for approval to exceed the budgeted value. The expectation would be that the exceeded amount will not have a detrimental effect on the overall budget as any anticipated overage would be easily absorbed within the overall budget.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	MUNICIPAL GOVERNMENT ACT Section 201(1)(a): A Council is responsible for <u>developing and evaluating the policies and programs</u> of the municipality.
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BENEFITS	<ul style="list-style-type: none"> • Control of brush and noxious weeds. • More substantial reduction in road maintenance of brush and rocks in future years. • Promotes soil conservation practices – benefits both the County and landowner. • Strive to improve economic viability of farms.
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DISADVANTAGES	N/A
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ALTERNATIVES	County undertakes Backsloping Projects, and work is done by personnel.
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FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____	Capital Costs: _____
Budget Available: <u>\$ 8,000.00 for 2021</u>	Source of Funds: _____
Budgeted Costs: \$ _____	Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

COMMUNICATION STRATEGY	Advertise in Grapevine and post on Website, as in accordance with Policy Statement 01-44: Communication.
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RECOMMENDATION

That Policy Statement No. 03-21-06: Backsloping Program be amended to \$2,500/half mile.
(Entire Policy will be incorporated into the Minutes with the amendments).

CHIEF ADMINISTRATIVE OFFICER	
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SMOKY LAKE COUNTY



Title: Backsloping Program	Policy No.: 21-05
Section: 03	Code: P-S
	Page No.: 1 of 2 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	This program is set out to assist in the control of brush and noxious weeds along County road right-of-ways and to reduce costs of road maintenance. Only County landowners and ratepayers are eligible to apply for funding under this program. It will not apply to public works constructions projects or the funding thereof.
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Policy Statement and Guidelines:

The objective of the **Backsloping Program** is to remove all trees and to slope the ditches to enable landowners to extend cultivation to the edge of the road right-of-way.

1. All Backsloping Applications shall come to Council for approval. Consideration shall be given to available money in current-year budget for backsloping.
2. Smoky Lake County requires all brush, rocks and other debris to be removed so the cleared land may be prepared in such a state as to allow cropping or to the seeding of a forage mixture. The applicant will not remove any dirt from around power poles, alter or divert any drainage system or water course, and will contact Alberta First Call before commencement of work.
3. The area backsloped shall be kept free of noxious weeds, brush, and rocks in future years.
4. If the applicant requires a fence, it shall be set back a minimum of **33 feet** from the **centre** of the adjacent road right-of-way. The applicant is responsible for the erection and the cost of the fence.
5. The site will be inspected by the Public Works Department before commencement of the project and after completion. No funds will be paid unless the project has been inspected and approved.
6. The applicant must make available all receipts for expenses occurred on the project to Smoky Lake County.
7. Upon approval of the project, the applicant will receive half of the cost of the project to a maximum amount of **\$ 2,000.00 per half mile**, up to a maximum of 1 (one) mile, per year.
8. Upon request of an applicant, Smoky Lake County may supply a forage seed mixture to be seeded on the worked backsloped area. There shall be no cost for the forage seed mixture.
9. Before commencement of any project, an application form, **Schedule "A": Backsloping Program**, must be completed and returned to the Public Works Department.

	Date	Resolution Number
Approved	February 14, 1994	# 220 - Page # 5647
Amended	September 25, 2007	# 651-07 - Page # 8497
Amended	May 26, 2011	# 548-11 - Page # 9725
Amended	August 30, 2018	#863-18 - Page # 13251
Amended	February 10, 2020	#455-20 - Page # 13989



BACKSLOPING PROGRAM

Application Date: _____

APPLICANT NAME

ADDRESS

TELEPHONE NUMBER

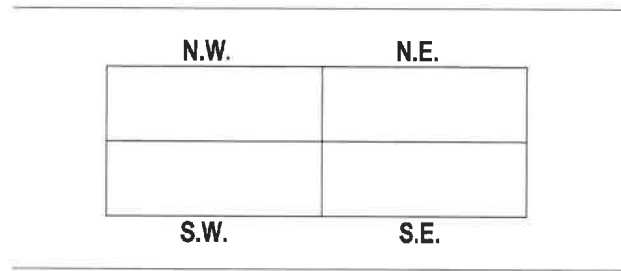
LEGAL, LAND LOCATION OF BACKSLOPING PROJECT:

1/4 _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M

DISTANCE TO BE BACKSLOPED: _____ MILE(S)

ESTIMATED COST OF PROJECT _____ DOLLARS

PLEASE MARK ON DIAGRAM, ROAD ALLOWANCE TO BE BACKSLOPED :



BACKSLOPING PROGRAM: is set out to assist in the control of brush and noxious weeds along County road right-of-ways and to reduce costs of road maintenance.

Objective: is to remove all trees and to slope the ditches to enable landowners to extend cultivation to the edge of the road right-of-way.

1. Smoky Lake County requires all brush, rocks and other debris to be removed so the cleared land may be prepared in such a state as to allow cropping or to the seeding of a forage mixture. The applicant will not remove any dirt from around power poles, alter or divert any drainage system or water course, and will contact Alberta First Call before commencement of work.
2. The area backsloped shall be kept free of noxious weeds, brush, and rocks in future years.
3. If the applicant requires a fence, it shall be set back a minimum of **33 feet** from the **centre** of the adjacent road right-of-way. It is also understood that the applicant is responsible for the erection and the cost of said fence.
4. The site will be inspected before commencement of the project and after completion by Smoky Lake County. No funds will be paid unless the project has been inspected and approved.
5. The applicant must make available all receipts for expenses occurred on the project to Smoky Lake County.
6. Upon approval of the project, the applicant will receive half of the cost of the project to a maximum amount of **\$ 2,000.00 per half mile.**
7. Upon request of an applicant, Smoky Lake County may supply a forage seed mixture to be seeded on the worked backsloped area. There shall be not cost for the forage seed mixture. Forage seed requested: Yes No

I, THE UNDERSIGNED, HAVE READ THIS APPLICATION AND AM AWARE OF ITS CONTENTS AND AGREE TO THE TERMS AND CONDITIONS.

DATED THIS _____ DAY OF _____, 20____.

SIGNATURE OF APPLICANT:

PUBLIC WORKS MANAGER/FOREMAN:

TOPIC

Federation of Canadian Municipalities (FCM) - Membership

PROPOSAL

HISTORY:

- FCM (Federation of Canadian Municipalities) has been the national voice of municipal government since 1901. Membership includes more than 2,000 municipalities of all sizes, from Canada's cities and rural communities to northern communities and 20 provincial and territorial municipal associations. Together, they represent more than 90 percent of all Canadians from coast to coast to coast. Municipal leaders from across Canada assemble each year to set FCM policy on key issues.
- FCM is an advocacy group. It is an organization with no formal power but significant ability to influence debate and policy, as it is a main national lobby group of Mayors/Reeves, Councillors and other elected municipal officials. It negotiates with the Government of Canada's departments and agencies on behalf of municipalities and administers a number of funds.

■ **Membership:**

Province	Members	% Municipal Populations
Alberta	248	97.9%
British Columbia	190	95.4%
Saskatchewan	425	88.8%
Manitoba	135	99.7%
Ontario	342	95.3%
New Brunswick	98	98.8%
Newfoundland and Labrador	153	86.5%
Nova Scotia	50	84.1%
Northwest Territories	15	91.8%
Nunavut	17	71.8%
Yukon	9	100%

BACKGROUND:

■ **Smoky Lake County: Membership Status:**

Year	Membership
2001-2002	\$ 383.82
2002-2003	\$ 392.11
2003-2004	\$ 564.00
2004-2005	\$ 399.48
2005-2006	\$ 407.80
2006-2007	\$ 398.35
2007-2008	\$ 406.67
2008-2009	\$ 481.13
2009-2010	\$ 494.55
2010-2011	\$ 519.63
2011-2012	\$ 539.70
2012-2013	\$ 561.45
2013-2014	\$ 649.33
2014-2015	\$ 664.89
2015-2016	\$ 681.23
2016-2017	\$ 490.41

Population per capita
was corrected with FCM

2017-2018	\$ 749.19
2018-2019	\$ 896.20
2019-2020	\$ 1,134.96
2020-2021	\$ 702.26

Membership
2021-2022
\$ 730.08

■ **Conference: FCM's 2021:**

FCM's 2021 Annual Conference and Trade Show is officially scheduled **May 31-June 4** as a virtual event. Meeting online has its advantages! With no need to travel across the country, more people from your municipality can attend this year. Plus you'll enjoy brand new features tailored to a virtual conference environment, along with the learning and networking opportunities you already know and love.

CURRENT:

Council received an Invoice to renew the FCM Membership for 2021-2022:

January 28, 2021: County Council **Meeting** - Motion #343-21:

"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."

February 25, 2021 – County Council Meeting – Delegation.

Virtually present before County Council from 11:13 a.m. to 11:41 a.m. was Steve Upham, Reeve, County of St. Paul No. 19 and former Federation of Canadian Municipalities (FCM) representative as appointed by the Rural Municipalities of Alberta (RMA), to discuss the need for more rural advocacy from the FCM.

Note: No further action was taken by Council at this meeting.

February 25, 2021: County Council **Meeting** - Motion #454-21:

"That Smoky Lake County request notification from the Municipal District of Bonnyville No. 87 as to the next steps in regard to the need for a stronger Western Canada Municipal Advocate, as per the letter received from Greg Sawchuk, Reeve, Municipal District of Bonnyville No. 87, dated January 20, 2021, in regard to same."

**ACTION
TAKEN**

The CAO contacted the MD of Bonnyville by email on March 11, 2021 to ask:
1. In regard to the western advocacy, the letter suggested some options. Has there been any suggestions or thoughts as to proposed next steps?
2. Was there any meetings or thoughts of setting up some form of NE regional meeting in regard to this issue?
The response was: This item was on the agenda for the March 10, 2021 MD of Bonnyville Council meeting. Reeve Sawchuk plans to discuss options to the group at the RMA conference scheduled for March 16-17, 2021. From that meeting there will be clearer direction from all parties on the next steps.

No further information received to date.

■ **Smoky Lake Signal: Article on FCM – March 2, 2021:**

Council received a PDF Version of the Smoky Lake Signal: March 1, 2021 Article highlighted Delegation with Steve Upham in respect to "The Federation of Canadian Municipalities".

PROPOSAL:

■ **Membership: Benefit(s) versus Concern(s)**

BENEFITS: Advantage	CONCERNS: Disadvantage
Voice to the municipal movement for building a better Canada.	Municipal interests for rural Alberta – questionable on representing needs.
Advocate to ensure members’ issues (Policy and Program matters) are heard at the federal government level.	Network Disconnect with other municipalities in Canada to share and strengthen interests.
Access to expert analysis and tools on federal legislation - various publications released.	
Part of the membership forms a strong and united voice that drives FCM’s influence.	
Federal Gas Tax Fund: March 25, 2021: News Release Announcement: <i>Federal Gas Tax Fund transfer to municipalities will be doubled for one year</i>	

DISCUSSION:

- Council can take the position to make a statement and voice concern on the FCM structure and relationship with Western Canada.
- Beneficial: Consider the values for the municipality by having access of the **FCM** works with a wide variety of corporate partners across Canada.
- Continued access to learn more about other Provinces, its differences and what unites us as government leaders – as member focused.
- On April 21, 2021, the CAO sent the following response to the FCM in regard to past due renewal of the County membership.

Lynn,

We likely will not be renewing given the protracted emphasis of the Board to large urban and eastern Canada related issues. The smaller western Canadian municipality has been all but forgotten at the executive level.

The matter will be reviewed later this month by our Council.

Gene

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

N/A

BENEFITS

- Voice to represent rural Alberta as a invested part with a right to
- Attributes work together and contributed to a sense of representing you community.
- Represents the interest of municipal governments.

DISADVANTAGES	Discount rate will not apply to Smoky Lake County, if interested is expressed to attend the 2021 Conference (virtually) – if membership is not renewed.	
ALTERNATIVES	Support concept setting up a Confederation of Western Municipalities.	
FINANCE/BUDGET IMPLICATIONS		
Operating Costs:	\$ 730.08 (\$3.37 per capita)	Capital Costs: _____
Budget Available:	\$ _____	Source of Funds: _____
Budgeted Costs:	\$ _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS		
COMMUNICATION STRATEGY		
RECOMMENDATION		
<p>That Smoky Lake County NOT RENEW 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; and advise accordingly.</p> <p>In the event the Council decides membership is warranted, we would recommend the following motion:</p> <p><i>That Smoky Lake County renew 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 <u>April 1, 2021.</u></i></p>		
CHIEF ADMINISTRATIVE OFFICER		

TOPIC

Day of Mourning – April 28

PROPOSAL

HISTORY:

- National Day of Mourning – April 28 is a day set aside each year to remember those who have been killed or seriously injured in the workplace.
- On April 28, 1991, Canada recognized its first National Day of Mourning for Persons Killed or Injured in the Workplace: a day where flags fly at half-mast, and we hold ceremonies across the country to recognize the lives needlessly lost, and the tremendous suffering of those left in the wake of workplace tragedy. In the years since, more than 100 other countries have also adopted the observance known widely as Workers' Memorial Day.

**BACKGROUND:**

April 28 is a **day** set aside to remember those killed or injured on the job as a strong call to action for prevention message.

Observance: previous years

YEAR	Statistics	Mark the Day of Mourning
2020	150	Gone too soon – remembered for a lifetime
2019	165	Not everyone makes it home to those they love
2018	162	He was more than a co-worker – he was my friend
2017	166	I still can't believe he's gone
2016	125	He wanted to be – just like his dad
2015	169	She will never know her father

CURRENT:

Smoky Lake County observes April 28 as:

- **We remember:** workers who were killed, injured, or became ill from their job.
- **We commit:** to protecting workers and preventing further workplace tragedies.

Last Year's Motion:

April 30, 2020: County Council **Meeting** - Motion #767-20:

"That Smoky Lake County declare in the County Grapevine April 28, 2020 as a "Day of Mourning" remembering all workers who have been killed, injured or disabled at their place of work in 2019 165 men and women; and, commemorate the day as per Policy to honour the memory of workers injured or killed on the job."

PROPOSAL:

- The National Day of Mourning is not only a day to remember and honour those lives lost or injured due to a workplace tragedy, but also a day to collectively renew our commitment to improve health and safety in the workplace and prevent further injuries, illnesses and deaths.
- **Year 2020:** Sadly, Alberta lost 150 people to workplace injury or illness in 2020.
April 28 - Smoky Lake County declare “Day of Mourning” and honour this day to remember to honour lives forever changed.



Information on materials and resources can be found on:

<https://wcb.ab.ca/about-wcb/community-partnership/day-of-mourning>

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

GOVERNMENT OF CANADA: WORKERS MOURNING DAY ACT S.C. 1991, c.15
An Act respecting a Day of Mourning for Persons Killed or Injured in the Workplace [Assented to 1st February, 1991]

WHEREAS it is desirable that Canadians should designate a day of mourning to remember workers killed, disabled or injured in the workplace and workers afflicted with industrial disease; AND WHEREAS Canadians seek earnestly to set an example of their commitment to the issue of health and safety in the workplace; NOW, THEREFORE, Her Majesty, by and with the advice and consent of the Senate and House of Commons of Canada, enacts as follows:

Short title

1. This Act may be cited as the Workers Mourning Day Act.

Day of Mourning

2. (1) Throughout Canada, in each and every year, the 28th day of April shall be known under the name of "Day of Mourning for Persons Killed or Injured in the Workplace".
(2) For greater certainty, the Day of Mourning for Persons Killed or Injured in the Workplace is not a legal holiday or a non-judicial day and shall not be required to be kept or observed as such.

Policy Statement No. 01-35: Flags: Half Mast

Section 1.3 Flags shall be lowered on the Provincial Declaration “Day of Mourning” for remembering workers injured or killed on the job.

BENEFITS	<ul style="list-style-type: none"> • Displays the County's commitment to workplace health and safety. • Reminding more workers to put health and safety at the forefront of their work and helping to prevent further work-related injuries and loss of life. • Shows respect to remember and honour those lives lost or injured due to a workplace tragedy. 		
DISADVANTAGES	N/A		
ALTERNATIVES	N/A		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	\$ _____	Capital Costs:	_____
Budget Available:	\$ _____	Source of Funds:	_____
Budgeted Costs:	\$ _____	Unbudgeted Costs:	_____
No Budget Implications			
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS			
COMMUNICATION STRATEGY		Promoting on social media. Declaration in the County Grapevine.	
RECOMMENDATION			
That Smoky Lake County declare April 28, 2021 as a "Day of Mourning" remembering all workers who have been killed, injured or disabled at their place of work and honouring the 150 men and women who were killed "Gone to Soon – remembered for a lifetime" in Year-2020; and commemorate the day by lowering the flags as per Policy Statement No. 01-35: Flags: Half Mast, and promote the "Day of Mourning" in the County Grapevine and Social Media for awareness.			
CHIEF ADMINISTRATIVE OFFICER			

REQUEST FOR DECISION		DATE	April 29, 2021	4.5
TOPIC	Policy Statement No. 03-40-04: Cold Weather – Equipment Mobilization			
PROPOSAL	<p><u>BACKGROUND:</u></p> <ul style="list-style-type: none"> ▪ Policy Statement No. 03-40: originally adopted by Council on <u>April 18, 1996</u> and was named as “Cold Weather”. <p><u>Purpose:</u> To provide for the safety of employees and to prevent breakdown of equipment due to extreme cold weather.</p> <ul style="list-style-type: none"> ▪ <u>January 21, 2010:</u> Policy was amended by changing the title to be “Cold Weather – Equipment Mobilization” and incorporated into the “NEW” County Policy – Governance Manual. Also, the following as changed: Wind Chill Factor: Temperature – The <u>wording</u> Wind Chill Factor Temperature was included as part of the outside temperature when the decision is made to mobilize equipment and the outside temperature was changed from -32 to -38 degrees Celsius. ▪ <u>December 3, 2015:</u> Policy amended to reflect back to -32 degrees Celsius for equipment mobilization as there was restrictions in accordance with the County Safety Manual, in regard to employees working in cold weather environment, indicates that normal working conditions are considered to be safe in -29 to -31 degree Celsius with no “wind”, as per legislative recommendations. <p><u>CURRENT:</u></p> <p>Discussion was held on <u>February 18, 2021:</u> Joint Health and Safety Committee to have this policy reviewed:</p> <p>February 18, 2021, Joint Health and Safety Committee Motion #53-21: “That the Joint Health & Safety Committee review Smoky Lake County Policy Statement No. 03-40-03: Cold Weather – Equipment Mobilization, for the purpose of providing suggesting regarding provisions to address mobilization in respect to essential services and any other suggestions; and bring the suggestions forward to the next Joint Health & Safety Committee meeting.</p> <p>March 18, 2021, Joint Health and Safety Committee Motion #60-21: “That the Joint Health and Safety Committee amend Safety Policy Statement No. 07-31-01: Cold Weather Mobilization as follows:</p>			

Title: Cold Weather Mobilization	Policy No: 31-02
Section: 07 Safe Work Practices	Code:
	Page No. 1 of 1

Legislative Reference: Occupational Health & Safety Act (OH&S)

Policy Statement and Guidelines:

1. Working in Cold Environments

- 1.1 The outside temperature and wind conditions must be known.
- 1.2 Steps should be taken to protect workers from wind (or indoors from drafts or forced air from handling units). The combination of low temperatures and even moderate winds can quickly create dangerous working conditions. Table 2 clearly demonstrates the effects of temperature and wind speed.

TABLE 2

wind speed	WIND CHILL TEMPERATURE									
calm	10	4	-1	-7	-12	-18	-23	-29	-34	-39
8	9	3	-3	-9	-14	-21	-26	-32	-37	-43
18	4	2	-9	-16	-23	-31	-36	-43	-50	-56
24	2	-6	-13	-21	-28	-36	-43	-50	-58	-65
32	0	-8	-16	-23	-32	-39	-47	-55	-63	-71
40	-1	-9	-18	-26	-34	-42	-51	-59	-67	-75
48	-2	-11	-19	-28	-36	-44	-53	-62	-70	-78
56	-3	-12	-20	-29	-37	-46	-55	-63	-72	-80
64	-3	-12	-21	-29	-38	-47	-56	-65	-73	-81

Little Danger if exposure is less than 1 hr Increased Danger exposed flesh will freeze within one minute.

- 1.3 Ensure that heated rest areas such as truck cabs, tents or huts are available.
- 1.4 Work/warm-up-break schedule comes into effect at -26°C to -28°C including wind chill.
- 1.5 The supervisor must indicate what is an emergency job or non-emergency job.
- 1.6 Table 3 is the schedule for fifteen-minute-warm-up-breaks while working through shifts of four-hours or greater:

TABLE 3

AIR TEMP.	No Wind		8 Kph Wind		16 Kph		24 Kpa	
	max. work Period	No. of Breaks	max. work Period	No. of Breaks	max. work Period	No. of Breaks	max. work Period	No. of Breaks
26 to -28	Normal work	1	Normal work	1	75 min	2	55 min	3
29 to -31	Normal work	1	75 min	2	55 min	3	40 min	4
32 to -34	75 min	2	55 min	3	40 min	4	30 min	5
35 to -37	55 min	3	40 min	4	30 min	5	Non-emergency work should cease	
38 to -39	40min	4	30 min	5	Non-emergency work should cease			
40 to -42	30 min	5	Non-emergency work should cease					
43 & below	Non-emergency work should cease							

March 18, 2021: Joint Health and Safety Committee - Motion #61-21:

"That the Joint Health & Safety Committee recommend Smoky Lake County Policy Statement No. 03-40-03: Cold Weather – Equipment Mobilization, be reviewed by County Council for consideration of amending the said policy to remove the words "Public Works" in Section 2.1 as well as replacing the words "Public Works" with the word "Department" in Sections 2.2 and 2.3.

PROPOSAL:

In accordance with **Smoky Lake County Safety Policy Manual "Municipal Safety" - Policy Statement No. 01-05: Joint Health and Safety Committee. Section 1.3**

"The **Joint Health and Safety Committee** is an important communication link between workers and management and assists the Smoky Lake County Safety Officer to achieve the reasonable standards of *Occupational Health and Safety Act* to develop and maintain a safe and healthy work environment.

<p>One of the committee's functional responsibilities is to develop and revise procedures (Policies: Safety Manual) as necessary to carry out the Committee's functions, taking into account the guidelines of the Occupational Health and Safety Act (OH&S).</p> <p>Therefore: In the spirit of consultation and cooperation between Management, Supervisors and Employees proposing to accept Joint Health and Safety Committee recommendation and amend Policy Statement No. 03-40-04: Cold Weather – Equipment Mobilization to:</p> <ul style="list-style-type: none"> Remove the words "Public Works" in Section 1 as well as replacing the words "Public Works" with the word "Department" in Sections 2.1 and 2.2. 	
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>MUNICIPAL GOVERNMENT ACT Section 201(1)(a): A Council is responsible for <u>developing and evaluating the policies and programs</u> of the municipality. Smoky Lake County Safety Policy Manual</p>
BENEFITS	<ul style="list-style-type: none"> Demonstrates responsibility and sets standards for the safety of employees working outside, as well to the maintenance costs of equipment. . Preventive maintenance to equipment breakdown due to cold weather by reducing mental fatigue. Protecting workers working alone in extreme temperature according to the "Work Alone: Legislative and compliance with OH&S Act in accordance to employers obligations.
DISADVANTAGES	N/A – Legislative
ALTERNATIVES	N/A – Legislative
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: \$ _____	Unbudgeted Costs: _____
No Budget Implications	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	
COMMUNICATION STRATEGY	Advise the Joint Health and Safety Committee
RECOMMENDATION	
<p>That Smoky Lake County Policy Statement No. 03-40-04: Cold Weather – Equipment Mobilization, be amended:</p> <p><i>(Entire Policy will be incorporated into the Minutes as amended).</i></p>	
CHIEF ADMINISTRATIVE OFFICER	<i>[Signature]</i>

SMOKY LAKE COUNTY



Title: Cold Weather – Equipment Mobilization	Policy No.: 40-03
Section: 03	Code: P-I
Page No.: 1 of 1	

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To provide for the safety of employees and to prevent breakdown of equipment due to extreme cold weather.
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Policy Statement and Guidelines:

1. **STATEMENT:**

Public Works maintenance equipment will not be mobilized in extremely cold weather except in emergency situations.
2. **GUIDELINES:**

2.1 Smoky Lake County Public Works Department shall not mobilize the Maintenance Equipment if the outside temperature is **-32 degrees Celsius** or colder (including the Wind Chill factor temperature).

2.1.1 The Chart below, as per the **Smoky Lake County Safety Manual – Safe Work Procedures, Policy Number 31: “Cold Weather”** shall be referenced as a guideline to determine when equipment will be operated in cold environments:

Base Temp.	10	4	-1	-7	-12	-18	-23	-29	-34
Wind Speed	Wind Chill Temperature								
calm	10	4	-1	-7	-12	-18	-23	-29	-34
8	9	3	-3	-9	-14	-21	-26	-32	-34
18	4	2	-9	-16	-23	-31	-36	-43	-50
24	2	-6	-13	-21	-28	-38	-43	-50	-58
32	0	-8	-16	-23	-32	-39	-47	-55	-63
40	-1	-9	-18	-26	-34	-42	-51	-59	-67
48	-2	-11	-19	-28	-36	-44	-53	-62	-70
56	-3	-12	-20	-29	-37	-46	-55	-63	-72
64	-3	-12	-21	-29	-38	-47	-56	-65	-73

- 2.2 The Public Works Manager will determine the cold weather temperature / wind factor based on Environment Canada.
- 2.3 Exception to this policy shall be made in case of an emergency, at the discretion of the Public Works Manager to make the decision to mobilize any equipment that is required.

	Date	Resolution Number
Approved	April 18, 1996	# 392 - Page # 5995
Amended	January 21, 2010	# 259-10 - Page # 9216
Amended	December 3, 2015	# 188-15 - Page # 12006
Amended		

SMOKY LAKE COUNTY



Title: Cold Weather – Equipment Mobilization	Policy No.: 40-04
Section: 03	Code: P-I
Page No.: 1 of 1	


Legislation Reference:	Alberta Provincial Statutes
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Amended	December 3, 2015	# 188-15 - Page # 12006
Amended	April 29, 2021	



REQUEST FOR DECISION		DATE	April 29, 2021	4.6
TOPIC	Bylaw 1397-21 Appointment of Assessor			
PROPOSAL	Accurate Assessment Group Ltd has assigned Bob Daudelin as the assessor for Smoky Lake County.			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<p>MGA Section 284(1)(d) "assessor" means a person who has the qualifications set out in the regulations and</p> <ul style="list-style-type: none"> (i) Is designated by the Minister to carry out the duties and responsibilities of an assessor under this Act, or (ii) is appointed by a municipality to the position of designated officer to carry out the duties and responsibilities of an assessor under this Act, and includes any person to whom those duties and responsibilities are delegated by the person referred to in subclause (i) or (ii) <p>Section 289(1) Assessments for all property in a municipality, other than linear property, must be prepared by the assessor appointed by the municipality.</p>		
BENEFITS				
DISADVANTAGES				
ALTERNATIVES				
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	\$ _____	
Budgeted Costs:	Unbudgeted Costs: _____			
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS				
COMMUNICATION STRATEGY				
RECOMMENDATION				
That Smoky Lake County gives 1 st , 2 nd , permission for 3 rd and 3rd readings to Bylaw 1397-21 Short Term Borrowing.				
CHIEF ADMINISTRATIVE OFFICER	 for CAO			

March 29, 2021

Brenda Adamson, CLGM, CAMP
Finance Manager
Smoky Lake County
4612 McDougall Drive
Smoky Lake, AB T0A 3C0

Dear Brenda,

This letter will serve as notice and confirmation that effective April 1, 2021 Ms. Alison Reid of Accurate Assessment Group will no longer be the appointed assessor for Smoky Lake County. Mr. Bob Daudelin, AMAA, also of Accurate Assessment Group will serve as the appointed assessor for Smoky Lake County.

Please feel free to contact Bob at 780-514-8783 or email at bob@aag-gis.com should you have any questions or concerns.

We look forward to continuing to serve you.

Sincerely,



Janice Read
Office Manager



Trusted Advisors

ACCURATE ASSESSMENT GROUP LTD.
199 Pembina Road
Sherwood Park, Alberta T0H 1W5

Tel: (780) 464-0655
Ftx: (780) 417-8714
Toll Free: (877) 433-2305

info@aag-gis.com
www.aag-gis.com

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1397-21

BEING A BYLAW TO AUTHORIZE THE MUNICIPAL COUNCIL OF SMOKY LAKE COUNTY, IN THE PROVINCE OF ALBERTA TO ESTABLISH THE POSITION OF ASSESSOR AS A DESIGNATED OFFICER.

WHEREAS, pursuant to section 284 and 289 of the Municipal Government Act, R.S.A. 2000, Chapter M26 as amended, provides that a municipality may establish one or more designated officer positions to carry out the powers, duties and functions of a designated officer under the Municipal Government Act or any other enactment or bylaw; and

WHEREAS, section 210 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended, outlines the appointment of Designated Officers;

NOW THEREFORE, the Council of Smoky Lake County of the Province of Alberta, duly assembled, enacts as follows:

1. The purpose of this By-Law is to establish the position of Assessor as a Designated Officer of the Municipality and shall be cited as the "Assessor Bylaw".
2. In this By-Law:
 - 2.1. "Assessor" means the Assessor for the Municipality and whatever subsequent title may be conferred on that officer by Council or Statute.
 - 2.2. "Council" shall mean the Council of Smoky Lake County.
 - 2.3. "Municipality" shall mean Smoky Lake County.
3. The position is to be held by a person, body corporate or commission and the powers duties and functions of the Assessor may be exercised by any employee or officer of the body corporate or commission.
4. The powers, duties and function of the Assessor shall be those designated to the Assessor under the provision of the Municipal Government Act, as amended from time to time and any other relative statute for regulation or bylaw making reference to the Assessor.
5. The appointment and terms of the Assessor shall be established from time to time by Council motion.
 - 5.1. That Accurate Assessment Group Ltd., of Sherwood Park, Alberta, employee: Bob Daublin, AMAA, thereof be appointed as the Designated Officers of Smoky Lake County; and are deemed as independent contractors and not employees of Smoky Lake County.
6. This Bylaw shall remain in full force and effect until such time as it is repealed or amended by a subsequent Bylaw.
7. That Bylaw No. 1235-11 is hereby repealed.

READ a First Time this ____ day of _____, AD 2021.

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.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION		DATE	April 29, 2021 Agenda Item # 4.7
TOPIC	Victoria District Economic Development Business Plan – Municipally Controlled Corporation (MCC)		
PROPOSAL	<p>HISTORY</p> <p>June 26, 2020 Joint Virtual Public Hearing & Joint Town/County Councils Meeting: Both Town and County Councils:</p> <ul style="list-style-type: none"> ▪ Convened a Joint Virtual Public Hearing for the Victoria District Economic Development Strategy (Town Bylaw 006-2020 and County Bylaw 1372-20), at which presentations and representations were made by delegations and residents, as well as a reading into the record of written submissions. ▪ Accepted the ‘What We Heard Report,’ summarizing the public participation and feedback received per the Public Participation Plan ▪ Adopted the Strategy via County Bylaw 1372-20 and Town Bylaw 006-2020 ▪ Established a Victoria District Economic Development Strategy Implementation Working Group Ad hoc Committee to prepare a Business Plan in accordance with legislation, to be brought forward to a future Meeting of Joint Town/County Councils for consideration. <p>September 16, 2020 Joint Town/County Councils Meeting @ National Hall: Joint Town/County Councils were presented with the proposed Business Plan, with minor changes having been made at that time. The Joint Town/County Councils then agreed <u>in principle</u>, for each respective municipality to invest Six Hundred Thousand Dollars (\$600,000.00), for a combined total of One Million Two Hundred Thousand Dollars (\$1,200,000.00), as majority shareholders of a municipally owned Joint Venture Tourism Corporation.</p> <p>September 16, 2020 Joint Town/County Councils Meeting: Convening alongside the Metis Crossing Board, the proposed Business Plan was further discussed among the three parties.</p> <p>Joint Town/County Councils then adopted a motion to seek public participation in accordance with each municipality’s respective Public Participation Policies: County’s Policy Statement No. 01-51-01 and Town’s Policy Statement No. A18, in order to provide the Public with sufficient access to information, allowing them to be informed, and provide opportunities to participate, be involved, and provide input into the decision-making process in respect to the Victoria District Economic Development Strategy Business Plan.</p> <p>November 26, 2020 Joint Virtual Public Hearing & Joint Town/County Councils Meeting: Five months to the day since adopting the Victoria District Economic Development Strategy itself, another Joint Virtual Public Hearing was held to address the proposed Business Plan.</p> <p>#J243-20: That Smoky Lake County Council and Town of Smoky Lake Council each respectively acknowledge the feedback from the November 26, 2020 Public Hearing for the Victoria District Economic Development Strategy: Proposed Business Plan and accept the concept and structure of the said plan in principle which outlines general ideologies as to how the proposed business will be carried out and includes monetary figures for the purpose of providing the magnitude of the project; and, proceed with the bylaw process, respectively for the adoption of the said plan.</p>		

December 16, 2020 Joint Town/County Councils Meeting Motions:

#SLC252-20: Smoky Lake County Bylaw No. 1390-20: Victoria District Economic Development Strategy Business Plan was given third & final reading.

#TSL253-20: Town of Smoky Lake Bylaw No. 026-2020: Victoria District Economic Development Strategy Business Plan was given third & final reading.

#J254-20: That the Smoky Lake County and Town of Smoky Lake Joint Councils approved for each respective administration to proceed to prepare the necessary documents associated with establishing a Municipally Controlled Corporation (MCC), to be brought forward to a future meeting of the Joint Town and County Councils.

#TSL255-20: That the Town of Smoky Lake prepare a Borrowing Bylaw further to its' proposed fifty percent (50%) contribution in the total amount of Six Hundred Thousand Dollars (\$600,000.00) to be brought forward to a future Town Council Meeting for consideration of First Reading and to Schedule a Public Hearing for the purpose of creating the Municipally Controlled Corporation (MCC).

PRESENT:

April 15, 2021 County Council Committee of the Whole Meeting Motion:

#629-21: That Smoky Lake County Council recommend engaging the Public Participation process, as per Policy Statement No. 01-51-01, to initiate proceeding with the creation of a Municipally Controlled Corporation (MCC) as part of a Corporate Structure in implementing the Victoria District Economic Development Strategy Business Plan.

PURPOSE OF A MUNICIPALLY CONTROLLED CORPORATION (MCC):

To provide a corporate platform for the Town and County to be able to invest in the local tourist economy and provide a legal and financial buffer from any operational or financial liabilities.

PROPOSAL:

Engage the Public Participation process, to initiate proceeding with the creation of a Municipally Controlled Corporation (MCC).

CORRELATION TO BUSINESS (STRATEGIC) PLAN

N/A

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

Municipal Government Act R.S.A 2000, Ch. M-26

*Victoria District Economic Development Strategy Bylaws:
County Bylaw 1372-20 & Town Bylaw 006-2020.*

BENEFITS

- Strengthen intermunicipal relationships.
- Provides a corporate platform for the Town and County to be able to invest in the local tourist economy and provide a legal and financial buffer from any operational or financial liabilities.

DISADVANTAGES

- Risk loss of investment due to economic uncertainty.

ALTERNATIVES

Take no action.

FINANCE/BUDGET IMPLICATIONS

Operating Costs: \$ _____

Capital Costs: _____

Budget Available: \$ _____

Source of Funds: _____

Budgeted Costs: out the Victoria District Economic Dev Plan Budget Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

With the Town of Smoky Lake.

COMMUNICATION STRATEGY	As per Policy Statement No. 01-51-01: Public Participation
RECOMMENDATIONS	
<p>That Smoky Lake County Council engage the Public Participation process, as per Policy Statement No. 01-51-01, to initiate proceeding with the creation of a Municipally Controlled Corporation (MCC) jointly with the Town of Smoky Lake, as part of a Corporate Structure in implementing the Victoria District Economic Development Strategy Business Plan for the purpose of providing a corporate platform for the Town and County to be able to contribute money into the local tourist economy while providing a legal and financial buffer from any operational or financial liabilities.</p>	
CHIEF ADMINISTRATIVE OFFICER	



Chief Administrative Officer			
Report Period: March 26, 2021 to April 21, 2021			
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
MPC/COW – Bascor Developments/MPC/COW meetings.			Apr 23'21
RCDC Workshop			Apr 26'21
Departmental meetings			Apr 27'21
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
Bascor Developments – Development Agreement/Drawing review.			Mar 30'21
Attended the regional Administrators meeting in regard to the Ukrainian Twinning and regional grants.			Apr 06'21
Bascor Developments – Development Agreement/Drawing review.			Apr 06'21
ASB/Enviro/Fas/Fire – Board Meetings			Apr 13'21
Alberta HUB Ltd.: Email received from the new HUB Executive Manager Perry Phillips asking permission to access work space at County office to occasionally participate in a Board of Directors Zoom Meeting. Recommendation: Partner with Alberta HUB to permit occasionally workspace to accommodate the Executive Manager to have his zoom meetings when in Smoky Lake.	Apr. 15'21		Apr. 19'21
County of St. Paul, NO. 19: CAO Sheila Kitz – sent a card from Smoky Lake County Council, Administration and Staff – wishing her a speedy recovery.	Apr. 16'21		Apr. 19'21
Skid Steer Disposal. Advertisements were sent out for bidders to purchase surplus equipment (skid steer – unit 604 and Teejet sprayer system). There were 6 bids received for the skid steer, with the highest being \$12,500 from Syd Kuryliw. Only 1 bid was received for the sprayer unit from Ryden Shapka for \$108.25. Recommendation: That the bid from Syd Kuryliw for Unit 604 (Skid Steer) in the amount of \$12,500 and the bid from Ryden Shapka for the Teejet spray unit in the amount of \$108.25 be accepted and the respective units sold “as-is where-is” forthwith.			Apr 23'21
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
County Budget Meetings (Apr 16 and 28).			Apr 28'21
Bridges: BF09915, BF09975 and BF 79429 – Tender Award. Tenders were received by 5 bidders and the low bidder was within the approved budget. Reviews were undertaken and references contacted with very positive comments. The total amount of the STIP grant (AT and County portions including engineering) is \$440,510. The anticipated cost for the project, including engineering (excluding the GST) is \$424,990.	April 19'21		Apr 19'21

Chief Administrative Officer

Report Period: **March 26, 2021 to April 21, 2021**

Recommendation: To award the bridge tender to 1690082 AB Ltd in the amount of \$355,355.00 plus GST, or \$373,122.75 (with GST).

HUMAN RESOURCES

Projects	Date In Progress	Date Outstanding	Date Completed
955 Bargaining – attended bargaining session and completed on Apr 14, 2021	Apr 08'21		Apr 14'21
County received some sad news: Sudden passing of County employee: Edgar Lacasse Transfer Site Operator at the Spedden transfer site. Recommendation: Moment of Silence	Apr. 18'21		Apr. 19'21
COVID-19: Email sent to staff - Reminder to continue our vigilance to remain staff – don't let your guard down. Strictly follow all Protocols.	Apr. 20'21		Apr. 20'21

COMMUNITY

Projects	Date In Progress	Date Outstanding	Date Completed
Smoky Lake Trail Twisters Snowmobile Club: Letter of Support – Alberta Gaming Liquor and Cannabis Commission (AGLC). Recommendation: Acknowledge action taken for letter provided.	Mar. 21'21		Mar. 22'21
Redwater – Smoky Lake Victim Services: Letter of Support for Provincial funding for the services provided in our Community. Recommendation: Acknowledge action taken for letter provided.	Mar. 22'21		Mar. 31'21
Dr Retention and Recruitment Committee			Apr 08'21
Victoria District Ec. Dev. Meeting – Finalized recommendations of governance and tourism structure.			Apr 09'21
Council Review of Vic District Ec Dev/Tourism structure.			Apr 15'21
Roy Shepunia – Blasting and road access to ¼ section.			Apr 19'21

TRAINING

Kepner-Tregoe Decision Analysis & Risk Management Workshop: All Manager and Supervisors – Virtual. The course was very intense and provided insights and tools for critical decision making.			Apr. 20'21
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COUNTY STRATEGIC PLAN

N/A			
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Signature:
Gene Sobolewski

County Council Meeting: **April 29, 2021**



COUNCIL CAO EVALUATION MEETING ACTION LIST FROM MAR.19'21 AS OF

Today

April 21, 2021

5.1.3.i

2
GOALS

100%
GOAL COMPLETION

● Draft ● Not started ● On Track ● Behind ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

COUNCIL MOTIONS/INQUIRY PLAN

COUNCIL MOTIONS 2021

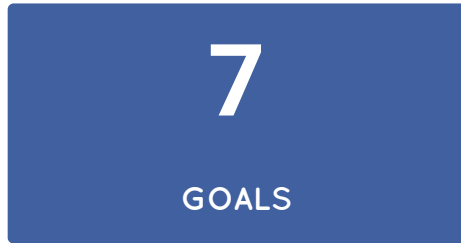
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...	
		2021 03 19 Council CAO Evaluation			Root role		Comple
2021/03/19	496-21	↳ Chief Administrative Officer: Evaluation	That Smoky Lake County Council confirm the sixth-month probationary period has ended in accordance with the Employment Agreement executed by Mr. Gene Sobolewski for the position of Smoky Lake County's Chief Administrative Officer (CAO); and approve a retroactive salary increase from \$158,000.00 per year to \$160,000.00 (One Hundred Sixty Thousand Dollars) per year effective March 1, 2021 in response to Council's March 19, 2021 evaluation of Mr. Sobolewski's performance as the CAO; and agree to conduct the annual formal review and evaluation of Mr. Sobolewski's performance on October 1, 2021.	Assistant Chief Administrative Officer	<p>Patti Priest:</p> <p>Achievements: Reeve and CAO executed the 2021 CAO Evaluation. Evaluation document was filed in the CAO's personnel file.</p> <p>Copy of the March 19, 2021 Motion #496-21 was provided to Payroll on April 20, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple	



COUNCIL DEPARTMENTAL MEETING ACTION LIST FROM MAR.22'21 AS OF

Today
April 21, 2021

5.1.3.ii



● Draft ● Not started ● On Track ● Behind ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

COUNCIL MOTIONS/INQUIRY PLAN

COUNCIL MOTIONS 2021

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 03 22 Council Departmental Operations Meeting				Completed
2021/03/22	500-21	→ Department of Fisheries and Oceans (DFO)	That Smoky Lake County write a letter to the Department of Fisheries and Oceans (DFO) to advocate for red tape reduction in respect to the administrative processes for beaver dam blasting, as the paperwork which the DFO requires consumes manhours to photograph and map each beaver dam, also it is difficult to predict where flooding issues will arise in advance of the season and it limits the ability to protect municipal infrastructure and abate emergent issues; and send carbon copies of the said letter to the Alberta Minister of Agriculture, local Member of Parliament (MP) and local Member of Legislative Assembly (MLA) for awareness.	Agricultural Fieldman	<p>Carleigh McMullin:</p> <p>Achievements: Letter sent to the Department of Fisheries and Oceans, MP Shannon Stubbs and MLA Glenn van Dijken dated April 6th, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed

2021/03/22 501-21	→ Basic Chainsaw Training for Agriculture Service Board Department	That Smoky Lake County's Safety Officer coordinate with the Agricultural Fieldman to ensure Basic Chainsaw Training is completed by Agricultural Service Board Department operators and relevant staff prior to the Year-2021 mowing season.	Safety Officer	<p>Patti Priest:</p> <p>Achievements: The Safety Officer booked a one-day course scheduled for the end of May 27, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Carleigh McMullin:</p> <p>Achievements: Carleigh e-mailed Trevor April 6th to follow up on progress made for setting up chainsaw training for mower operators.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed	
2021/03/22 502-21	→ Policy Statement No. 62-28-02: Mowing Program	That Smoky Lake County Policy Statement No. 62-28-02: Mowing Program, be reviewed by Council to address clarifying the term "one-pass" and include language relating to "mowing property line to property line", as well as language in respect to mower operators completing Basic Chainsaw Training for the purpose of removing tree debris in ditches.	Assistant Chief Administrative Officer	<p>Carleigh McMullin:</p> <p>Achievements: Policy has been tentatively amended with changes to bring forward at the April 13th ASB Meeting for acceptance.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>		Completed
2021/03/22 505-21	→ Emcon Services Inc. – Alberta Provincial Highway Maintenance Contractor	<p>That Smoky Lake County's Fire Chief prepare a letter to send to the Alberta Provincial Highway Maintenance Contractor: Emcon Services Inc., to address three issues:</p> <ol style="list-style-type: none"> 1. lack of public signage with Emcon's contact information, 2. lack of support at emergency scenes, and 3. lack of roadkill and debris removal, <p>and send a carbon copy of the said letter to Alberta Transportation, and the local Member of Legislative Assembly (MLA) for awareness.</p>	Fire Chief	<p>Scott Franchuk:</p> <p>Achievements: The letter was completed on April 19, 2021 and sent to Emcon, Paula Campbell and Greg Van Dijken.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>		

2021/03/22 507-21

→ **Management Policy Statement No. 02M-02-10: Safety Officer Work Plan** That Smoky Lake County's Management Policy Statement No. 02M-02-10: Safety Officer Work Plan, be accepted as amended for Year 2021 as follows:

Municipal Clerk

Patti Priest:

Achievements: The Municipal Clerk incorporated Policy 02M-02-10 into the "Management" Policy Manual

Challenges: *No value*

Next Steps: *No value*

Comple

2021/03/22 508-21

→ **Policy Statement No. 07M-01-07: Parks and Recreation: Work Plan** That Smoky Lake County's Management Policy Statement No. 07M-01-07: Parks and Recreation: Work Plan, be **deferred** to the next Departmental Operations Meeting.

Municipal Clerk

Jenna Preston:

Achievements: Policy Statement No. 07M-01-07: Parks and Recreation Work Plan, was deferred to the following Departmental Meeting held on April 27, 2021.

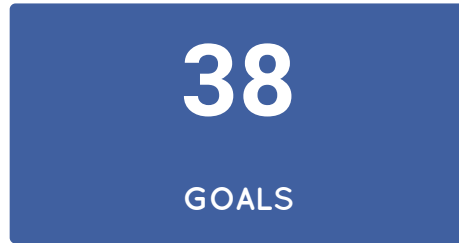
Challenges: *No value*

Next Steps: *No value*

Comple



5.1.3.iii



● Draft ● Not started ● On Track ● Behind ● Overdue ● Complete → Direct Alignment --- Indirect Alignment

COUNCIL MOTIONS/INQUIRY PLAN
COUNCIL MOTIONS 2021

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2021 03 25 County Council Meeting				On Track
2021/03/25	516-21	→ Canada's Big Truck Rental – 2020 Peterbilt 520 Solid Waste Collection Unit Quote	That Smoky Lake County Council approve to enter into an agreement with 0962667 B.C. LTD dba - Canada's Big Truck Rental of 120 East Beaver Creek Rd., Unit 105 Richmond Hill, ON L4B 4V1, to rent a Year-2020 Peterbilt 520 Chassis with a Wittke Starlight 40Yd body for the purpose of Solid Waste Collection, as per Quote Number GEN-2004-001234, dated March 23, 2020, in the amount not to exceed \$91,000.00 for six months rental; and track all costs including fuel within the six months for the purpose of evaluating a possible purchase of the said equipment.	Environmental Operations Manager	<p>Patti Priest:</p> <p>Achievements: On March 25, 2021 management had entered into an agreement with Big Truck rental as per Quote Number GEN-2024-001234. The truck had arrived April 1, 2021 and currently all costs are being tracked.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Municipal File: 4-39</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed

2021/03/25 517-21

→ **Bylaw No. 1393-21: Amend Land Use Bylaw**

That Smoky Lake County Council give Bylaw No. 1393-21: a Bylaw to amend Land Use Bylaw 1272-14 to rezone a portion of the lands legally described as SE-29-59-19-W4M, **FIRST READING**, and to schedule a Public Hearing, to be held virtually, on Thursday, April 29, 2021, at 9:15 a.m., and to advertise in the local newspapers, said Public Hearing in accordance with section 230 and section 606 of the *Municipal Government Act*, and to advertise notice of said Public Hearing on the County's website and at the County Office.

Planning & Development Manager

Jordan Ruegg:

Achievements: The Planning and Development Manager advertised the Notice of the Public Hearing for Bylaw 1393-21 in both the Smoky Lake Signal and the Redwater Review, during the weeks of April 12, 2021 and April 19, 2021. The Planning and Development Manager also posted the Notice and a copy of the Bylaw on the County's website on April 8, 2021. Referral letters were also sent to adjacent landowners and to utilities companies and other referral agencies on April 8, 2021.

Challenges: *No value*

Next Steps: *No value*

Comple

2021/03/25 518-21

→ **2020 Consolidated Financial Statements and Gas Utility Financial Statements**

That Smoky Lake County Council adopt the audited Smoky Lake County Consolidated Financial Statements and the Smoky Lake County Gas Utility Financial Statements for the year ended: December 31, 2020, as prepared by JMD Group LLP - Chartered Professional Accountants; and approve to execute the Year-2020 Audit Findings letter affirming no significant deficiencies, dated March 7, 2021.

Finance Manager

Patti Priest:

Achievements: Municipal File: 1-50M

Challenges: *No value*

Next Steps: *No value*

Brenda Adamson:

Achievements: The approved statements were provided to Communications on April 1, 2021. They will be posted on the website the week of April 5, 2021.

Challenges: *No value*

Next Steps: They will be incorporated into the Annual report by the Communications department

Comple

→ **Road Maintenance Agreement with Thorhild County**

That Smoky Lake County **defer** the draft Road Maintenance Agreement for the purpose of formalizing Smoky Lake County's maintenance of roads in Thorhild County described as:

- § 0.25 mile of Range Road 191 North of Township Road 612,
- § 1 mile of Township Road 612 from Range Road 190 to 191,
- § 0.5 mile of Range Road 190 North of Township Road 612,

and Thorhild County's maintenance of a road in Smoky Lake County described as: 0.25 mile of Range Road 192 South of Township Road 612, to the next scheduled Council Meeting to allow time for consultation with Thorhild County in respect to proposed amendments.

CAO

Patti Priest:

Achievements: Municipal File: 1-117

Challenges: *No value*

Next Steps: *No value*

Jordan Ruegg:

Achievements: The Planning and Development Department is working with the CAO and the Public Works Manager to formalize an Road Maintenance Agreement with Thorhild County and will forward said Agreement to a future County Council meeting for consideration.

Challenges: *No value*

Next Steps: *No value*

On Track

→ **Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County**

That Smoky Lake County **Bylaw No. 1368-20: Smoky Lake County and Thorhild County Intermunicipal Collaboration Framework**, for the purpose of adopting an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, be given **SECOND READING**...

...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; 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*.

Planning & Development Manager

Jordan Ruegg:

Achievements: Smoky Lake County received notification from the Honorable Rick McIver, Minister of Municipal Affairs, on March 25, 2021, that the Minister had accepted the County's notification of adoption of Bylaw 1388-20: Smoky Lake County and Lamont County Intermunicipal Collaboration Framework.

Challenges: *No value*

Next Steps: *No value*

Jordan Ruegg:

Achievements: Bylaw 1368-20: Smoky Lake County and Thorhild County Intermunicipal Collaboration Framework was adopted by Council on March 25, 2021. Notice of adoption was forwarded to the Honorable Rick McIver, Minister of Municipal Affairs, on March 25, 2021.

Challenges: *No value*

Next Steps: *No value*

Comple

→ Safety Codes
Audit

That Smoky Lake County acknowledge receipt of and accept the Safety Codes Council Audit of the Building, Electrical, Plumbing, and Gas Disciplines for the Period of October 1, 2019 to September 30, 2020 for the Joint Accreditation No. J000148 of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and Village of Vilna; and provide an action plan to address the following recommendations by the deadline of June 1, 2021:

1. **Performance:** The Municipalities will enhance their procedure to identify permits that have reached their expiration date or exceeded a reasonable timeframe of the work since last activity; and that an action is initiated to extend, expire, or determine the status of the work as per the permit conditions and Permit Regulation.
2. **Quality Management Training:** The Municipalities will maintain records of all Quality Management Plan training and make them available to the Council upon request.
3. **Orders:** The Municipalities will collect the required information and advise the Council on the resolution or file closure for these outstanding orders.
4. **Information Collection:** The issued permit must contain all imposed terms and applicable conditions as information for the applicant as outlined in the Quality Management Plan and/or Permit Regulation.
5. **Construction Document Review:** The Municipalities will ensure all required information is collected and documented prior to permit issuance and a final inspection conducted as per regulations and the Quality Management Plan.
6. **Site Inspections and Reports:** A safety codes officer will, for each inspection required by the Quality Management Plan, complete an inspection report noting safety codes officer's designation of power number, a complete description of the work in place at the time of inspection, and a description on how the previous recorded deficiencies were resolved.

Planning &
Development
Manager

Patti Priest:

Achievements: Municipal File: 2-81

Challenges: *No value*

Next Steps: *No value*

Jordan Ruegg:

Achievements: The Planning and Development Department, in conjunction with the partnering municipalities, is currently preparing a draft action plan to address the observations and recommendations made by the Safety Codes Council in the 2020 Safety Codes Audit. The draft action plan will be forwarded to the next Intermunicipal Collaboration Committee meeting for discussion.

Challenges: *No value*

Next Steps: *No value*

On
Track

2021/03/25 524-21

→ **Smoky Lake Region - Victoria District Economic Development Strategy Business Plan**

That Smoky Lake County acknowledge receipt of the update presented by Michelle Wright, Smoky Lake Region Community Economic Development Officer in respect to the Victoria District Economic Development Strategy Business Plan - Corporate Structure Options, as presented on March 25, 2021 while in Executive Session, under the authority of FOIP Act: Section 27: Privileged Information and Section 16: Third Party Business Interests.

Legislative Service Clerk

Patti Priest:

Achievements: Information retained as an update to Council on the Corporate Structure option for Victoria District Economic Development Strategy Business Plan of a Municipally Controlled Corporation (MCC). This subject was discussed at the April 15, 2021, Committee of the Whole meeting. Municipal File: 61-8

Challenges: *No value*

Next Steps: *No value*

Comple

2021/03/25 525-21

→ **Accurate Assessment Group Ltd. – Year-2020 Assessment Information**

That Smoky Lake County accept the March 25, 2021 presentation from Accurate Assessment Group Ltd. representatives: Sean Barrett, AAMA Industrial Assessor and Bob Daudlin AAMA Assessment Specialist, summarizing the Year-2020 Smoky Lake County Assessment, for information.

Finance Manager

Brenda Adamson:

Achievements: Council has an understanding of the changes in assessment as they finalize the 2021 tax rate. No further follow up is required.

Challenges: *No value*

Next Steps: *No value*

Comple

2021/03/25 526-21

→ Steven Leluik,
Landowner -
Waterfront
Access Proposal
Hillside Acres

DEFEATED MOTION

That Smoky Lake County Council grant approval of limited tree removal within the Environmental Reserve adjacent to the land legally described as Plan 0324012, Block 1, Lots 26 and 28, in response to the March 25, 2021 delegation: Mr. Steve Leluik, Landowner, and his proposal requesting waterfront access from his lake lot property at Hillside Acres, in reference to his original written request dated December 10, 2020 as amended by Council to include a restriction of up to a maximum of 15 feet and to stipulate the utilization of the existing space without trees.

Councillor Halisky requested a Recorded Vote:

For:	Opposed:
Lukinuk	Orichowski
Cherniwchan	Gawalko
	Halisky

DEFEATED.

Planning &
Development
Manager

Jordan Ruegg:

Achievements: The Planning and Development Manager sent a letter to Mr. Steven Leliuk, dated March 26, 2021, informing him of Council's decision to deny his request to remove trees from the Environmental Reserve, located adjacent to the lands legally described as Plan 0324012, Block 1, Lots 26 and 28, for the purposes of providing lake access.

Challenges: *No value*

Next Steps: *No value*

Comple

2021/03/25 527-21

→ New H. A.
Kostash School

That Smoky Lake County accept the March 25, 2021 presentation from Aspen View Public Schools representatives: Neil O'Shea, Superintendent, and Aimee Hirtle, Secretary Treasure, providing an update on the new H. A. Kostash School project in the Town of Smoky Lake, in respect to the finalized design of the school and timeline for construction scheduled to be complete by March 31, 2023.

Legislative Service
Clerk

Patti Priest:

Achievements: No Action required by the County. Information retained as a status update as part of a partnership for awareness of the progress.
Municipal File: 17-7

Challenges: *No value*

Next Steps: *No value*

Comple

→ **Safety Codes Agency Contract – Request for Proposals**

That Smoky Lake County, as managing partner, prepare a Request for Proposals for a Safety Codes Services Agreement and forward it for review to the next Smoky Lake Region Intermunicipal Collaboration Committee (ICC) Meeting for consideration by the partnering municipalities within the Smoky Lake Region; and recommend each respective municipality conduct a survey of client satisfaction to assess the quality of service provided by the current Safety Codes Act Agency, to be concluded at the end of September 2021.

Planning & Development Manager

Jordan Ruegg:

Achievements: The Planning and Development Manager is working on preparing a draft Request for Proposals (RFP) for a Safety Codes Services Agreement and will forward said RFP to the next meeting of the Intermunicipal Collaboration Committee for consideration by the partnering municipalities.

The Planning and Development Department is working on developing a survey to assess the level of satisfaction that ratepayers have with the current Safety Codes Services provider. Once the survey has been developed, it will be forwarded to the next meeting of the Intermunicipal Collaboration Committee for consideration by the partnering municipalities. Each partnering municipality will be responsible for sending the survey to its ratepayer who have utilized Safety Codes Services in the recent past, however, the same survey will be use by each partnering municipality to ensure consistency, and the results will be consolidated into a single report which will be presented to the Intermunicipal Collaboration Committee for review.

Challenges: *No value*

Next Steps: *No value*

On Track

2021/03/25 528-21	<p>→ Safety Codes Agency Contract – Request for Proposals</p>	<p>That Smoky Lake County, as managing partner, proceed to prepare a draft Request for Proposals for a Safety Codes Services Agreement and forward to the next Intermunicipal Collaboration Committee (ICC) Meeting for consideration by the partnering municipalities; and that each respective municipality conduct a survey of client satisfaction to assess the quality of service provided by the current Safety Codes Act Agency to be concluded at the end of September 2021.</p>	<p>Planning & Development Manager</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Department is currently preparing a draft Request for Proposals for a Safety Codes Services Agreement, to be forwarded to the next Intermunicipal Collaboration Committee meeting for discussion. The Request for Proposals will be accompanied by a survey, to be prepared by Smoky Lake County as the managing partner, to assess the quality of service that is being provided by the current Safety Codes Services provider. The survey will be administered by each partnering municipality, and the results will be consolidated and brought to the Intermunicipal Collaboration Committee for discussion once completed. Challenges: <i>No value</i> Next Steps: <i>No value</i></p>	<p>On Track</p>
2021/03/25 529-21	<p>→ Policy Statement No. 01-26-05: Regular County Council Meeting: Agenda Format</p>	<p>That Smoky Lake County Policy Statement No. 01-26-05: Regular County Council Meeting: Agenda Format, be amended:</p>	<p>Municipal Clerk</p>	<p>Jenna Preston: Achievements: Policy No. 01-26-05: Regular County Council Meeting: Agenda Format, was incorporated into the "Governance Policy Manual" and posted to the website. Challenges: <i>No value</i> Next Steps: <i>No value</i></p>	<p>Completed</p>

2021/03/25 530-21	<p>→ Smoky Lake Fire Department Storage Building That Smoky Lake County Council approve action taken by the Chief Administrative Officer in responding to the Town of Smoky Lake's March 4, 2021 request for a formal response to understand the direction of the County in respect to the proposed project entitled "Smoky Lake Fire Department Storage Building" and March 4, 2021 request for a joint meeting regarding same; and confirm the response was correct as the Smoky Lake Fire Department Storage Building Project is on hold until after regionalization study of fire protective services, is fully explored.</p>	Assistant Chief Administrative Officer	<p>Patti Priest: Achievements: This motion is to re-affirm the County's previous action completed on March 5, 2021 in respect to building a fire storage building. Municipal File: 2-52</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 531-21	<p>→ Bylaw No. 1394-21: Hamlet of Bellis Sewer System That Smoky Lake County Bylaw No. 1394-21: Hamlet of Bellis Sewer System, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, be given FIRST READING...</p> <p>...That Smoky Lake County Bylaw No. 1394-21: Hamlet of Bellis Sewer System, for the purpose of authorizing an additional service charge levy in the amount of \$1.75 (One Dollar and Seventy-Five Cents) per front foot, as per Bylaw No. 666: Hamlet of Bellis Sewer System, related to the operation and maintenance of the Hamlet of Bellis Sewer System, be given FIRST READING.</p>	Finance Manager	<p>Brenda Adamson: Achievements: Received signed bylaw April 19, 2021. The information will be updated in the financial system and frontage will be billed on 2021 tax notices.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 532-21	<p>→ Bylaw No. 1395-21: Borrowing Bylaw That Smoky Lake County Bylaw No. 1395-21: Borrowing Bylaw, being a bylaw to provide operating expenditure borrowing and short-term capital property borrowing, be given FIRST READING...</p> <p>...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.</p>	Finance Manager	<p>Brenda Adamson: Achievements: Received signed bylaw April 19, 2021. It will be given to ATB along with the 2020 financial statements and 2021 final budget to renew line of credit.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple

2021/03/25 533-21	→ Smoky Lake Holubka Dancers – Request for Donation	That Smoky Lake County provide funds in the amount of \$300.00 allocated from the Individual Groups and Organizations budget to the Smoky Lake Holubka Dancers, to sponsor lunch for approximately 30 participants of the Annual Highway Clean Up, scheduled for Saturday May 15, 2021 along Highway 28 from Warspite to Highway 855, in response to the letter received on March 19, 2021 from Lisa Shires, Smoky Lake Holubka Dancers.	Finance Manager	Patti Priest:	Achievements: Municipal File: 7-74	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	Patti Priest:	Achievements: EFT No. 900000130, issued April 07, 2021.	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	Completed
2021/03/25 534-21	→ Golden View Fabricating Ltd. One-pass Pull Type Grader System	That Smoky Lake County Public Works arrange to demo Golden View Fabricating Ltd.'s One-pass Pull Type Grader System Equipment in May 2021, after the frost is out of the ground; in response to the February 25, 2021 Council meeting delegation: Bruce Chern, Golden View Fabricating Ltd., who provided a presentation on the said equipment.	Shop Foreman	Patti Priest:	Achievements: A letter to Bruce & Patti Chern was prepared by Legislative Services to notify them of the Council Motion.	The Reeve signed the letter on April 12, 2021, which scanned and emailed to Bruce the same day.	Municipal File: 3-116	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	On Track		
2021/03/25 535-21	→ Alberta's Lakeland Destination Marketing Organization Membership	That Smoky Lake County approve to pay the Alberta's Lakeland Destination Marketing Organization Year-2021 Membership invoice number 2021-149, in the amount of \$774.17, dated January 31, 2021; in response to the letter received from Michelle Wright, Community Economic Development Officer, dated March 17, 2021, further to County Council's February 25, 2021 Motion #451-21.	Finance Manager							On Track		

2021/03/25 536-21	→ Aboriginal Consultation - Cultural Consultation Training	That Smoky Lake County Council approve to engage an expert in Aboriginal Consultation who will provide Council and Staff with a 1-day virtual workshop in respect to Aboriginal Cultural Training.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Clayton Desjarlais of Mâwandônan Consulting has been scheduled to provide the virtual training on May 6, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 537-21	→ Associated Engineering Alberta Ltd.	That Smoky Lake County execute the Standing Offer Agreement for Consulting Services with Associated Engineering Alberta Ltd. for a 3-year term effective on the date of execution, to Year-2024, for the purpose of Associated Engineering providing engineering services on an as-required basis to Smoky Lake County including, but not limited to the following: Engineering Consultation, Engineering Studies, Asset Management, Engineering Pre-Design, Engineering Design, Project Management, Construction Management, Construction Administration, Construction Inspection, Post-Construction Services, and General Advisory Services.	Municipal Clerk	<p>Patti Priest:</p> <p>Achievements: A letter was sent by mail to AE on April 15, 2021 with an executed "Standing Offer Agreement" for consulting services until year 2024. Municipal File: 11-2</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 542-21	→ Provincial COVID Relief Funds	That Smoky Lake County Council approve to allocate the Provincial COVID Relief Funds in the amount of \$95,000.00 for distribution to local Agricultural Societies and local Non-Profit Community Halls; and Administration prepare report to be brought forward to the next scheduled County Council Meeting in respect to the distribution of said funds identifying each recipient and amount received.	Finance Manager	<p>Brenda Adamson:</p> <p>Achievements: Funds were allocated as per discussion. The detailed report will be provided to Council at the April Council meeting for approval.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple

→ **2021 Doctor Retention and Recruitment Budget**

That Smoky Lake County approve the Year-2021 Budget for the Smoky Lake Region's Doctor Retention and Recruitment Committee, with Smoky Lake County's portion in the amount of \$14,640.00 based on 61% of the total budget in the amount of \$24,000.00; and acknowledge there is **no funding contribution required from Smoky Lake County** in Year-2021 as recommended at the Doctor Retention and Recruitment Committee meeting held on February 18, 2021, as there was a Year-2020 surplus in the amount of \$106,153.00 from the "Recruitment" budget which can be allocated to Year-2021 budget as follows:

Legislative Service Clerk

Patti Priest:

Achievements: The Doc R&R 2021 Budget and 2020 Surplus is being brought forward again on the April 29, 2021 Council meeting agenda with additional information.
Municipal File: 5-20

Challenges: *No value*

Next Steps: *No value*

Municipality	Percentage	Amount
Year-2021 Doctor RETENTION Budget		
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
Year-2021 Doctor RETENTION Total Budget:		\$ 24,000.00
Year-2021 Doctor RECRUITMENT Budget		
Smoky Lake County	0%	Nil
Town of Smoky Lake	0%	Nil
Village of Vilna	0%	Nil
Village of Waskatenau	0%	Nil
Year-2021 Doctor RECRUITMENT Total Budget:		Nil
Year-2021 Doctor Retention and Recruitment BUDGET TOTAL		\$ 24,000.00

Comple

2021/03/25 545-21	→ Training Events – Report to Council	That Smoky Lake County Council defer receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, to the County Council Departmental Meeting scheduled for April 27, 2021; and moving forward, acknowledge receipt of any future said reports received at the County Council Departmental Meetings and not the Regular County Council Meetings.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Municipal Clerk has been advised to incorporate Reporting on Training events into the Council Departmental Meetings going forward. The next Council Departmental Meeting is scheduled for April 27, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 547-21	→ Family & Community Support Services	That Smoky Lake County acknowledge receipt of the letter from Shannon Smith, Director of Student Services, Aspen View Public Schools, dated January 28, 2021, announcing the resignation of Mr. Jacob Fox from the position of Family School Liaison Worker (FSLW), effective at the end of the 2020-2021 school year; and offering continued collaboration with Smoky Lake County to maintain the FSLW Program; and accept the FSLW Program review meeting notes from February 8, 2021.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Acknowledged as partner of the FSLW Program with Aspen View Schools. A copy was provided to the Finance Manager on April 15, 2021 for the financial records. Municipal File: 5-3</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 548-21	→ Family School Liaison Worker – Jacob Fox	That Smoky Lake County provide a letter to Mr. Jacob Fox, sincerely thanking him for his services as the Family School Liaison Worker since 2015, in response to the announcement of his resignation, effective at the end of the 2020-2021 school year.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A letter to Mr. Jacob Fox has been drafted by Legislative Services on April 22, 2021. Municipal File: 5-3</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple

2021/03/25 549-21	→ Government Liaison Committee	That Smoky Lake County approve action taken on March 17, 2021 in sending a letter to Paul McLaughlin, Rural Municipalities of Alberta (RMA) President and Soren Odegard, RMA Zone 4-5 Chairperson, and copied to Glenn van Dijken, MLA Athabasca-Barrhead-Westlock Constituency, requesting RMA to engage in stronger advocacy in respect to Municipal Sustainability Initiative (MSI) Funding as well as bridge funding programs; as recommended by the March 3, 2021, Motion #GL002-21 from the Smoky Lake County Government Liaison Committee.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Correspondence retained for historical reference. Response from RMA was received in a letter dated April 20, 2021, which will be acknowledged by Council at the April 29, 2021 Council Meeting. Municipal File: 19-12 & 1-10</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed
2021/03/25 550-21	→ North East Muni-Corr. Ltd.	That Smoky Lake County Council deny North East Muni-Corr Ltd.'s request for support of their long-term planning efforts to achieve self-sustainability which includes but is not limited to additional municipal funding contributions, additional administration fees, increases to annual right-of-way fees, and a "Loss of Use & Adverse Effect Fee for Water Services Commissions Utility Right of Way Agreements", as per the correspondence received from Dwayne Yaremkevich, President, North East Muni-Corr Ltd, dated February 17, 2021; and notify them of same.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Motion #550.21 is in conjunction with Motion 553-21. The County solicitor provided legal advice for a letter to be sent to Muni-Corr. Municipal File: 3-62</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track
2021/03/25 553-21	→ North East Muni-Corr. Ltd.	That Smoky Lake County Council engage the County Solicitor to draft letter to North East Muni-Corr. Ltd. as per discussion held in Executive Session Executive Session under the Authority of the FOIP Act, Section 27: Privileged Information on March 25, 2021, in respect to the negative impacts to municipalities and water commissions which would arise from North East Muni-Corr Ltd.'s proposed long-term planning efforts to achieve self-sustainability, as per the correspondence from Dwayne Yaremkevich, President of North East Muni-Corr Ltd., dated February 17, 2021.	CAO	<p>Patti Priest:</p> <p>Achievements: Motion #553-21 is in conjunction with Motion 550-21. The County solicitor provided legal advice for a letter to be sent to Muni-Corr. Municipal File: 3-62</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track

2021/03/25 555-21	→ Regional Community Development Committee (RCDC)	That Smoky Lake County Council defer the Regional Community Development Committee (RCDC) Year-2021 Economic Development Budget to a future County Council Meeting to allow time for review and/or revisions.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A corrected 2021 RCDC Economic Development Budget is being presented at the April 27, 2021 RCDC Meeting and will also be brought to the April 29, 2021 County Council meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 556-21	→ Genesis Reciprocal Insurance Exchange - Annual General Meeting	That Smoky Lake County submit the Proxy form to allow the Deputy Reeve to have full authority to vote on behalf of Smoky Lake County at the virtual Annual General Meeting for Genesis Reciprocal Insurance Exchange scheduled for April 8, 2021; and approve for Deputy Reeve and Council who can attend – attend the said virtual event.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Legislative Services facilitated the execution of the Proxy form which was submitted and received by email on March 26, 2021, for Councillor Orichowski to attend Deputy Reeve Randy Orichowski to attend the AGM for Genesis Reciprocal Insurance Exchange scheduled for April 8, 2021. Municipal File: 14-16</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple
2021/03/25 557-21	→ Bellis Curling Association	That Smoky Lake County provide funding in the amount of \$10,000.00 to the Bellis Curling Association, in response to the letter received from Leanna Gray, Secretary Treasurer, Bellis Curling Association, dated March 2, 2021, requesting financial assistance with operating funds for their curling rink as the club was unable to fundraise through hosting a bonspiel or working a casino due to the COVID pandemic.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: Municipal File: 7-13</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: Cheque No. 51103, issues April 07, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple

→ **Alberta Energy Regulator (AER) - Proposed Changes to Directive 067**

That Smoky Lake County provide a letter of concern to the Alberta Energy Regulator (AER) regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties; in response to the correspondence received from Jared Stitsen, Reeve, Westlock County, dated February 23, 2021 regarding same; and carbon copy all MLAs in the area affected by the said directive.

Legislative Service Clerk

Patti Priest:

Achievements: A letter to Alberta Energy Regulator (AER) has been drafted for review on April 22, 2021.
Municipal File: 1-29

Challenges: *No value*

Next Steps: *No value*

On Track

→ **House of Commons Unanimous Consent to Establish a National Suicide Prevention Hotline**

That Smoky Lake County acknowledge receipt of the correspondence from Shannon Stubbs, MP, Lakeland, in regard to the December 11, 2020, motion passed by the House of Commons, which was introduced by Conservative MP Todd Doherty, through unanimous consent, in regard to the alarming rate of suicide in Canada constituting a national health crisis, and the need for the House to call on the government to take immediate action, in collaboration with our provinces, to establish a national suicide prevention hotline which consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line to be made accessible to all Canadians;

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit Suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide Prevention-services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS Town Council/Municipality/City recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT Smoky Lake County Council endorses this 988 crisis line initiative;

and send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the Canadian Radio-television and Telecommunications Commission (CRTC) and local area municipalities to indicate our support.

Legislative Service Clerk

Patti Priest:

Achievements: A letter stating motion 562-21 has been drafted on April 21, 2021 to send to MP Stubbs with Cc to MLA – Glenn van Dijken, Athabasca-Barrhead-Westlock Constituency, Federal Minister of Health, Canadian Radio-television & Telecommunications Commission (CRTC), Town of Smoky Lake, Village of Vilna, Village of Waskatenau.

Municipal File: 1-201

Challenges: *No value*

Next Steps: *No value*

On Track

2021/03/25 563-21	→ Smoky Lake Golf Course - Junior Golf Program	That Smoky Lake County commit funding in the amount of \$1,000.00 to the Smoky Lake Golf Course, subject to confirmation of the Year-2021 Smoky Lake Golf Course Junior Golf Program proceeding, in response to the letter received on March 15, 2021, from Noel Simpson, General Manager, Smoky Lake Golf Course.	Finance Manager	Patti Priest:	Achievements: Municipal File: 7-65	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	Brenda Adamson:	Achievements: Received an email March 30, 2021 from Noel Simpson. He will inform administration when the Junior Golf Program commences.	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	On Track
560-21	→ Minister of Municipal Affairs - Provincial Budget	That Smoky Lake County acknowledge receipt of the letter from the Honourable Ric McIver, Minister of Municipal Affairs, received in March 2021, in respect to more information about the Year-2021 Provincial Budget, and announcing Municipal Affairs is investing more than \$1.7 billion overall to build stronger communities to deliver important programs and services and to support effective governance and preserve public safety.	Legislative Service Clerk	Patti Priest:	Achievements: Correspondence retained for information purposes and historical reference. Municipal File: 1-203	Challenges: <i>No value</i>	Next Steps: <i>No value</i>	Completed				
2021/03/25 561-21	→ Minister of Municipal Affairs - Disaster Recovery Program (DRP)	That Smoky Lake County acknowledge receipt of the letter from the Honourable Ric McIver, Minister of Municipal Affairs, received in March 2021, in respect to changes to the Government of Alberta's Disaster Recovery Program (DRP), which are in effect for DRPs that occur in 2021 and onward and are outlined in the 2021 Disaster Assistance Guidelines, in response to the rising cost and frequency of disasters in Alberta.	Legislative Service Clerk	Patti Priest:	Achievements: Correspondence retained for information purposes and historical reference of changes to the DRP. Provided a copy to the Finance Manager and Safety Officer on April 15, 2021 for their information and records. Municipal File: 2-70	Challenges: <i>No value</i>	Next Steps: <i>No value</i>		Completed			



BRENDA ADAMSON

Goal	Progress Update	Current ...	Start D...
Training Activity (FIN): 100% NEW Achievements: KT Decision Analysis and Problem Analysis training for Managers on April 20, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/04/21		61% 61 / 100%	2020/01/01
Council Member Inquiry (FIN): 100% Assessment Activity: 100% <ul style="list-style-type: none"> → Asset Download → Update Assessment → Enter Linear Assessment → Assessment Complaints → Assessment Appeal Hearing 		100% 100 / 100%	2021/01/01
		16% 16 / 100%	2021/01/01
		100%	2021/01/01
		100%	2020/01/01
		100%	2021/01/01
		0%	2020/01/01
		0%	2021/01/01
Taxation Activity: 100% <ul style="list-style-type: none"> → Mill Rate Bylaw/Bill Taxes → Tax Notifications → Tax arrears property sale → Bill taxes → Tax penalties 0 Penalties (\$) 	NEW Achievements: The meeting to set the 2021 tax rates will be held April 28, 2020 Challenges: <i>No value</i> Next Steps: Once the tax bylaw is passed, the rates will be set and tested. Tax notices will be sent by May 31, 2021 2021/04/21	0% 0 / 100%	2021/01/01
		0%	2021/01/01
		0%	2021/01/01
		0%	2020/01/01
		0 / 0 Penalties (\$)	2021/01/01

→ Bellis Sewer Charges Bylaw

NEW

Achievements: Bylaw 1394-21 Bellis Sewer Tax Bylaw was passed March 25, 2021.

Challenges: *No value*

Next Steps: The frontage will be billed on the 2021 tax notices.

2021/04/21

→ Taxes Due \$0

NEW

Achievements: ax arrears are currently \$1,899,326.47. With penalties that were levied March 1, 2021, approximately \$1.6 million of tax arrears is from uncollectable oil and gas levies.

Challenges: *No value*

Next Steps: *No value*

2021/04/21

Budget Activity: 100%

NEW

Achievements: The final 2021 Budget will be presented to Council for approval on April 28, 2021

Challenges: *No value*

Next Steps: *No value*

2021/04/21

→ Provide council with the Budget at a Glance Report monthly and point out any major budget variances (Copy): 12 Month(s)

NEW

Achievements: The budget at a glance report is attached.

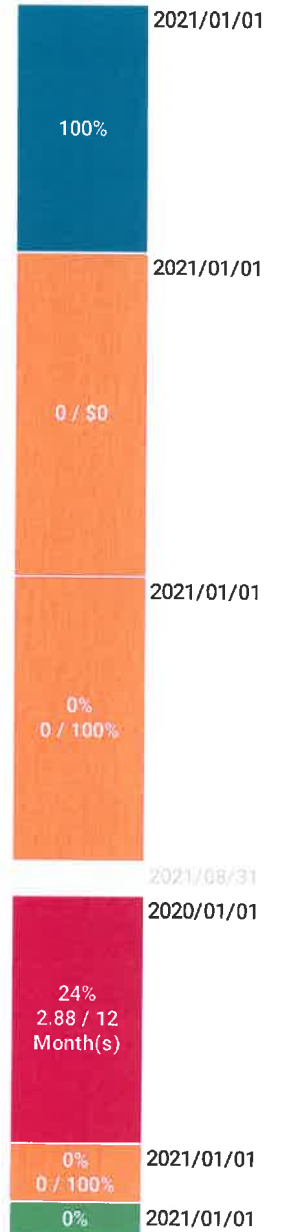
Challenges: *No value*

Next Steps: *No value*

2021/04/21

Information Technology (IT): 100%

→ Alberta Purchasing Connection



NEW

Achievements: We received 4 proposals for the financial system.

1. Central Square (Diamond)
2. TownSuite Municipal Software
3. Olsen Consulting (Dynamics 365)
4. Util360

Challenges: There are substantial price differences between the quotes. Util360 has been eliminated because although it looks like a very solid utility program, it would not provide the municipal solutions we require. The Top two choices based on price and ability are Diamond and TownSuite Software. We are not yet confident in their ability to properly bill and track the utilities.

Next Steps: Over the next two weeks, the top two vendors will be providing a demo, where I will review the over all benefits and drawbacks as well as ensure the natural gas system can be billed properly. A second demo for the finance staff will follow. The team will then review the requirements and prices to make a recommendation to Council.

2021/04/22

Finance Activity (FIN): 100%

- ↳ Annual Grant Reporting
- ↳ Aggregate Levy
- ↳ Final Financial Statements
- ↳ Statistical Information Return
- ↳ Annual Grant Projects



NEW

Achievements: COVID Relief Grant

Smoky Lake County received \$254,198.00 for operational costs related to COVID. At the March meeting there was \$89,443 left in funds to spend. A program was reviewed and through discussion, we agreed to reimburse the halls for the natural gas and water paid to Smoky Lake County from March, 2020 to February, 2021. As well, we advanced the 2021 grants to the Agricultural societies. A motion is needed to approve action taken:

Motion

Smoky approves the payments to:

Warspite Community Hall \$5,039

Spedden Hall \$1,629

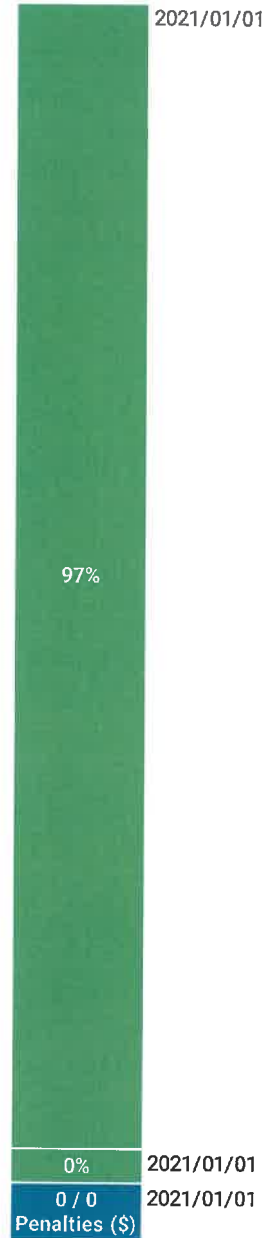
Stry Catholic Hall \$2,437

Stry 75th Anniversary Hall \$5,338 as reimbursement for natural gas and water purchased to assist with their loss of revenue and increased expenses resulting from COVID -19 restrictions.

Challenges: *No value*

Next Steps: We have had several enquiries from other organizations requesting funding and have advised them that they will need to write a letter to council explaining their situation and needs. Council will then make a decision based on budget available.

2021/04/21





Reeve's Report

March 18, 2021 to April 22, 2021

March 18, 2021 – Elevate Wellness Meeting, held virtually: (Craig, Lorne)

- Elevate Wellness has a survey out for the community members to share ideas on how to promote physical activity.
- Looking at doing a photo contest to create a calendar this would include favorite places around the Region, community engagements, physical activities, healthy eating and more.
- Talked about Wayfinding signage for walking paths around the town and looking into more bike racks to promote physical fitness.
- Talked about how to promote healthy eating.

March 19, 2021 – CAO Evaluation, held in Chambers: (all Council)

- Confirmed the sixth-month probationary period for the CAO Mr. Gene Sobolewski ended and approved a retroactive salary increase from \$158,000/year to \$160,000/year effective March 1, 2021.

March 22, 2021 – Council Departmental Meeting, held in Chambers/Virtually: (all Council)

- Discussed and received Manager's reports for information.
- Approved advocating for red tape reduction in respect to the administrative processes for beaver dam blasting to the Department of Fisheries and Oceans (DFO).
- Agreed to review the Mowing Program Policy.
- Approved to write a letter to send to the Provincial Highway Maintenance Contractor: Emcon Services Inc., to address three issues: lack of public signage with Emcon's contact information, lack of support at emergency scenes, and lack of roadkill and debris removal.
- Accepted Management Policy Statement No. 02M-02-10: Safety Officer Work Plan.

March 25, 2021 – Regular Council Meeting, held in Chambers/Virtually: (all Council)

- Approved to rent a Year-2020 Peterbilt 520 Chassis with a Wittke Starlight 40Yd body for the purpose of Solid Waste Collection from Canada's Big Truck Rental.
- Gave First Reading to Bylaw No. 1393-21: to amend the Land Use Bylaw to rezone SE-29-59-19-W4M.
- Adopted the audited Consolidated Financial Statements for 2020.
- Gave Third & Final Reading to Bylaw No. 1368-20: for Thorhild County Intermunicipal Collaboration Framework.
- Received an update on the Victoria District Economic Development Strategy Business Plan - Corporate Structure Options.
- Accepted a presentation from Accurate Assessment Group summarizing the 2020 County's Assessment.
- Received a presentation from Aspen View Public Schools on the new H. A. Kostash School project finalized design of the school and timeline for construction scheduled to be complete by March 31, 2023.
- Amended Policy Statement No. 01-26-05: County Council Meeting: Agenda.
- Gave Third & Final Reading to Bylaw No. 1394-21: Hamlet of Bellis Sewer System.
- Gave Third & Final Reading to Bylaw No. 1395-21: Borrowing Bylaw.
- Approved to provide \$300 to the Smoky Lake Holubka Dancers to sponsor lunch for highway cleanup.
- Approve to engage an expert in Aboriginal Consultation who will provide Council and Staff with a 1-day virtual workshop in respect to Aboriginal Cultural Training.
- Approved to execute a Standing Offer Agreement for Consulting Services with Associated Engineering Alberta Ltd. for a 3-year term.
- Approved to allocate the Provincial COVID Relief Funds of \$95,000 to local Ag. Societies and local Non-Profit Community Halls.
- Approved the 2021 Budget for Smoky Lake Region's Doctor Retention and Recruitment Committee.



Reeve's Report

March 18, 2021 to April 22, 2021

- Approved action taken in requesting the RMA to engage in stronger advocacy in respect to Municipal Sustainability Initiative (MSI) Funding as well as bridge funding programs.
- Denied North East Muni-Corr Ltd.'s request for support of their additional municipal funding requirements, additional administration fees, increases to annual right-of-way fees, and a "Loss of Use & Adverse Effect Fee for Water Services Commissions Utility Right of Way Agreements".
- Approved to provide \$10,000 to the Bellis Curling Association.
- Approved to provide a letter of concern to the Alberta Energy Regulator (AER) regarding proposed changes to Directive 067 which fails to address non-payment of levied municipal taxes by Licence Holders of provincially regulated oil and gas properties.
- Acknowledged the House of Commons unanimous consent to establish a national suicide prevention hotline which consolidates all suicide crisis numbers into one easy to remember three-digit (988) hot-line to be made accessible to all Canadians.
- Approved to provide \$1,000 to the Smoky Lake Golf Course Junior Golf Program.

March 26, 2021 – Victoria District Ec. Dev. Strategy Implementation Working Group, held virtually: (Craig)

- Discussion was held regarding the receptiveness of Councils to the Victoria District Economic Development Strategy proposed recommended business structure of a limited corporation.

April 8, 2021 – Negotiating Committee – Local 955 held in Chambers: (Craig, Johnny & Lorne)

- Bargaining held to renew the Collective Agreement with IUOE Local 955.

April 8, 2021 – Doctor Retention & Recruitment Meeting held in Chambers/Virtually: (All Council)

- Approved the 2021 Budget.
- Received information regarding the Immigration Application Status for Dr. Lourens.
- Discussed:
 - Doctor Retention and Recruitment Committee Terms of Reference.
 - Rural Health Professions Action Plan (RhPAP): Funding for Professional Development & Rural Information Series entitled "Reigniting Your Rural Community Engagement Strategies Capacity Building Workshop".
 - Vilna Health Care Centre – Outpatient Laboratory Hours Reduced.
- Received an update from Dr. Anton Raubenheimer, Physician at the Raubenheimer Medical Clinic.

April 9, 2021 – Victoria District Ec. Dev. Strategy Implementation Working Group, held virtually: (Craig)

- The Working Group reviewed and discussed the Victoria District Economic Development Strategy – Corporate Structure slide presentation to ensure a consensus from the Working Group before presenting it to each entity.

April 13, 2021 - County Agricultural Service Board (ASB) Meeting held in Chambers/Virtually: (All Council)

- Amended Policy Statement No. 62-28-03: Mowing Program.
- Received a verbal update from Lakeland Agricultural Research Association (LARA) who will have 140-150 plots located within our County.
- Approved to sponsor the purchase of the 2021 Bellis 4-H Achievement Day Belt Buckles for \$750.
- Approved to sponsor lunch for the Bellis 4-H Achievement Day, show and sale, June 11, 2021 in Waskatenau.
- Approved to donate \$1,000 to the Do More Agriculture Foundation, which is a not-for-profit organization focusing on mental health in agriculture.
- Approved to purchase a \$1,000 bronze sponsorship of the Alberta Invasive Species Council for 2021.



Reeve's Report

March 18, 2021 to April 22, 2021

- Approve to contribute \$518 to the Alberta Farm Safety Centre towards their 2021 "Safety Smarts" school-based-farm-safety program.
- Approved to provide County Promotional items to the 2021 Grazing School for Women event being held in Lamont County.
- Acknowledged Provincial Agricultural Service Board Program team will be conducting a filed visit to our County in June.

April 13, 2021 – County Environmental Operations Meeting held in Chambers/Virtually: (All Council)

- Wrote off 3 uncollectable water utilities accounts, totalling \$508.33 as recommended by the Auditors.

April 13, 2021 – County Fire Protective Meeting held in Chambers/Virtually: (All Council)

- Approved action taken in applying to the Farm Credit Canada (FCC) AgriSpirit Fund for Water Rescue equipment.

April 13, 2021 – County Natural Gas Meeting held in Chambers/Virtually: (All Council)

- Wrote of 3 uncollectable natural gas utility accounts.

April 14, 2021 – Negotiating Committee with IUOE Local 955 held in Chambers: (Craig, Johnny & Lorne)

- Bargaining held to renew the Collective Agreement with IUOE Local 955.

April 15, 2021 – Council Committee of the Whole, held in Chambers/Virtually: (all Council)

- Received information on the Corporate Structure for the Victoria District Economic Development Strategy Business Plan, under Executive Session and recommended creating a Municipally Controlled Corporation (MCC).

April 16, 2021 – Council Budget Meeting, held in Chambers/Virtually: (all Council)

- Approved a Minimum Property Tax Levy in the amount of \$50 per property.
- Provided Administration direction to prepare the 2021 Tax Rate Bylaw with no increase to the Tax Rate, except to pass on the increased Education Tax to Non-Residential.

April 19-22, 2021 – Administrative Law Course (ARB): (Craig)

- Assessment Review Board Course this allows me to sit on the Composite and Local Assessment Review Board for appeals.

Sincerely,

Craig Lukinuk, Smoky Lake County Reeve

How to Access our Programs & Services



- Ask your doctor for a referral
OR
- Call Lakeland PCN at 780-645-1188 to book an appointment
OR
- Visit the office at St.Paul Wellness Centre #101 4801-39 Street, St.Paul

Ankle Brachial Index (ABI) Toe Brachial Index (TBI) Testing



A nurse will do a simple, non invasive test to determine presence of peripheral artery disease known as PAD, by checking/comparing blood pressure/ blood flow extremities.

Foot Care



This service is performed by a nurse for high risk patients who are unable to care for their own feet due to medical conditions,. e.g. artery disease, foot ulcers, foot deformities & diabetes.

Medical Clinics

- Associated Medical Centre, St.Paul
- Hester A Gordon Clinic, St.Paul
- Living Hope Medical Clinic, St.Paul
- St.Paul Independent Medical Practitioners
- Dr.Abdulsalam Medical Centre, St.Paul
- Florence Womens Clinic, St.Paul
- Ifikar Ahmad MD Prof.Corp, St.Paul
- Saddle Lake Health Centre
- Elk Point & District Medical Clinic
- Dr.Oyebode's Clinic, Elk Point
- Glendon Medical Clinic
- Associate Medical Clinic (Dr.Mannion), Bonnyville
- Two Hills Medical Clinic
- Raubenheimer Medical Clinic, Smoky Lake
- Associated Medical Clinic, Lac La Biche

Lakeland Primary Care Network

PCN Hub St.Paul

101-4801 39 Street, St.Paul, AB T0A 3A2

PCN Hub Smoky Lake

151 White Earth Street, Smoky Lake, AB T0A 3C0

Contact

Phone: 780 645 1188

Fax: 780 645 1166

What is a Primary Care Network?

PCNs are made up of groups of family doctors who work with other health care providers such as nurses, dietitians, social workers, kinesiologists and other health professionals. PCNs develop ways to meet the individual patient needs as well as looking at the overall primary health care needs of the local communities".

5.3.6.a



LAKELAND PRIMARY CARE NETWORK

PROGRAMS & SERVICES



"Primary Care Networks (PCNs) bring doctors and other health care providers together to offer comprehensive health care to Albertans."

Dietitian



WHAT IS A DIETITIAN?

- Expert in food and nutrition
- Translates scientific research into practical nutrition advice
- Non-dieting approach to help you make sustainable and realistic changes
- Works with you to help you feel your best!



WHY SEE A DIETITIAN?

- Customized meal ideas to help you prevent and manage chronic diseases.
- Advice on managing your weight, food allergies and intolerances or digestive concerns.
- Tips and healthy recipes to help you plan, shop and cook healthy meals.
- Information to help you understand food labels, the latest food trends and diets.
- Individualized counselling on how to feed your baby, a “picky” eater, or an active teenager.

A DIETITIAN CAN HELP WITH:

- Overall healthy eating & lifestyle changes
- Weight management
- Diabetes / pre-diabetes
- High cholesterol, high blood pressure & heart disease
- Cancer
- Kidney disease
- Disordered eating
- IBS/FODMAP & Crohn's/Colitis
- Celiac disease
- Specialized menu planning for vegetarian or restrictive diets
- Iron (anemia) or other nutrient deficiency
- Gastroesophageal reflux disease (GERD)
- Pediatric concerns with growth & development
- Prenatal & postpartum nutrition
- Sports nutrition

Kinesiologist



WHAT IS A KINESIOLOGIST?

- Expert in exercise and movement
- Identifies risk factors, designs, implements and maintains specialized exercise programs
- Helps improve movement through injury management movement assessment & supervision of exercise techniques.
- Helps you set and achieve physical activity goals through goal setting and planning

A KINESIOLOGIST CAN HELP WITH:

- Weight management
- Lifestyle change
- Getting and staying physically active
- Active rehabilitation
- High blood pressure
- Diabetes
- Osteoporosis
- Osteoarthritis
- Back pain
- High cholesterol



WHY SEE A KINESIOLOGIST?

- Counselling - one on one assessment with education / advice that is evidence based & tailored to your needs.
- Assessment of health-related physical function.
- Individualized exercise recommendations for prevention or management of chronic diseases or acute condition.
- Supervised exercise training to oversee exercise techniques & provide instructions to prevent injury.
- General education & workshops on specific health conditions and how they relate to exercise as well as use of exercise equipment.

Social Work



Social Workers are available to assist clients with their multi-faceted needs. Services are client-focused and community-based, meeting where clients are most comfortable – in your home, in your community, or at one of the PCN Hub offices. The social workers provide the following services and much more:

A SOCIAL WORKER CAN HELP WITH:

- Resource Navigation - helping find and access appropriate programs, funding, or supports to meet the client's unique needs
- Supportive Counselling, including:
 - Referrals to other professionals if required
 - Caregiver support (1-1, family)
 - Parenting Support
 - Life Management
 - Communication Strategies
 - Managing Stress
 - Coping with a New Diagnosis
 - Grief and Loss (not limited to death: loss of stability, job, health, etc...)
- Assessing risk and support needs of various client groups, including housing, finances, medical needs such as medications/equipment, or transportation
- Dementia/Alzheimer's Support (groups, 1-1, family)
- Seniors Supports
- Cancer Navigation Services
- Filling out applications and forms
- Patient advocacy including attending appointments with clients, if needed.
- Information sessions and support groups are also offered

** Services are provided in First Nations and Metis Settlements within Lakeland PCN.



Historic Village Of Vilna

5.3.6.b



HISTORIC VILNA

A true Alberta boomtown...

March 25, 2021

Wendy Corbiere, Laboratory Director,
Rural Hospitals (North Zone)
Alberta Precision Laboratories

RE: Vilna Outpatient Laboratory

Dear Ms. Corbiere;

Your letter of March 24th, 2021 indicating that you will be reducing the hours of the Vilna Outpatient Lab has caused some anxiety in our community. We recognize your rationale for the hour reductions, however we don't feel that you have a solid understanding of the need for our Medical Clinic and Lab services in our community. You indicated that lab services can be accessed by a quick half hour drive of 40 kilometers. Many of the patients visiting the doctors at the clinic have already travelled 30 kilometers from Goodfish Lake or Saddle Lake. Now you're asking them to travel another 40 kilometers to get their lab work done. And if their appointment is at 3:30 p.m. they can't get to the George McDougall Health Centre before the lab closes there, they are expected to return home and travel the 70 kilometers (or 140 km return) the next day.

It has been brought to our attention that many of the patients that attend the clinic travel by bus from Saddle Lake Reserve and Goodfish Reserve. Because of scheduling, the bus isn't able to take them to Smoky Lake for lab work. If they will have to travel to Smoky Lake for their lab work, they will have to make individual arrangements. Many people don't drive.

The clinic is open three (3) days each week, Monday, Wednesday and Thursday from 8:15 a.m. to 4:15 p.m. We are asking that you reconsider your decision and conform the Outpatient Laboratory hours to the Medical Clinic hours.

We have been led to believe that the retiring lab/x-ray technician would be willing to work on a casual basis as a lab technician.

Please take the time to review our concerns and reconsider your decision.

Sincerely,

Leo Chapdelaine, Mayor
Village of Vilna

c.c. Reaghan Gamble, Alberta Health Services
David Hanson, MLA Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA Barrhead-Morinville-Westlock
Reeve Lukiniuk, Smoky Lake County

6.5 Vilna Health Care Centre – Outpatient Laboratory Hours Reduced.

From: [Leo Chapdelaine](#)
To: [Crystal Letwin](#)
Subject: Fwd: Vilna Health Centre Lab Services
Date: March 31, 2021 4:28:16 PM
Attachments: [image001.png](#)
[Mayor response 2021 Vilna Lab Hours.pdf](#)

Sent from my iPhone

Begin forwarded message:

From: Leo Chapdelaine <leochapdelaine@icloud.com>
Date: March 29, 2021 at 3:59:24 PM MDT
To: vilna@mcsnet.ca
Subject: Fwd: Vilna Health Centre Lab Services

Sent from my iPhone

Begin forwarded message:

From: APL Communications
<communications@albertaprecisionlabs.ca>
Date: March 29, 2021 at 12:05:34 PM MDT
To: vilna@mcsnet.ca
Cc: Athabasca.Barrhead.Westlock@assembly.ab.ca,
bonnyville.coldlake.stpaul@assembly.ab.ca,
clukinuk@smokylakecounty.ab.ca, leochapdelaine@icloud.com,
Donald Romanko <donald.romanko@gmail.com>, Roy Dyck
<royadyck@gmail.com>
Subject: Vilna Health Centre Lab Services

Dear Mayor Chapdelaine,

Thank you for taking the time last week to respond to our letter regarding the change in service to the outpatient lab at Vilna Community Health Services. I realize this change may raise questions in the community, and hope that our advance notice will allow lab patients to become aware and plan their upcoming lab visits accordingly.

The new lab hours are being implemented to provide adequate coverage for the volume of test collections required in Vilna, along with the

6.5 Vilna Health Care Centre – Outpatient Laboratory Hours Reduced.

continued weekly service for residents of the Vilna Villas lodge. We recognize that lab service is not available during the entire time the healthcare clinic is open, but general lab collections are not required to occur during all times physicians may be on site to see their patients. I also appreciate your concern for the lab users who must travel from the nearby Indigenous communities. We have reached out to inform leaders at the Saddle Lake and Whitefish Lake First Nations, and will engage with them on any questions or concerns they may have.

The changes being made will align service levels for Vilna and the surrounding area with other communities of similar size and location across Alberta. It may take some time for the public to become familiar with the new hours, but we believe we have reached an appropriate solution that will meet the needs of the community while managing our healthcare resources in an efficient and cost effective manner. I can assure you that we will continue to closely monitor how the changes are working in Vilna, and we are open to making adjustments if necessary.

Please don't hesitate to follow up if you have any more questions or feedback in the near future. I appreciate your advice and look forward to ongoing collaboration.

Wendy Corbiere
Laboratory Director, Rural Hospitals (North Zone)
Alberta Precision Laboratories



Find out more about Alberta Precision Laboratories:
www.albertaprecisionlabs.ca

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

6.5 Vilna Health Care Centre – Outpatient Laboratory Hours Reduced.

From: [Leo Chapdelaine](#)
To: [Crystal Letwin](#)
Subject: Fwd: Vilna Health Centre Lab Services
Date: March 31, 2021 4:26:35 PM

Info for Dr. Recruitment followed by two more letters.

Sent from my iPhone

Begin forwarded message:

From: Leo Chapdelaine <leochapdelaine@icloud.com>
Date: March 26, 2021 at 9:19:17 AM MDT
To: Reaghan Gamble <Reaghan.Gamble@albertahealthservices.ca>
Cc: Village of Vilna <vilna@mcsnet.ca>, Athabasca.Barrhead.Westlock@assembly.ab.ca, bonnyville.coldlake.stpaul@assembly.ab.ca, clukinuk@smokylakecounty.ab.ca, Donald Romanko <donald.romanko@gmail.com>, Roy Dyck <royadyck@gmail.com>
Subject: Re: Vilna Health Centre Lab Services

Thank you, I will be awaiting your response.

Sent from my iPhone

On Mar 26, 2021, at 8:58 AM, Reaghan Gamble <Reaghan.Gamble@albertahealthservices.ca> wrote:

Hi Mayor Chapdelaine,

I have sent your email and attached letter to Wendy Corbiere and APL will follow-up with you directly.

Thank you,
-Reaghan

Reaghan Gamble
Administrative Assistant

From: Village of Vilna <vilna@mcsnet.ca>
Sent: Thursday, March 25, 2021 5:05 PM
To: Reaghan Gamble <Reaghan.Gamble@albertahealthservices.ca>

6.5 Vilna Health Care Centre – Outpatient Laboratory Hours Reduced.

Cc: Athabasca.Barrhead.Westlock@assembly.ab.ca;
Bonnyville.ColdLake.StPaul@assembly.ab.ca;
clukinuk@smokylakecounty.ab.ca; leochapdelaine@icloud.com; Donald
Romanko <donald.romanko@gmail.com>; Roy Dyck
<royadyck@gmail.com>

Subject: Vilna Health Centre Lab Services

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

Dear Mr. Gamble,

Attached is a letter, addressed to Wendy Corbiere of Alberta Precision Labs, in response to her communication to us.
The letter indicates that Alberta Precision Labs is planning, effective, April 1st, 2021 to substantially reduce the hours of Lab Services at the Vilna Health Centre.

Since she didn't provide an email address, nor a mailing address, I am asking that you forward this communication to her.

The action is totally unacceptable to our community, and we are asking that you intervene on our behalf and arrange to have the lab services available at least during the active clinic hours when the doctors are here.
The letter is quite explanatory.

I also want you to consider that this is not the first time that the Vilna Health Centre has experienced the harsh cut backs from Alberta Health Services. About 12 years ago it was deemed that our x-ray system needed repairs, so the equipment was taken out to be repaired, never to return. We understand that it was installed at another small community health centre. Then it was deemed that the blood testing equipment needed to be repaired, that too never returned.

Please understand that Vilna Health Centre is the nearest health centre to the Goodfish and Saddle Lake reserves and a necessary service to them.

Thank you for your consideration.

Leo Chapdelaine,
Mayor
Village of Vilna
780-636-3620

REQUEST FOR DECISION Section 5.3.6.c	DATE	April 29, 2021																																																			
TOPIC	Doctor Retention and Recruitment Committee: Issues of Interest																																																				
PROPOSAL	<p>INTRODUCTION:</p> <p>Presented to County Council are three (3) Issues that will require action from discussion relating from the Doctor Retention & Recruitment Committee activities.</p> <ol style="list-style-type: none"> 1. 2020 Doctor Retention & Recruitment Operating Position: Budget Surplus. 2. Raubenheimer Medical Clinic – Memorandum of Understanding: Unspent funds. 3. Contribution of funds to PCN: Purchase Medical Equipment for Cardiac Stress Clinic. 																																																				
SECTION ONE: 2020 Doctor Retention & Recruitment Operating: Budget Surplus																																																					
<p>■ Background:</p> <p>On March 25, 2021 Council Meeting – Motion # 546-21:</p> <p>That Smoky Lake County approve the Year-2021 Budget for the Smoky Lake Region’s Doctor Retention and Recruitment Committee, with Smoky Lake County’s contribution in the amount of \$14,640.00 based on 61% of the total budget in the amount of \$24,000.00; and acknowledge there was a zero budget recommended for “Doctor Recruitment” portion due to a Year-2020 surplus in the amount of \$106,153.00 which can be utilized, as recommended at the Doctor Retention and Recruitment Committee meeting held on February 18, 2021.</p> <table border="1" style="width:100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">Municipality</th> <th style="text-align: center;">Percentage</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td colspan="3">Year-2021 Doctor RETENTION Budget</td> </tr> <tr> <td>Smoky Lake County</td> <td style="text-align: center;">61%</td> <td style="text-align: right;">\$ 14,640.00</td> </tr> <tr> <td>Town of Smoky Lake</td> <td style="text-align: center;">26%</td> <td style="text-align: right;">\$ 6,240.00</td> </tr> <tr> <td>Village of Vilna</td> <td style="text-align: center;">7%</td> <td style="text-align: right;">\$ 1,680.00</td> </tr> <tr> <td>Village of Waskatenau</td> <td style="text-align: center;">6%</td> <td style="text-align: right;">\$ 1,440.00</td> </tr> <tr> <td colspan="2">Year-2021 Doctor RETENTION Total Budget:</td> <td style="text-align: right;">\$ 24,000.00</td> </tr> <tr> <td colspan="3">Year-2021 Doctor RECRUITMENT Budget</td> </tr> <tr> <td>Smoky Lake County</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Town of Smoky Lake</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Village of Vilna</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td>Village of Waskatenau</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td colspan="2">Year-2021 Doctor RECRUITMENT Total Budget:</td> <td style="text-align: center;">Nil</td> </tr> <tr> <td colspan="2" style="background-color: yellow;">Year-2021 Doctor Retention and Recruitment BUDGET TOTAL</td> <td style="text-align: right; background-color: yellow;">\$ 24,000.00</td> </tr> </tbody> </table> <p>■ Current:</p> <p>▶ Doctor Retention & Recruitment Committee Meeting held on February 18, 2021 - Action List - Motion 07-21</p> <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="3" style="text-align: left; background-color: #e0e0e0;">February 18, 2021 - Doctor Retention and Recruitment Committee Meeting</th> </tr> <tr> <th style="text-align: left; background-color: #e0e0e0;">Motion #</th> <th style="text-align: left; background-color: #e0e0e0;">RESOLUTION</th> <th style="text-align: left; background-color: #e0e0e0;">ACTION</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">07-21</td> <td style="vertical-align: top;">That the Doctor Retention and Recruitment Committee accept the Doctor Retention and Recruitment Committee’s Operating Position as of December 31, 2020 in the total surplus of \$106,153.00; and recommend the Managing Partner to transfer the surplus to the Doctor Retention and Recruitment Reserve account for future use by the committee.</td> <td style="vertical-align: top;">Managing Partner allocate the 2020 surplus to Doctor Retention and Recruitment Committee Reserve Account.</td> </tr> </tbody> </table>			Municipality	Percentage	Amount	Year-2021 Doctor RETENTION Budget			Smoky Lake County	61%	\$ 14,640.00	Town of Smoky Lake	26%	\$ 6,240.00	Village of Vilna	7%	\$ 1,680.00	Village of Waskatenau	6%	\$ 1,440.00	Year-2021 Doctor RETENTION Total Budget:		\$ 24,000.00	Year-2021 Doctor RECRUITMENT Budget			Smoky Lake County	0%	Nil	Town of Smoky Lake	0%	Nil	Village of Vilna	0%	Nil	Village of Waskatenau	0%	Nil	Year-2021 Doctor RECRUITMENT Total Budget:		Nil	Year-2021 Doctor Retention and Recruitment BUDGET TOTAL		\$ 24,000.00	February 18, 2021 - Doctor Retention and Recruitment Committee Meeting			Motion #	RESOLUTION	ACTION	07-21	That the Doctor Retention and Recruitment Committee accept the Doctor Retention and Recruitment Committee’s Operating Position as of December 31, 2020 in the total surplus of \$106,153.00; and recommend the Managing Partner to transfer the surplus to the Doctor Retention and Recruitment Reserve account for future use by the committee.	Managing Partner allocate the 2020 surplus to Doctor Retention and Recruitment Committee Reserve Account.
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Village of Vilna	7%	\$ 1,680.00																																																			
Village of Waskatenau	6%	\$ 1,440.00																																																			
Year-2021 Doctor RETENTION Total Budget:		\$ 24,000.00																																																			
Year-2021 Doctor RECRUITMENT Budget																																																					
Smoky Lake County	0%	Nil																																																			
Town of Smoky Lake	0%	Nil																																																			
Village of Vilna	0%	Nil																																																			
Village of Waskatenau	0%	Nil																																																			
Year-2021 Doctor RECRUITMENT Total Budget:		Nil																																																			
Year-2021 Doctor Retention and Recruitment BUDGET TOTAL		\$ 24,000.00																																																			
February 18, 2021 - Doctor Retention and Recruitment Committee Meeting																																																					
Motion #	RESOLUTION	ACTION																																																			
07-21	That the Doctor Retention and Recruitment Committee accept the Doctor Retention and Recruitment Committee’s Operating Position as of December 31, 2020 in the total surplus of \$106,153.00; and recommend the Managing Partner to transfer the surplus to the Doctor Retention and Recruitment Reserve account for future use by the committee.	Managing Partner allocate the 2020 surplus to Doctor Retention and Recruitment Committee Reserve Account.																																																			

08-21

That the Doctor Retention and Recruitment Committee propose to adopt the 2021 Retention Budget in the total amount of \$24,000.00 (no increase from year-2020); and **recommend each respective municipality to approve the 2021 Retention Budget** with the cost-sharing funding formula as follows:

Smoky Lake County approved action on March 25, 2021 Motion: 546-21

Dr. Retention		
	Percentage	Totals
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
	100%	\$ 24,000.00

NOTE ► Doctor Retention & Recruitment Committee at its meeting on September 9, 2016 recommend that each respective municipality be invoiced the maximum allotted as per percentage budgeted amount and thereafter annually each year, and that **any surplus annually be transferred into the Doctor Retention and Recruitment Reserve.**

✓ Smoky Lake County re-affirmed the Committee’s recommendation on September 22, 2016 – Motion 1046-16: Approving the above motion.

■ **PROPOSAL:** Smoky Lake County as partner in the Doctor Retention and Recruitment Committee needs to accept the action as recommended in the Committee’s Motion 07-21.

SECTION TWO: Raubenheimer Medical Clinic – Memorandum of Understanding: Unspent funds.

■ **Background:**

At the Doctor Retention and Recruitment Committee Meeting held on April 8, 2021:

Agenda Item: 8. Closed Session (Legal/Land/Personnel)

8.1 Legal Matter – Letter to Raubenheimer Medical Clinic regarding contents of the Memorandum of Understanding, Section 8, dated June 26, 2010. (FOIPP Section 27: Privileged Information).

► Due to the recent meeting being held on April 8, 2021: Draft minutes and action list are not ready yet.

Action was to accept the action taken by the Chair to write a letter to the Raubenheimer Medical Clinic: Re: Memorandum of Understanding for the 4th Physician requesting that any unspent funds (understanding that the amount will be \$85,000.00) may be returned back to the Doctor Retention and Recruitment Committee, Managing Partner, Town of Smoky Lake.

✓ The letter was written on March 30, 2021.



PO Box 460, 56 Wheatland Avenue, Smoky Lake, AB T0A 3C0
Phone: 780-656-3674 Fax: 780-656-3675
Email: town@smokylake.ca Website: www.smokylake.ca

March 30, 2021

Raubenheimer Medical Clinic
Attn: Dr. Anton Raubenheimer
P.O Box 1340
Smoky Lake, AB. T0A 3C0

Re: Memorandum of Understanding for the 4th Physician

Dr. Anton Raubenheimer,

As the chair of the Doctor Retention and Recruitment Committee in respect to our conversation this past month, it is my understanding that the recruitment of the fourth physician for the Raubenheimer Clinic has been put on hold for time being due to the COVID-19 Pandemic.

We all appreciate your efforts and time spent on working towards obtaining an additional physician for the Smoky Lake Region, it has not gone unnoticed.

In the Memorandum of Understanding (MOU) dated June 26, 2020, any additional surplus may be returned to the Town of Smoky Lake for the Doctor Retention and Recruitment Committee. It is my understanding that \$15,000 was already spent for office furniture, medical equipment, and computers which leaves \$85,000.

On behalf of the Doctor Retention and Recruitment Committee, I respectfully request that the unused portion of \$85,000 be returned, as per the MOU. Please make the cheque payable to the Town of Smoky Lake, who is the Managing Partner.

I thank you for your ongoing efforts to help keep Smoky Lake Region stay healthy.

Sincerely,

Craig Lukinuk
Chair, Doctor Retention and Recruitment Committee

cc: Doctor Retention and Recruitment Committee Members

- ▶ **Discussion also held at the April 8, 2021 Committee Meeting:** that when the amount of unspent funds (totaling \$85,000.00) from the \$100,000.00 provided to the Raubenheimer Medical Clinic for the 4th Physician is returned, the Managing Partner is to reimburse each respective municipalities their portions.

Attachment: Spreadsheet prepared by the Smoky Lake County, Chief Administrative Officer that provided a detailed breakdown of the funding Reimbursement in respect to \$85,000.00

THIS Memorandum of Understanding made this 26th day of June,
2019

BETWEEN:

Drs. Raubenheimer Medical Clinic
(hereinafter referred to as "the physicians")

OF THE FIRST PART

- and -

the Town of Smoky Lake, Smoky Lake County, Village of Vilna and the
Village of Waskatenau
(hereinafter referred to as "the Municipalities")

OF THE SECOND PART

1. The Municipalities will provide the Raubenheimer Medical Clinic, or his professional corporation, One-hundred thousand dollars (\$100,000) for renovations and set-up costs for the 4th physician in the Smoky Lake Region.
2. The Raubenheimer Medical Clinic shall be responsible for all costs related to renovations for the clinic, equipment, software, etc. as in a partial list provided to the Smoky Lake County Council and attached in Schedule A.
3. An additional \$10,000 be provided to Dr. Marion Hattingh and spouse for transportation costs from South Africa to Canada and within Canada.
4. Any deficits will be covered by Drs. Raubenheimer Medical Clinic.
5. The physicians or their designated A.M.A. locums agree that they shall, on a rotating basis, cover the George McDougall Memorial Hospital on a seven day a week, twenty-four hours a day basis for minimum of 4 years. *30 months*
6. The physicians will utilize their best efforts to maintain an active practice in the Smoky Lake Region and shall maintain active medical privileges in the Lakeland Regional Health Authority Area.
7. Any surplus from the amount provided, as indicated above, shall be used to help the 4th physician move to the Smoky Lake Region, including but limited to, rental of a residence, vehicle rental and furnishings.
8. Any additional surplus (if any) may be refunded to the Town of Smoky Lake for the Doctor Retention and Recruitment Committee.

IN WITNESS WHEREOF the parties hereto have caused this Memorandum of Understanding to be executed as of June 26, 2019.

1. Doctor Anton Raubenheimer


Dr. Anton Raubenheimer


Witness

2. Doctor Stephan Raubenheimer


Dr. Stephan Raubenheimer


Witness

3. Chair of Doctor Retention and Recruitment Committee


Craig Lukinuk -Chair


Witness

4. Managing Partner of Doctor Retention and Recruitment Committee


Adam Kozakiewicz-Town CAO


Witness

Raubenheimer Medical Clinic

Box 1340
Smoky Lake, AB T0A 3C0
Phone: (780)656-2505 Fax: (780)656-2507

June 11, 2019

To Whom It May Concern:

In preparation for the arrival of a fourth Dr. to our clinic we have provided you with a breakdown of the costs associated. These much needed improvements will add the space and rooms needed to accommodate four Doctors in the clinic.

- Renovation costs - \$50,000.00
- 2 additional beds - \$20,000.00
- Computers - \$5,000.00
- Ear/nose/throat/Blood Pressure machine/stethoscopes - \$5,000.00
- Furniture - \$5,000.00
- Buy In - \$15,000.00

This would be a total of \$100,000.00.

Thank you for your time.

Sincerely,



Anton Raubenheimer

- ▶ **County Council discussed this matter at its Budget Meeting held on April 16, 2021: The Reeve did provide a verbal updated to County Council on the action taken by the Doctor Retention and Recruitment Committee's meeting held on April 8, 2021.**
 - ▶ **Council discussion indicated that when this unspent funding is returned – its portion will be allocated towards the County's 2021 Retention Budget for Doctor Retention and Recruitment and a portion will be used towards participating in the **contribution of funds to PCN: to Purchase Medical Equipment for Cardiac Stress Clinic.****

■ **PROPOSAL:**

- 1. Smoky Lake County acknowledge the action taken by the Committee for writing the letter to the Raubenheimer Medical Clinic to respectfully return unspent funds remaining in the amount of \$85,000.00 provided for the 4th Physician as Indicated in the Memorandum of Understanding executed on June 26, 2019.**
- 2. Smoky Lake County accept the Doctor Retention and Recruitment recommendations to return to partnering municipalities the amount of unspent funds totaling \$85,000.00 not spent in respect to the 4th Physician when the Managing Partner, Town of Smoky Lake receive the funds.**

SECTION THREE: Contribution of funds to PCN: Purchase Medical Equipment for Cardiac Stress Clinic.

■ **Background:**

The Town of Smoky Lake, Managing Partner of the Doctor Retention and Recruitment Meeting received a letter from Chaitanya Bandaru, Executive Director, Primary Care Network PCN), dated April 16, 2021:



Date: April 16, 2021

To
Mr. Adam Kozakiewicz
Chief Administrative Officer
Town of Smoky Lake

Dear Adam,

Re: Contribution of Funds to Purchase Medical Equipment for Cardiac Stress Clinic

In order to provide Cardiac Stress Testing services to the Town of Smoky Lake and surrounding areas, there are two pieces of medical equipment that are mandatory to conduct the testing as well as cardiac consults by the Cardiologist:

1. ECG (Electrocardiogram) Machine which costs approximately \$7000.00
2. Defibrillator with Pacing which costs approximately \$10300.00

Unfortunately, costs associated with these machines are not covered as part of the Alberta Health Primary Care Policy per capita funding. Currently LPCN is in the process of getting approval from Alberta Health to facilitate the Cardiac Stress Testing program out of the PCN Hub in Smoky Lake. LPCN is also working with the College of Physicians & Surgeons of Alberta to obtain the accreditation which is necessary to run the program.

If you require any additional information, please do not hesitate to contact me directly at 780-645-1089.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Chaitanya Bandaru', is written over a faint, illegible printed name.

Chaitanya Bandaru
Executive Director

#101, 4801, 39 Street, St. Paul, AB T0A 3A2 Tel: (780) 645-1188 Fax: (780) 645-1166

From: Lakeland Primary Care Fax: 17806451130

To: 17806562507@pfax.telus.com Fax: (780) 656-2507

8.5 Letter from PCN regarding ECG Machine
Page: 5 of 6 04/09/2021 1:38 PM

GE Healthcare

ECG Machine

QUOTATION

Quotation Number: PR16-C65360 Version 1

Item No.	Qty	Catalogue No.	Description
1	1	2063587-001	MAC 2000 ECG CLINIC (EN) MAC 2000
	1	2063587-017	MAC 2000 Resting ECG Unit
	1	2063587-019	MAC 2000 English Language
	1	2063587-701	STARTER KIT AHA MULTILINK WITH ECG CLIP
	1	2063587-085	Power Cord
	1	2063587-098	Resting ECG Measurements, 12SL Interpretation and ACI-TIP1
	1	2063587-154	Wired Network to Shared Network Folder - LAN, Storage 200, PDF/XML/Hilltop Export to SD Card, Non-MUSE
2	1	2104771-001	GE THERMAL PAPER 8.5" x 11", WHITE PATIENT DATA AREA, RED GRID 155MM WIDE, Z-FOLD, HOPE QUEUE, 150 SHEETS, 16 PACKS
3	1	CF-9623-810P	Silver MACTrode Plus Electrodes, 10/Card, 1000/Case, 10 Cards/Pack
4	1	INSTALL CARTS	INSTALLATION OF RESTING ECG SYSTEM

QUOTE SUMMARY

Total Extended Selling Price:

\$6,900.00
\$6,900.00

The parties acknowledge that the COVID-19 pandemic and government actions in response to it have affected and will continue to affect GE Healthcare's ability to deliver goods and services around the world. In the event that COVID-19 affects GE Healthcare's ability to deliver or perform on time, GE Healthcare shall be entitled to an equitable adjustment in schedule as appropriate, subject to GE Healthcare's obligation to work in good faith with Customer to mitigate the impact on schedule.

Any contract resulting from this quotation will be based solely and exclusively on General Electric Canada's standard conditions of quotation and other terms and conditions contained in or referenced by this quotation. Prices shown in this quotation do not include taxes. Where applicable, they will be added and shown separately on invoices at time of billing.

2/2



Ted Kowalski
Curidisg 454

1919 Minnesota Court, 3rd Floor, Mississauga, Ontario, L5N 0C9
GE Healthcare



Defibrillator with Pacing

Stryker Canada ULC
2 Medicorum Place
Waterdown, Ontario, L8B 1W2
1-800-868-4323
physio-canada@stryker.com
Canadian Medical Device Establishment
License: 130
For Physio-Control Products

To Primary Care Network - Lakeland
Attn: Chaitanya Bandaru
#101, 4801-39 Street
St. Paul, AB T0A 3A2
(780) 645-1188
chandarub@lakelandpcn.com

Quote Number 00197563
Revision # 1
Created Date 3/17/2021
Sales Consultant Jason Henderson
(780) 267-6226
jason.d.henderson@stryker.com
FOB Originating facility
Terms All quotes subject to credit approval and the following terms and conditions
NET Terms NET 30
Expiration Date 6/15/2021

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
11260-000018	LIFEPAK 20 Basic carry case	1.00	165.00	-24.75	140.25	140.25
70507-000236	LP20c defib/monitor with pacing package English with Code Management Software	1.00	11,250.00	-1,125.00	10,125.00	10,125.00

Subtotal CAD 10,265.25
Estimated Tax CAD 0.00
Estimated Shipping & Handling CAD 0.00
Tax will be calculated at time of invoice and is based on the Ship To location where product will be shipped.
Grand Total CAD 10,265.25

Pricing Summary Totals
List Price Total CAD 11,415.00
Total Contract Discounts Amount CAD 0.00
Total Discount CAD -1,149.75
Trade In Value CAD 0.00
Tax + S&H CAD 0.00

GRAND TOTAL FOR THIS QUOTE
CAD 10,265.25

Quote Number: 00197563

- Smoky Lake County, Reeve and Chair of the Committee was informed verbally by the Raubenheimer Medical Clinic as explained in the letter from PCN.

■ **Current:**

- ▶ The PCN would like to expand services and provide for a Cardiac Stress Testing Services in the Town of Smoky Lake and surrounding areas.
- ▶ This service requires two pieces of medical equipment:
 1. ECG (Electrocardiogram) Machine = \$ 7,000.00
 2. Defibrillator with Pacing = \$ 10,300.00
- ▶ Unfortunately, Alberta Health Primary Care does NOT cover for costs associated to this equipment.
- ▶ Therefore, PCN is requesting for the purchase of these two pieces from the municipalities.

Town of Smoky Lake:

- ▶ Town of Smoky Lake held discussion on this matter at its Town Council Meeting held on April 16, 2020.

Draft Motion: sent by email on April 22, 2021: Town of Smoky Lake

Motion 288-2021:

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake approve to fund 26% of the costs of the Electrocardiogram (ECG) Machine and the Defibrillator with the pacing package in the amount of \$4,498.00 from the total amount of \$17,300.00 (as per GE Healthcare, Quotation No. PR16-C65360) and the Defibrillator with Pacing package (as per Stryker, Quotation No.00197563) in order to recruit a trained professional/physician to provide Cardiac Stress Testing services in the Lakeland Primary Care Network located in Smoky Lake, as costs associated with these machines are not covered as part of the Alberta Health Primary Care Policy per capita funding; in reference to the letter from Chaitanya Bandaru, Executive Director for the Lakeland Primary Care Network, dated April 16, 2021; Furthermore, the Town of Smoky Lake recommends that Smoky Lake County, Village of Vilna and Village of Waskatenau cover the remaining cost, in the amount of \$12,802.00, as per the Smoky Lake Region’s Doctor Retention and Recruitment cost-sharing funding formula as follows:

	Funding Percentage	Total
Smoky Lake County	61%	\$ 10,553.00
Town of Smoky Lake	26%	\$ 4,498.00
Village of Vilna	7%	\$ 1,211.00
Village of Waskatenau	6%	\$ 1,038.00
	100%	\$ 17,300.00

■ **PROPOSAL:**

1. Smoky Lake County acknowledge the letter that the Town of Smoky Lake received as Managing Partner from Chaitanya Bandaru, Executive Director, Primary Care Network PCN), dated April 16, 2021 in regards to the contribution of funds for the PCN to purchase medical equipment required for the Cardiac Stress Clinic.
2. Smoky Lake County support the purchase of these two pieces of equipment, and the funding to be as previously discussed by the County - concept of 50/50 basis on the respective municipal contribution of \$17,000.00 provided by County and Town.

RECOMMENDATION(S):

1. 2020 Doctor Retention & Recruitment Operating Position: Budget Surplus

That Smoky Lake County approve that the Doctor Retention and Recruitment Committee's Operating Position as of December 31, 2020 in the total surplus of \$106,153.00 to be transferred to the Doctor Retention and Recruitment Reserve account for future use by the committee, as recommended by the Town of Smoky Lake, Managing Partner in accordance with the Doctor Retention and Recruitment Committee Meeting held on February 18, 2021 to Motion 07-21.

2. Raubenheimer Medical Clinic – Memorandum of Understanding: Unspent funds

Motion 1:

That Smoky Lake County acknowledge the action taken by the Doctor Retention and Recruitment Committee on April 8, 2021 for writing a letter dated March 30, 2021 to the Raubenheimer Medical Clinic to respectfully return unspent funds remaining in the amount of \$85,000.00 provided for the 4th Physician as indicated in the Memorandum of Understanding executed on June 26, 2019 to the Doctor Retention and Recruitment Committee, Managing Partner, Town of Smoky Lake.

Motion 2:

That Smoky Lake County approve the Doctor Retention and Recruitment Committee, Managing Partner, Town of Smoky Lake to reimburse each respective municipality their portion of the remaining unspent funds totaling the amount of \$85,000.00 when returned from the Raubenheimer Medical Clinic.

3. Contribution of funds to PCN: Purchase Medical Equipment for Cardiac Stress Clinic

That Smoky Lake County approve to purchase Medical Equipment for a Cardiac Stress Clinic on a 50/50 percentage basis with the Town of Smoky Lake for the costs of a Electrocardiogram (ECG) Machine of \$7,000.00 (as per GE Healthcare, Quotation No. PR16-C65360 Version 1) and the Defibrillator with the pacing package of \$10,300.00 (as per Stryker Canada ULC, Quotation No.00197563) for a total amount of \$17,300.00 being (County contribution funding of \$8,650.00 and Town contribution funding of \$8,650.00) in order to recruit a trained professional/physician to provide Cardiac Stress Testing services in the Lakeland Primary Care Network (PCN) located in Smoky Lake; as the Alberta Health Primary Care Policy per capita does not provide funding associated with these machines, in accordance to the letter received from Chaitanya Bandaru, Executive Director for the Lakeland Primary Care Network, dated April 16, 2021.

From: Lydia Cielin
Sent: April 8, 2021 7:48 PM
To: Jenna Preston
Cc: Patti Priest
Subject: Fw: April 19th Planning Session

----- Forwarded Message -----

Sent from my BlackBerry - the most secure mobile device - via the TELUS Network

From: PerryPhillips@albertahub.com
Sent: April 8, 2021 1:55 PM
To:
Cc: PerryPhillips@albertahub.com
Subject: April 19th Planning Session

(Forwarded on behalf of Steve Upham, Board Chairman, Alberta HUB)

Hello Everyone,

It looks like Spring is here and it's going to be a dry one.

I'd like to announce that the transition is complete and as of April 1 Perry Phillips is in place and gaining a knowledge daily of what HUB is all about. He has a few face to face meetings with communities planned and will continue to connect face to face or virtually as the weeks go by.

We have a planning session slated for April 19th ; In the interests of keeping the group a bit smaller, we have decided to have only board members participate, and will present the outcomes to the membership soon after. We could have a follow-up meeting in May if need be, or just include this with the AGM business in June.

I'm excited about the future of HUB and what it can continue to be and provide for our member communities. With the regenerated attitude around agriculture and opportunities for hemp and the ongoing potential to continue to provide focused information for potential suppliers for the re-tooling and development with aerospace in the Cold Lake, the future is looking bright.

Thanks again and I look forward to meeting in person soon!!!
Steve.



SMOKY LAKE COUNTY

Minutes of the **Joint Health & Safety Committee Regular Meeting** held on Thursday, **March 18, 2021** at 8:01 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	Virtually Present
Parks & Recreation	Ray Soch	Laborer	Absent
Public Works	Eddy Pirzek	Mechanic	Absent
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	Virtually Present
Public Works	Kirstin Watamaniuk	Scale Operator	Virtually Present
Planning & Development	Kyle Schole	Planning & Dev. Assistant	Virtually Present
Natural Gas	Will Gray	Natural Gas Serviceman	Virtually Present
Communications	Evonne Zukiwski	Communications Tech	Absent
Enviro. Operations	Lorne Fedirchuk	Water, Wst. Wrt. & Waste Tech.	Virtually Present
Smoky Lake Region - RCDC	Michelle Wright	Community Ec. Dev. Officer	Virtually Present
Management Members:			
Public Works	Bob Novosiwsky	Road Foreman	Absent
Natural Gas	Daniel Moric	Manager	Virtually Present
Enviro. Operations	Dave Franchuk	Manager	Virtually Present
Public Works	David Kully	Shop Foreman	Absent
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 @8:04am
Ag. Service Board	Carleigh McMullin	Agricultural Fieldman	Virtually Present @9:02am
Planning & Development	Jordan Ruegg	Manager	Virtually Present
Non-Voting:			
Elected Official	Lorne Halisky	Councillor	Virtually Present
Administration	Gene Sobolewski	CAO	Absent
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:

58-21: Dave Franchuk That the Joint Health & Safety Committee Meeting Agenda for Thursday, March 18, 2021, be adopted, as amended:

Addition to the Agenda:

1. Smoky Lake County Internal Audit Action Plan.

Carried Unanimously.

Minutes:

Minutes of the Joint Health & Safety Committee Regular Meeting

59-21: Dave Franchuk That the Minutes of the Joint Health & Safety Committee Regular Meeting held on Thursday, February 18, 2021, be adopted as presented.

Carried.

Old Business:

Safety Policy Statement No. 07-31-01: Cold Weather Mobilization

60-21: Jordan Ruegg That the Joint Health & Safety Committee amend Safety Policy Statement No. 07-31-01: Cold Weather Mobilization as follows:

Title: Cold Weather Mobilization	Policy No: 31-02
Section: 07 Safe Work Practices	Code: Page No. 1 of 1

Legislative Reference: Occupational Health & Safety Act (OH&S)

Policy Statement and Guidelines:

1. Working in Cold Environments

- 1.1 The outside temperature and wind conditions must be known.
- 1.2 Steps should be taken to protect workers from wind (or indoors from drafts or forced air from handling units). The combination of low temperatures and even moderate winds can quickly create dangerous working conditions. Table 2 clearly demonstrates the effects of temperature and wind speed.

TABLE 2
WIND CHILL TEMPERATURE

wind speed	10	4	-1	-7	-12	-18	-23	-29	-34
calm	10	4	-1	-7	-12	-18	-23	-29	-34
8	9	3	-3	-9	-14	-21	-26	-32	-34
18	4	2	-9	-16	-23	-31	-36	-43	-50
24	2	-6	-13	-21	-28	-38	-43	-50	-58
32	0	-8	-16	-23	-32	-39	-47	-55	-63
40	-1	-9	-18	-26	-34	-42	-51	-59	-67
48	-2	-11	-19	-28	-36	-44	-53	-62	-70
56	-3	-12	-20	-29	-37	-46	-55	-63	-72
64	-3	-12	-21	-29	-38	-47	-56	-65	-73

Little Danger if exposure is less than 1 hr
 Increased Danger exposed flesh will freeze within one minute.

- 1.3 Ensure that heated rest areas such as truck cabs, tents or huts are available.
- 1.4 Work/warm-up-break schedule comes into effect at -26°C to -28°C including wind chill.
- 1.5 The supervisor must indicate what is an emergency job or non-emergency job.
- 1.6 Table 3 is the schedule for fifteen-minute-warm-up-breaks while working through shifts of four-hours or greater:

TABLE 3

AIR TEMP.	No Wind	8 Kph Wind	16 Kph	24 Kpa				
	max. work Period	No. of Breaks	max. work Period	No. of Breaks	max. work Period	No. of Breaks	max. work Period	No. of Breaks
26 to -28	Normal work	1	Normal work	1	75 min	2	55 min	3
29 to -31	Normal work	1	75 min	2	55 min	3	40 min	4
32 to -34	75 min	2	55 min	3	40 min	4	30 min	5
35 to -37	55 min	3	40 min	4	30 min	5	Non-emergency work should cease	
38 to -39	40min	4	30 min	5	Non-emergency work should cease		Non-emergency work should cease	
40 to -42	30 min	5	Non-emergency work should cease		Non-emergency work should cease		Non-emergency work should cease	
43 & below	Non-emergency work should cease		Non-emergency work should cease		Non-emergency work should cease		Non-emergency work should cease	

Carried.

County Policy Statement No. 03-40-03: Cold Weather – Equipment Mobilization

61-21: Doug Ponich

That the Joint Health & Safety Committee recommend Smoky Lake County Policy Statement No. 03-40-03: Cold Weather – Equipment Mobilization, be reviewed by County Council for consideration of amending the said policy to remove the words “Public Works” in Section 2.1 as well as replacing the words “Public Works” with the word “Department” in Sections 2.2 and 2.3.

Carried.

Addition to the Agenda:

Internal Safety Audit Action Plan

62-21: Dave Franchuk

That the Joint Health & Safety Committee acknowledge review of the following Smoky Lake County Internal Audit Action Plan prepared by the Safety Officer, dated March 16, 2021, and expect future updates to be provided as actions progress:

Audit section #	ISSUE	CORRECTIVE ACTION as of March 16, 2021
2.3	Are health and safety hazards identified for the tasks associated with each job?	<i>hazard assessments looked at the health hazards for example such as working with the different products such as fueling up vehicles and health hazards such as bacteria and molds. This recommendation would benefit the HS management system by looking at the tasks at even health level for the safety of the workers.</i>
2.11	Does the employer have a process for conducting site-specific hazard assessments when a new activity has been temporarily introduced at the work site? When work is conducted at a temporary/mobile work site (whether owned by the employer or not)?	<i>the policy needs to include reference to new activities introduced at new work site and that a JSA would reflect that. This will improve the HS management system by making sure hazard are identified before work has begun.</i>
2.12	Have site-specific hazard assessments been conducted before work begins on the day of the job? Repeated if changes are introduced?	<i>site specific hazard assessments need to be completed before the job is started and a new site specific hazard assessment needs to be done when a new hazard is introduced. This will improve the HS management system by assessing the hazard before work has begun.</i>
3.03	Have the identified administrative controls been implemented?	<i>all forms for assessments need to have administrative controls identified where possible to help the SMS for proper knowledge of the procedures and also proper training for the task being done. This is a benefit of the HS management system by identifying the administrative control as this is part of the hierarchy in controls.</i>
3.11	Is there a written Violence Prevention Policy as per legislative requirements?	<i>the policy needs to cover commitment to maintain confidentiality and that the policy is not to discourage a worker from exercising their rights. The benefits of the HS management system would define to all staff how the process is handled.</i>

3.12	Are there Violence Prevention Procedures written as per legislative requirements?	<i>the policy needs to cover all the key elements in the policy to reflect in the safety management system as per the OHS requirements the benefit of the HS management system will company with the OHS requirements and help protect the worker.</i>
3.14	Is there a Harassment Prevention Policy as per legislative requirements?	<i>a policy needs to be created this will include commitment to elimination or controlling the harassment, investigation, and corrective actions. It also needs to have confidentiality and also the workers rights. This will follow the OHS legislation.</i>
3.15	Are there Harassment Prevention Procedures written as per legislative requirements?	<i>there needs to be procedures for harassment from the documentation, investigation, corrective actions, this will improve the SMS by staff knowing the process.</i>
3.17	Have the Violence and Harassment Policies and Procedures been reviewed?	<i>there needs to be reference to harassment in the policy. This would benefit the HS management system by showing that the system has been endorsed by the CAO.</i>
4.01	Do the terms of reference for the HSC include all legislated requirements?	<i>the policy needs to include training requirements and reporting to management to award full points in this category. Having all the documents will improve the overall SMS to complete the process. This would benefit the HS management system by showing compliances to the OHS legislation.</i>
5.08	Are competency assessments conducted?	<i>there is a form that is used but no competencies were completed in 2020 within the covid year. filling out the form will assure that documentation proves that the worker has been observed performing the task. Filling out form will help the overall of the SMS to prove competency.</i>
6.03	Is a policy and/or process in place that includes a system for monitoring other employers and/or self-employed persons?	<i>in the policy there needs to be a process for monitoring other employees and or self employers. This would benefit the HS management system by having more details of how the process is to be done.</i>
8.01	Have written emergency response plans been developed for potential emergencies?	<i>emergency response plans need to have included severe weather, medical emergencies, hazardous materials, suspicious person and other situations pertaining to the job site.. This will improve the overall SMS when in place for all staff safety.</i>
8.02	Do written emergency response plans include communication systems, emergency phone numbers, a list of emergency response personnel, appropriate response and monitoring the effectiveness of the plan?	<i>the procedure covers the communication system and emergency numbers but it also should include procedures on lockdown and shelter in place or if any equipment is used examples fire extinguishers. The benefit of the HS management system will improve the HS of the staff has to how react in the event of an emergency and what to do.</i>
10.08	Has the plan been implemented?	<i>a plan should be implemented to improve the deficiencies from previous audits. This would be a benefit of the HS management system by showing places to improve the overall system.</i>

Training Updates:

Training Updates for the period February 19, 2021 to March 15, 2021

63-21: Jordan Ruegg

That the Joint Health & Safety Committee acknowledge receipt of the Training Updates report prepared by the Safety Officer for the period of February 19, 2021 to March 15, 2021 as follows:

TRAINING DESCRIPTION	DATE TAKEN	# OF EMPLOYEES	DEPT.
Air Brake Course	N/A	None	N/A
Chainsaw Training	April 19-23	?	All
Crane Training Course	N/A	None	N/A
First-Aid/CPR recertification	April	?	Fire Dept
Flag Person Training	N/A	None	N/A
Forklift Training	N/A	None	N/A
Ground Disturbance Course	N/A	None	N/A
Mobile Crane Course	N/A	None	N/A
New Employee Orientations	N/A	None	N/A
Canadian Harassment, Bulling and workplace Violence Prevention	Feb 24	12	All
Scissor Lift Training	N/A	None	N/A
TDG (Transportation of Dangerous Goods)	TBD Mar 25	5 ?	Gas, Ag, PW Fire Dept
Understanding hazards and risk Stress in the workplace	Mar 1 Mar 8	29 28	All
WHMIS	N/A	None	N/A
Health and safety committee Online	Registered Feb 11	3	Safety committee
CPTED Advanced	Mar 2-4	1	Safety

Carried.

Workplace Violence and Harassment Training

64-21: Patti Priest

That the Joint Health & Safety Committee acknowledge 12 Employees completed the “Canadian Harassment, Bulling and Workplace Violence Prevention” training on February 24, 2021, in response to February 18, 2021, Motion #49-21; and agree all future reporting on the matter will be tracked through the Training Updates report prepared by the Safety Officer.

Carried.

Training Action Plan for Awareness of County Policies & OHS Guidelines - Update

65-21: Patti Priest

That the Joint Health & Safety Committee acknowledge the Safety Officer’s Training Action Plan to promote Employee awareness of County Policies and OHS Guidelines, in response to the February 18, 2021, Motion #54-21, is to integrate the training into toolbox meetings as well as the Annual Safety Meeting; and agree all future reporting on the matter will be tracked through the Training Updates report prepared by the Safety Officer.

Carried.

New Business:

No New Business.

Incidents:

Incidents for the period between February 19, 2021 to March 18, 2021

66-21: Daniel Moric That the Joint Health & Safety Committee acknowledge there were **3 incidents** reported for the period of February 18, 2021 to March 18, 2021 as follows:

1. February 23, 2021, property damage incident, minimal damage. The County's woodchipper detached from the unit pulling it while returning to the shop at Highway 28 and Harvest Gold Drive; the safety chains held. The chipper had been attached to the truck all winter. Upon further inspection the woodchipper's brakes also failed. Suggestions for prevention: inspect hairpins prior to mobilization and replace pins at the first signs of wear and/or assign someone to regularly replace pins on all trailers on a scheduled basis.
2. No date provided, near miss public complaint, no damage. Prior to entering a ratepayer's yard, the plow truck operator noticed the ratepayer's gate was damaged. The operator proactively photographed the damage for documentation purposes and the ratepayer was notified for awareness.
3. March 10, 2021, near miss, no damage. An emergency services employee demonstrated good defensive driving skills when forced to aggressively brake to avoid a collision with a public vehicle who drove into the intersection after stopping at a stop sign while the emergency services vehicle had the right-of-way.

Carried.

Committee Member Reports:

Public Works Shop Foreman – Dave Kully

- No report.

Public Works Road Foreman – Bob Novosiwsky

- No report.

Public Works Manager – Doug Ponich

- Continue sign repair and replacement.
- Begin spring culvert maintenance, clearing ends and steaming.
- Continue brushing and axing for site lines.
- Initiated a 75% road ban on March 10, 2021.

Public Works Staff - Doug Cherniwchan, Kirstin Watamaniuk, Eddy Pirzek

- Nothing further to report.

Main Office Staff – Patti Priest

- Completed 1 of 6 hours of online training for Health & Safety Committee and H&S Representative through Bistrainer and I am aiming to complete the course by our next meeting.

Planning & Development Staff – Kyle Schole

- Thank you, Trevor for providing access to the required JH&S online training. Kyle has not had an opportunity to complete it yet but will seek to do so before our next meeting in April.
- Nothing else to report.

Planning & Development Manager – Jordan Ruegg

- Nothing further to report.

Communications Technician – Evonne Zukiwski

- Remember to be cautious and wear proper footwear on wet surfaces as daytime melting/overnight freezing occurs. Surfaces may still have ice underneath.

Community Economic Development Officer – Michelle Wright

- Nothing further to report.

Natural Gas Department Manager – Daniel Moric

- Nothing further to report.

Natural Gas Department Serviceman – William Gray

- The public works shop yard fuel tanks should have barriers around them to avoid vehicles and equipment from running into them.
- There should be a steel bin for scrap instead of being piled on the ground as it is a hazard when covered in snow.

Environmental Operations Department Manager – Dave Franchuk

- We have noticed within our Regional Water SCADA system that we may have a small leak we are currently trying to isolate and pinpoint this leak.

Environmental Operations Water & Wastewater Operator – Terry Bodnar

- Nothing further to report.

Bylaw Enforcement Officer / Parks and Recreation Manager – Ed English

- Be aware of increasing ATV activity.
- The Iron Horse Trail will be inspected during the first week of April 2021 and any signs or deficiencies will be corrected at that time.

Agricultural Service Board (ASB) Ag Fieldman – Carleigh McMullin

- Ordered PPE for the upcoming season.
- Spoke to Trevor T about getting our TDG training this Spring.
- Will be cleaning and going through the Ag. Bay in the upcoming days to prepare for the season, ensuring we are ready for new staff.
- It's icy out there due to the melting, please be careful!

Fire Protective Services, Fire Chief – Scott Franchuk

- AHS has new PPE protocols when treating patients – Safety Glasses, N-95 mask, Full Face Shield (New), and Disposable Gown (Strongly Recommended).
- 3 electrostatic disinfectant spray guns were purchased for the fire departments for apparatus cleaning.
- 1 Near Miss – Vehicle made a left turn in front of the rescue truck responding to a call (on camera) but the collision was avoided.
- No COVID-19 issues with the members.
- Working with Trevor to complete First Aid, CPR, WHMIS, Flagging and TDG Training.

Chief Administrative Officer – Gene Sobolewski

- No report.

Assistant Chief Administrative Officer – Lydia Cielin

- The next Safety Policy Section to be reviewed is Section 5: Work Alone.
- The Workplace Violence and Harassment policy is being reviewed by appropriate agencies and is currently on hold.

Council Representative, Division Four – Lorne Halisky

- Warmer temperatures and longer days can bring added risks so please ensure your vehicles/equipment whether County owned or personal, have clean windows, lights, and mirrors etc. and take caution when driving into the sun.
- Time changes effect people in different ways so please ensure you get proper rest etc.
- The COVID-19 cases continue in our region 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're feeling ill.
- Wildlife on roadway incidents increase with the warmer temperatures so drive with caution, be familiar with highly wildlife populated areas where they cross the roadways and plan your drive.
- With the warmer daytimes and cool night temperatures brings icy conditions so ensure you are wearing proper footwear, watch your footing at all times and remedy slippery areas if need be.

- Warmer than normal temperatures in late winter/ early spring can lead to flooding, erosion and soft etc. roads so please drive to the road conditions and report all flooding and damaged etc. roads to the County Public Works.
- Please continue to report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works.
- Theft in the region continues so please continue to ensure vehicle/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- Please keep your mind on task at all times, conduct hazard assessments, and report all incidents and hazards to help prevent loss.

Council Representative, Division Two – Johnny Cherniwchan

- Nothing further to report.

Safety Officer – Trevor Tychkowsky

- Working on audit action plan.
- Working on more training chainsaw booked for April 19-23, 2021.
- Fire dept training TDG and first aid March and April.
- Finished Advanced CPTED training will be working with planning dept on suggestions.
- Awareness on ice conditions.
- Awareness on COVID numbers down (3 cases in Smoky Lake County).
- Got Shop air system cleaned, and office will be completed April 10 & 11, 2021.
- April 20, 2021 is the NASC/SASC virtual meeting.

Carleigh McMullin, Agricultural Fieldman, virtually joined the meeting, time 9:02 am

Committee Member Reports

67-21: Dave Franchuk That the Joint Health & Safety Committee Member Reports, as of March 18, 2021, above, be accepted for information.

Carried.

Correspondence:

Alberta Municipal Health and Safety Association (AMHSA), Newsletter: March 2021

68-21: Doug Ponich That the Joint Health & Safety Committee accept the Alberta Municipal Health and Safety Association (AMHSA), Newsletter, dated March 2021, for information.

Carried.

Date and Time of Next Meeting:

69-21: Jordan Ruegg

The next Joint Health & Safety Committee Meeting be scheduled for **Thursday, April 15, 2021 at 8:00 a.m.** and **Thursday, May 13, 2021 at 8:00 a.m.**, to be held virtually and/or in County Council Chambers.

Carried.

ADJOURNMENT:

70-21: Kyle Schole

The Chairperson declared, the Joint Health & Safety Committee Meeting of March 18, 2021, adjourned, time 9:11 a.m..

**Evergreen Regional Waste Management Services Commission
AGENDA ITEMS**

Meeting Date: April 20, 2021

Confidential:

Yes

No

X

Topic: Alberta Care Conference

Documentation Attached:

Yes

No

X

DISCUSSION:

Alberta Care Conference in Stoney Plain that was scheduled for April 14-16, 2021 has be rescheduled for February 23-25, 2022

The Fall Conference will be held by the MD of Bonnyville September 8-10, 2021

RECOMMENDED ACTION:

Jenna Preston

From: Lydia Cielin
Sent: April 21, 2021 9:54 PM
To: Jenna Preston; Patti Priest
Cc: Craig Lukinuk
Subject: Fw: NEW - RMA District Virtual Engagement Sessions - Register Now!

Jenna: For the agenda: either under 5.3.6 government liaison committee or RMA which use to be 6.1 - whatever works for you girls.

Rec: to attend under District 5 and register.

Thanks

L

Sent from my BlackBerry - the most secure mobile device - via the TELUS Network

From: clukinuk@smokylakecounty.ab.ca
Sent: April 21, 2021 4:18 PM
To: cao@smokylakecounty.ab.ca; lcielin@smokylakecounty.ab.ca; patti.priest@smokylakecounty.ab.ca
Cc: council@smokylakecounty.ab.ca
Subject: FW: NEW - RMA District Virtual Engagement Sessions - Register Now!

FYI

From: Gerald Rhodes <gerald@rmaalberta.com>
Sent: April 21, 2021 12:59 PM
Cc: Cindy Carstairs <cindy@rmaalberta.com>; RMA Board Dist <AAMDCBoardDist@aamdc.com>
Subject: NEW - RMA District Virtual Engagement Sessions - Register Now!

CAOs & Reeves/Mayors - Please Distribute to Full Councils

Reeves, Mayors, Councillors, & CAOs

In the RMA's member approved [Strategic Direction](#) "Championing & Advocating on Municipal & Rural Issues" and "Facilitate Networking & Educational Opportunities" are primary roles for the RMA. More specifically "Engaging our members to identify emerging issues and needs" is identified as a key strategic priority.

As we continue to be limited in ability to meet face-to-face, we want to leverage the technology that we are now all familiar with to provide the opportunity to connect members with each other and with our board and staff to facilitate these roles and strategic priority. We all have missed all the one & one and small group dialogues that would have occurred at District meetings and Conventions over the last year which we know is where the real sharing, learning, and connections are made. We therefore know that there is a lot that we as your association are missing that is important to you that we don't know about... that we don't know what we don't know. As a result we ask that you bear with us to try something new to do something about it.

To address the issue we will be hosting new District Virtual Engagement sessions from May 14 to 17, 2021 with each district. During these virtual sessions, you will engage with the fellow municipal councillors and CAOs in your district. In addition your RMA Director, President, and Vice-President will be on-hand to facilitate discussion to engage and learn about your issues and priorities. This will not be like a District meeting where we talk to you. Instead it will be you

sharing with your peers and us as we all together determine the issues at play in rural Alberta. The RMA commits to following up with what is learned inserting the priorities into our annual planning cycle that commences in June and reporting back to the membership.

The dates for each upcoming District Virtual Engagement Session are as follows:

- District 1: Friday, May 14, 2021 at 8:30 - 10:00 am
- District 2: Monday, May 17, 2021 at 10:30 am – 12:00 pm
- District 3: Monday, May 17, 2021 at 1:00 – 2:30 pm
- District 4: Friday, May 14, 2021 at 10:30 am - 12:00 pm
- District 5: Monday, May 17, 2021 at 8:30 – 10:30 am

To aid in planning, we are requesting that individual councillors and CAOs register in advance to attend their district session. As there will be breakout groups to facilitate issue dialogue and input gathering each participant will need to attend using an individual device so they can participate in this ZOOM based activity. There will therefore not be an option to attend via telephone nor the ability to do this activity as a group as this will not allow for the break out groups with others for in-depth information gathering, sharing, and learning that we are trying to evoke. For those that have taken EOEP courses over the last year, the breakout groups will be similar to what is used in the EOEP virtual courses. It will be set up to allow every participant to present ideas and discuss/learn from the others in the breakout groups.

Registration is available here - <https://rmaalberta.com/advocacy/rma-district-virtual-engagement-sessions/>

If you aren't sure which district your municipality is in, please visit our [Members Map](#). Please note, if you are part of the Regional Municipality of Wood Buffalo, you will now participate in District 5.

The deadline to register is May 7, 2021. For further information or assistance, please contact Cindy Carstairs at cindy@rmaalberta.com or 780.955.4095

We look forward to seeing you in May!

Gerald Rhodes, CLGM, MBA, CAE

Executive Director



Office: 780.955.4077
Cell: 780.893.3783
Scheduling: 780.955.4076
RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639

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FW: Seniors' Week 2021 Community Declaration Information

1 message

Jenna Preston <jenna.preston@smokylakecounty.ab.ca>
To: doubledqh@hotmail.com

Wed., Mar. 24, 2021 at 8:20 a.m.

From: Lydia Cielin <lcielin@smokylakecounty.ab.ca>
Sent: March 23, 2021 3:57 PM
To: Jenna Preston <jenna.preston@smokylakecounty.ab.ca>
Cc: Patti Priest <patti.priest@smokylakecounty.ab.ca>
Subject: FW: Seniors' Week 2021 Community Declaration Information

April's Council Meeting - #6

From: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>
Sent: March 22, 2021 1:43 PM
Cc: Seniors and Housing Information <Seniorsinformation@gov.ab.ca>
Subject: Seniors' Week 2021 Community Declaration Information

For more than 30 years, Alberta has celebrated seniors during the first week in June. Seniors' Week 2021 is June 7-13 and will be kicked off with a provincial launch event co-hosted by Seniors Outreach Program Society on June 7. Seniors' Week is an opportunity to celebrate seniors and to ensure they feel valued by friends, loved ones, and all Albertans.

Attached is a Community Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify the province of your declaration by June 3, 2021, so that this information can be highlighted on the Seniors and Housing website. To register your declaration, please email seniorsinformation@gov.ab.ca.

The Government of Alberta offers an online Events Calendar that can be used to post or view special events for seniors. Please visit the [Seniors' Week website](#) for more information, to download Seniors' Week poster, and to find a [tip sheet](#) on how to celebrate seniors safely in your community!

Classification: Protected A

 **Seniors-Week-Declaration.pdf**
617 KB



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 7 – 13, 2021 to be Seniors' Week in

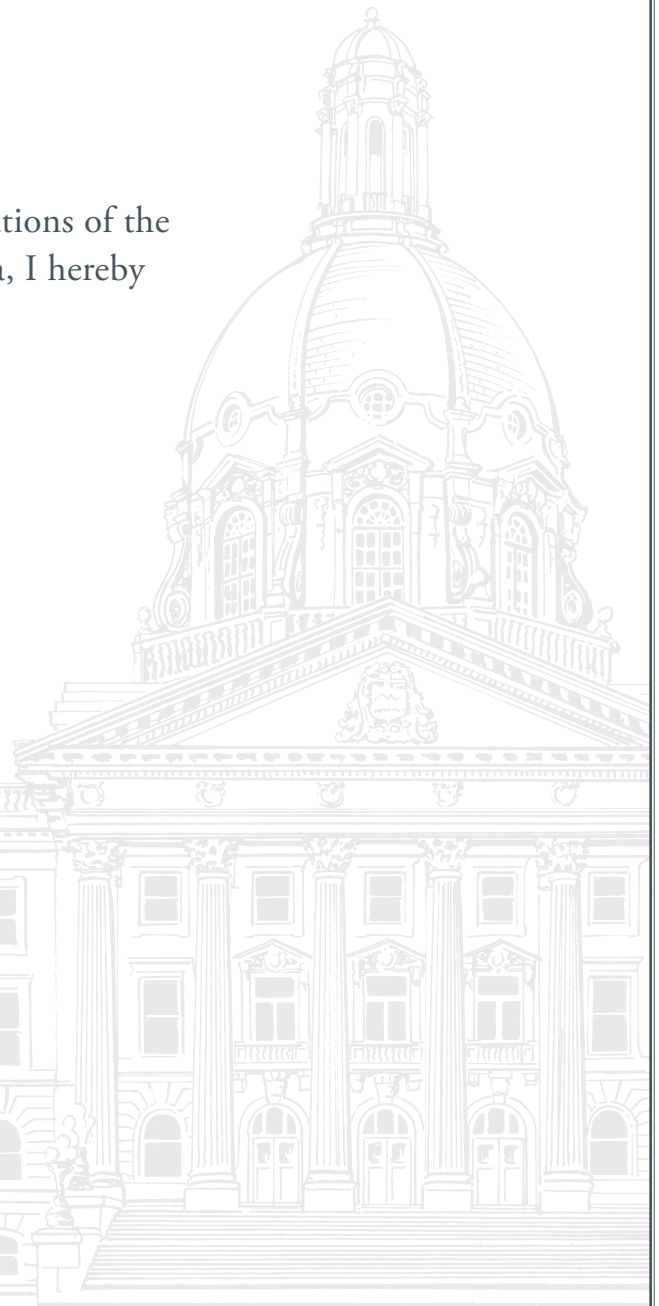
Community

Official Title

Official Signature

A handwritten signature in black ink, appearing to read "Josephine Pon".

The Honourable Josephine Pon, Minister of Seniors and Housing





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR104535

MAR 23 2021

His Worship Leo Paul Chapdelaine
Mayor
Village of Vilna
PO Box 10
Vilna AB T0A 3L0
Email: vilna@mcsnet.ca

Dear Mayor Chapdelaine,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Village of Vilna has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2020/21 ACP in support of your Regional Municipal Service Delivery Options Study project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Laila Goodridge, MLA, Fort McMurray-Lac La Biche
David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor Hank Holowaychuk, Town of Smoky Lake
Mayor Casey Caron, Village of Waskatenau
Reeve Craig Lukinuk, Smoky Lake County
Earla Wagar, Interim Chief Administrative Officer, Village of Vilna
Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau
Gene Sobolewski, Chief Administrative Officer, Smoky Lake County



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
Deputy Government House Leader
MLA, Calgary-Hays*

AR104535

MAR 23 2021

Reeve Craig Lukinuk
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0
Email: clukinuk@smokylakecounty.ab.ca

Dear Reeve Lukinuk,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that Smoky Lake County has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2020/21 ACP in support of your Regional Fire Services Study project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Laila Goodridge, MLA, Fort McMurray-Lac La Biche
David B. Hanson, MLA, Bonnyville-Cold Lake-St. Paul
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor Hank Holowaychuk, Town of Smoky Lake
Mayor Leo Paul Chapdelaine, Village of Vilna
Mayor Casey Caron, Village of Waskatenau
Gene Sobolewski, Chief Administrative Officer, Smoky Lake County
Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake
Earla Wagar, Interim Chief Administrative Officer, Village of Vilna
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau

Deputy Minister
18th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
MA.DMO@gov.ab.ca

AR104664

March 29, 2021

Bernice Macyk
Chief Administrative Officer
Village of Waskatenau
PO Box 99
Waskatenau AB T0A 3P0
Email: waskvillage@mcsnet.ca

Dear Ms. Macyk:

Thank you for your grant application under the Intermunicipal Collaboration component of the 2020/21 Alberta Community Partnership program.

The program received a significant number of applications for grant funding, which could not all be accommodated within program funding levels.

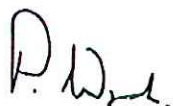
On behalf of the Minister, I regret to advise that the following application has been declined:

- Regional Recreational Services and Facilities Assessment - \$200,000

The ministry recognizes the cooperative efforts being taken throughout Alberta to build stronger communities. I look forward to working in partnership on other endeavors through our grant programs.

If you have any additional questions regarding your application, please contact Marianne Bobik, Manager, Regional Grant Programs, toll-free at 310-0000, then 780-644-8974 or at acp.grants@gov.ab.ca.

Sincerely,



Paul Wynnyk
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs



Deputy Minister
18th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
MA.DMO@gov.ab.ca

AR104664

March 29, 2021

Adam Kozakiewicz
Chief Administrative Officer
Town of Smoky Lake
PO Box 460
Smoky Lake AB T0A 3C0
Email: cao@smokylake.ca

Dear Mr. Kozakiewicz:

Thank you for your grant application under the Intermunicipal Collaboration component of the 2020/21 Alberta Community Partnership program.

The program received a significant number of applications for grant funding, which could not all be accommodated within program funding levels.

On behalf of the Minister, I regret to advise that the following application has been declined:

- Regional Road Network Study - \$200,000

The ministry recognizes the cooperative efforts being taken throughout Alberta to build stronger communities. I look forward to working in partnership on other endeavors through our grant programs.

If you have any additional questions regarding your application, please contact Marianne Bobik, Manager, Regional Grant Programs, toll-free at 310-0000, then 780-644-8974 or at acp.grants@gov.ab.ca.

Sincerely,



Paul Wynnyk
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs



March 22, 2021

Reeve Craig Lukinuk
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0



Dear Reeve Lukinuk:

On behalf of Lac La Biche County, I wish to extend an invitation for your organization to join us at the 2021 Healthier Communities Golf Tournament. This event will be held on Friday, July 9, 2021 at the Lac La Biche Golf & Country Club, one of the most scenic golf courses in Alberta.

We are pleased to announce the proceeds from the 2021 Healthier Communities Golf Tournament will go towards the Lac La Biche Regional Health Foundation and Portage College, for future development of healthcare services and training opportunities in our region.

If you would like to register a team, you can visit our Eventbrite Page or Lac La Biche County website for more information on the golf tournament. If you have any questions, please contact Mackenzie Girard at (780) 623-6809 or email mackenzie.girard@laclabichecounty.com.

Thank you, and we look forward to seeing you there.

Sincerely,

Omer Moghrabi
Mayor, Lac La Biche County

cc: Lac La Biche County Council
Ken Van Buul, Chief Administrative Officer



Smoky Lake County

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

March 30, 2021

Shevchenko Foundation
202-952 Main Street
Winnipeg, MB R2W 3P4

Sent Via: Email

Email: admin@shevchenkofoundation.ca

Re: Letter of Support: Shevchenko Church and Cemetery Association, Shevchenko Foundation

To Whom it May Concern,

On behalf of Smoky Lake County, it is a pleasure to provide this letter in support of the Shevchenko Church and Cemetery Association's grant application to the Shevchenko Foundation for the purposes of reconstructing the Shevchenko Church, which is located just north of Mons Lake, within our community.

Ukrainian heritage is rich in the Smoky Lake Region and is important to both residents and visitors alike. The Shevchenko Church and Cemetery Association reconstruction project will provide superb opportunities to practice traditional church services, provide knowledge-transfer to future generations, and celebrate life and faith.

Indeed, Smoky Lake County has embarked both on a community twinning process with the Kosiv District of Ukraine, as well as an Economic Development Strategy in partnership with the Town of Smoky Lake and the Metis Nation of Alberta (MNA). Both will showcase our vibrant Ukrainian culture and contribute to the prosperity of our community.

Should you have any questions regarding the above, please contact the Smoky Lake County.

Best Regards,

**Craig Lukinuk, Reeve
Smoky Lake County**

cc: County Council, Smoky Lake County
Gene Sobolewski, Chief Administrative Officer, Smoky Lake County



April 2nd, 2021

Sergeant Tina Chan
NCO i/c Smoky Lake RCMP Detachment
Smoky Lake, Alberta

Dear Reeve Lukinuk,

Please find attached the quarterly Community Policing Report for the Smoky Lake RCMP, that covers the January 1 to February 28th, 2021 reporting period. Starting this year, quarterly updates on community-identified policing priorities will be shared through this new policing report to all communities served by the Alberta RCMP.

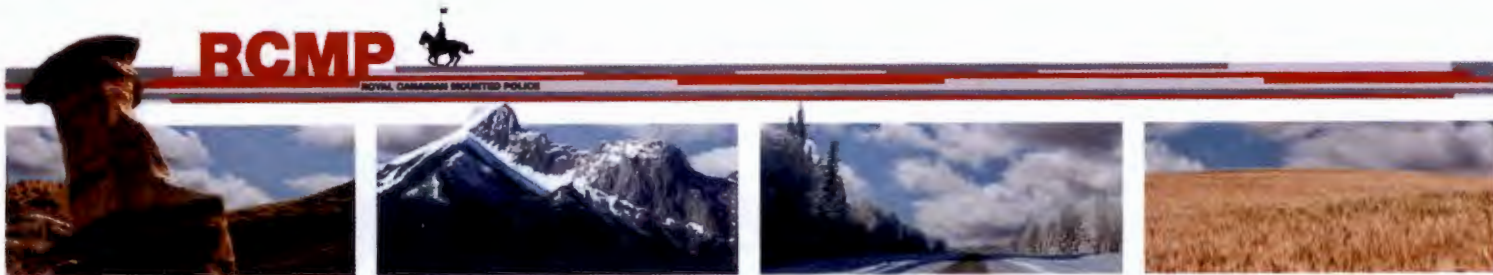
Our first priority is the safety and security of Albertans, in addition to providing accountable, effective and transparent policing to your community. This reporting, along with community insights and guidance that you readily provide, will further help us optimize our services to address the priorities that are important to you.

The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Smoky Lake RCMP. Further analysis on local trends and updates on resourcing and financial forecasting is included. Community priorities and consultations that inform these quarterly updates are also documented in this report.

We recognize that having a voice in policing priorities is a top concern for communities. As part of maintaining engagement with the Albertans we serve, this new quarterly policing report is a tool for us to report our progress on community-identified priorities. This report also reinforces our commitment to communicate the work we do to enhance public safety in your community.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns regarding this report.

Sgt Tina CHAN
NCO i/c Smoky Lake RCMP Detachment
Smoky Lake, Alberta



RCMP Provincial Policing Report

Detachment	Smoky Lake Provincial
Detachment Commander	Tina Chan, Sgt
Quarter	4th
Date of Report	2021-03-31

Provincial Police Service Composition¹

Staffing Category	Established Positions	Working	Soft Vacancies ²	Hard Vacancies ³
Police Officers	5	5	0	0
Detachment Support	2	2	0	0

Comments

Police Officers – All established Officer positions are filled and currently working.
 Detachment Support – All support positions are currently filled.

Quarterly Financial Drivers

On average, expenditures within PPSA detachment areas are lower this fiscal year. Reductions have been realized primarily within extra duty pay and unit operating costs, including travel, fuel and guarding costs. Surplus funds have allowed for the reallocation of funds to deferred information technology and operational equipment requirements.

¹ Data extracted on March 12th, 2021 and is subject to change over time.

² Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

³ Hard Vacancies are full FTE positions that are vacant and need to be filled.



Crime Statistics⁴

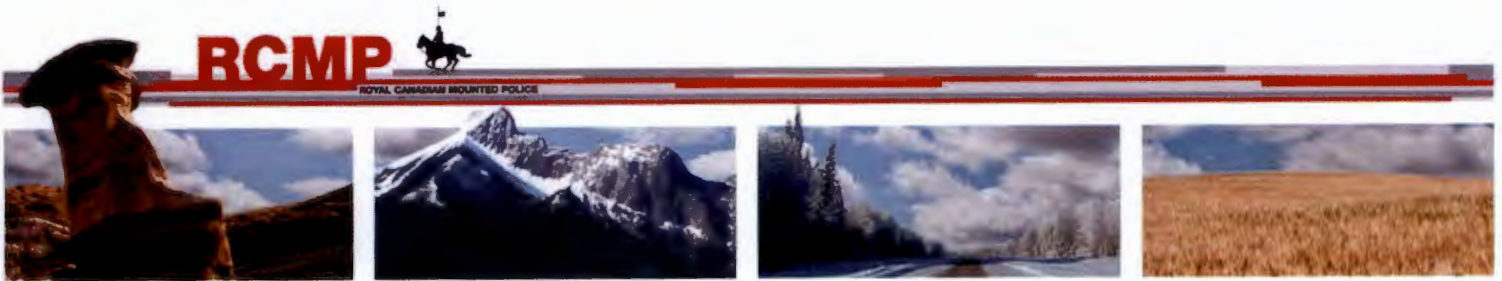
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	January – February			January – December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
Total Criminal Code	91	88	-3%	846	589	-30%
<i>Persons Crime</i>	17	29	71%	129	127	-2%
<i>Property Crime</i>	59	35	-41%	551	340	-38%
<i>Other Criminal Code</i>	15	24	60%	166	122	-27%
Traffic Offences						
<i>Criminal Code Traffic</i>	12	4	-67%	75	77	3%
<i>Provincial Code Traffic</i>	208	125	-40%	2,603	1,516	-42%
<i>Other Traffic</i>	1	1	0%	17	15	-12%
CDSA Offences	0	3	N/A	14	9	-36%
Other Federal Acts	0	3	N/A	18	9	-50%
Other Provincial Acts	17	18	6%	160	185	16%
Municipal By-Laws	3	0	-100%	15	19	27%
Motor Vehicle Collisions	45	24	-47%	225	181	-20%

Trends/Points of Interest

January to February year-over-year (2020-2021) increase in Persons Crime (71%) was primarily driven by Assault (from 8 to 14).

⁴ Data extracted from a live database (PROS) and is subject to change over time.



Community Priorities

<p>Priority 1</p>	<p>Enhance Public Confidence and Engagement</p>
<p>Current Status & Results</p>	<p>1. Conduct two(2) Town Hall Meeting/Consultations: Completed November 2020 and February 2021 in Smoky Lake County.</p> <p>Due to current pandemic provincial restrictions, two Town Hall Meetings/Consultation were completed in form of virtual by soliciting public input via social media and press. Response received was responded to by detachment members to share information with the public. NCO continues to maintain contact with the public via monthly police blotter advising on weekly calls of service, education/information sharing, etc since her arrival in August 2018.</p>
<p>Priority 2</p>	<p>Crime Reduction</p>
<p>Current Status & Results</p>	<p>1. Reduce selected property crime by 7%: Reduced by 43% to date (year to date 50% reduction) 2. Increase clearance rates by 26%: Increased to 27.1% Clearance rate (end of 2020)</p> <p>During 2020, goals met to reduce property crime and increase clearance rates in Smoky Lake County. Members continue to conduct proactive patrols and work with local citizen based programs in the county.</p>
<p>Priority 3</p>	<p>Enhance Road Safety & Increase Police Visibility</p>
<p>Current Status & Results</p>	<p>1. Impaired drivers stopped in coordinated initiatives: One check stop conducted. 2. Impaired drivers MAS enforcement initiative: 55 3. Traffic violation enforcement: 14 Violation tickets issued this quarter</p> <p>Due to the current state with COVID-19 pandemic restrictions, required training could not be provided to members and traffic enforcement was limited. Members still investigated to ensure road safety, contact kept to a minimal to prevent public and police safety to exposure while maintaining . Check stop and MAS test conducted resulted in the interaction with approximately 20 drivers to promote public education and increased police visibility in Smoky Lake County.</p>



Community Consultations

Date	Attendee(s)	Notes
2020-01-13	Sgt Chan, Reeve Lukinuk	Brief encounter & conversation in community,
2021-01-31	Sgt Chan, The Signal	Weekly Media Police Blog on calls for service
2021-02-28	Sgt Chan, The Signal	Weekly Media Police Blog on calls for service
2021-03-05	Sgt Chan, All stakeholders	Virtual Town Hall (Feb22-Mar 5)-Completed
2021-03-18	Sgt Chan, Patti Priest	Correspondence & contact re: Council Meeting
2021-03-25	Sgt Chan, County Council, stakehol	Council Meeting, intro 2021-2022 Initiatives & two newest members of the detachment
2021-03-31	Sgt Chan, The Signal	Weekly Media Police Blog on calls for service

Smoky Lake County - Smoky Lake Detachment
Crime Statistics (Actual)
January to February: 2018 - 2021

All categories contain "Attempted" and/or "Completed"

March-04-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	1	N/A	N/A	0.3
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	1	N/A	N/A	0.3
Other Sexual Offences		0	0	1	4	N/A	300%	1.3
Assault		2	4	2	6	200%	200%	1.0
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	2	0	2	N/A	N/A	0.4
Uttering Threats		1	0	0	1	0%	N/A	0.0
TOTAL PERSONS		3	6	3	15	400%	400%	3.3
Break & Enter		5	3	11	5	0%	-55%	0.8
Theft of Motor Vehicle		2	3	7	1	-50%	-86%	0.1
Theft Over \$5,000		0	2	2	0	N/A	-100%	0.0
Theft Under \$5,000		4	8	4	3	-25%	-25%	-0.7
Possn Stn Goods		1	0	3	3	200%	0%	0.9
Fraud		4	3	3	3	-25%	0%	-0.3
Arson		1	1	1	2	100%	100%	0.3
Mischief - Damage To Property		0	0	4	7	N/A	75%	2.5
Mischief - Other		4	4	2	0	-100%	-100%	-1.4
TOTAL PROPERTY		21	24	37	24	14%	-35%	2.2
Offensive Weapons		0	0	0	4	N/A	N/A	1.2
Disturbing the peace		0	4	1	0	N/A	-100%	-0.3
Fail to Comply & Breaches		1	0	2	2	100%	0%	0.5
OTHER CRIMINAL CODE		1	1	2	0	-100%	-100%	-0.2
TOTAL OTHER CRIMINAL CODE		2	5	5	6	200%	20%	1.2
TOTAL CRIMINAL CODE		26	35	45	45	73%	0%	6.7

Smoky Lake County - Smoky Lake Detachment
Crime Statistics (Actual)
January to February: 2018 - 2021

All categories contain "Attempted" and/or "Completed"

March-04-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	2	N/A	N/A	0.6
Drug Enforcement - Trafficking		0	0	1	1	N/A	0%	0.4
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	1	3	N/A	200%	1.0
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	N/A	N/A	0.0
TOTAL FEDERAL		0	0	1	3	N/A	200%	1.0
Liquor Act		N/A	1	0	0	N/A	N/A	-0.5
Cannabis Act		N/A	1	1	0	N/A	-100%	-0.5
Mental Health Act		N/A	6	2	5	N/A	150%	-0.5
Other Provincial Stats		N/A	5	8	4	N/A	-50%	-0.5
Total Provincial Stats		N/A	13	11	9	N/A	-18%	-2.0
Municipal By-laws Traffic		N/A	0	0	0	N/A	N/A	0.0
Municipal By-laws		N/A	0	1	0	N/A	-100%	0.0
Total Municipal		N/A	0	1	0	N/A	-100%	0.0
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		3	5	0	4	33%	N/A	-0.2
Property Damage MVC (Reportable)		N/A	29	28	13	N/A	-54%	-8.0
Property Damage MVC (Non Reportable)		N/A	11	11	2	N/A	-82%	-4.5
TOTAL MVC		N/A	45	39	19	N/A	-51%	-13.0
Roadside Suspension - Alcohol (Prov)		N/A	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		N/A	0	0	0	N/A	N/A	0.0
Provincial Traffic		N/A	355	204	115	N/A	-44%	-120.0
Other Traffic		N/A	3	1	0	N/A	-100%	-1.5
Criminal Code Traffic		2	3	9	2	0%	-78%	0.6
Common Police Activities								
False Alarms		N/A	2	6	1	N/A	-83%	-0.5
False/Abandoned 911 Call and 911 Act		N/A	11	5	15	N/A	200%	2.0
Suspicious Person/Vehicle/Property		N/A	7	22	12	N/A	-45%	2.5
Persons Reported Missing		N/A	0	2	0	N/A	-100%	0.0

Smoky Lake RCMP response to invitation for 2021 community consultation engagement

In February 2021, the Smoky Lake RCMP sought out local comments and/or concerns about policing issues in the geographical areas of the Town and County of Smoky Lake, Villages of Waskatenau, Warspite and Vilna, Edward, Bellis, Spedden and localities within the Smoky Lake County. Normally, a public Town Hall Meeting would have been held but however, due to the state of the COVID-19 pandemic and public gathering restrictions, this was not possible.

For the two week period between Monday February 22nd and Friday March 5th, 2021, community members were asked to submit their input via email or regular mail. After the review of the correspondence received, the top issues and concerns would be published in the communities' web pages, local and social media.

The following issues/concerns were identified and responses as summarized:

Concern #1:

General concerns with respect to response time for call to service.

Response #1:

Calls to services start with a phone call to the police whether it be to the detachment (business hours) or to our 911 dispatch (after hours). Factors to take into consideration on response time are geographic location as Smoky Lake RCMP members are responsible for patrolling the entire county which is over 3400 square kilometers, road and weather conditions, volume and level of urgency of other calls for service that may need be addressed at the time. Detachment members respond by prioritizing these calls in accordance to the reported incident and level of urgency, if there is a criminal act in progress and public safety or persons involved. When a reported incident is in progress, members will continue to gather information while enroute, notify their closest back up for assistance and formulate a plan of action prior to their arrival. Call takers (911 dispatcher) will provide the most relevant and detailed information in order for members to attend, locate and/or arrest a suspect.

After hours complaints are reviewed and dispatched by an on duty supervisor in accordance to the risk to the public, if the criminal act is in progress, details of the reported incident and persons involved. An on call would be dispatched to attend.

Calls for service in our county are often addressed by the Smoky Lake RCMP members. Alberta RCMP had implemented a closest back up program to better serve the communities. While our front line officers are on patrol, dispatch may alert the closest patrol unit to an immediate call for service if they happen to be closest in the area. As an example, a Redwater Traffic or St Paul RCMP member may be the first car to arrive at a location, but the investigation will be taken over and conducted by a Smoky Lake RCMP member upon their arrival. RCMP members conduct regular patrols at all hours, day and night throughout the whole county, as a deterrent to prevent criminal activities. Just because they are not seen does not mean that they are not there.

Smoky Lake detachment members often will attend in person to speak with victims and complainants, when possible, to ensure a thorough investigation is conducted by obtaining statements, gathering evidence and providing resources to better assist the public.

Concern #2:

What citizen based programs are available to better assist the police in property crime.

Response #2:

The Smoky Lake RCMP supports communities in citizen initiated programs such as Citizens on Patrol (COP), Neighborhood Watch and Rural Crime Watch (RCW) that are available in Alberta. Programs such as COP and RCW are well established, organized and have been operating for a long time in our county. Bellis and Vilna has a very successful COP program with greatly enhanced presence in the area. The dedicated volunteers conduct patrols as part of their contribution to reduce crime in their community. RCW is another long standing program that has operated in Smoky Lake County that has helped reduce property crime activities with its large membership and overt presence. Both the Bellis/Vilna COP and Smoky Lake RCW volunteers work hard being the eyes and ears for their rural areas and communities to report suspicious persons, vehicles and activities to the RCMP.

Our detachment would be more than happy to assist hamlet or village residents in setting up such programs in the areas. Please call the detachment for more information on COP and RCW contacts or coordinators if you are interested in starting a program at your location.

Concern #3:

Citizens taking matters in their own hands

Response #3:

Increased rural property crime incidents are frustrating and we understand people are tempted to deal with situations head on. The RCMP does not support private citizens taking the law in their own hands. The police are trained to deal with people and incidents in accordance to the laws for the local municipal, provincial, national and international jurisdictions. When the police attend a call for service, most situations may be addressed in a peaceful manner, but there is the potential things could escalate and risk assessments are re-evaluated. The training, skills and experience of a police officer is extensive which makes them fluid and prepared for different scenarios that could unfold at a moment's notice to take on the risks and ensure public and police safety is met.

Concerns of citizen taking matters in their own hands is not a silent topic as it has been discussed in two open forum meetings held in Vilna and Smoky Lake in 2019 and 2020. The dangerous actions citizens take may could also result in criminal charge consideration to the landowner or parties involved. The law does state a person may use as much force necessary, and the legislation may provide additional protection to the property owners, but property owners must remember they can still be held criminally responsible for their actions.

All citizens (person and property crime victims, landowners, etc) must keep in mind they are held accountable to the same Criminal Code laws that are in place for offenders. It is very important for citizens to understand the same laws that protect them could be also be construed as premeditated. Discussions and directions of this nature is best had with legal counsel or a lawyer to ensure the extent of the law is understood. For most property owners, legal advice should be taken into consideration with reference to Bill 27, the Trespass Statute that was introduced in Alberta in November 2019 and applicable offences in the Criminal Code of Canada.

Smoky Lake RCMP Constable Brett Thiessen advised “RCMP officers undergo training on investigations and legal articulation [justification of all actions including use of force scenarios]. Police are held accountable under the confines of the Criminal Code and will investigate until it is deemed non-criminal; if it is deemed criminal, they are held accountable for their actions. The same holds true for private citizens, if something occurs in an incident, that incident will be fully investigated under the Criminal Code and if it is determined that a criminal act occurred, the person(s) will be held accountable for their actions and be brought before the courts to answer for their actions. No one is above the law.”

“It is important that property owners remember that they can still be held criminally responsible for their actions and they should call law enforcement to deal with trespassers.” - Bill 27, the Trespass Statute (Protecting Law-Abiding Property Owners) Amendment Act, 2019.

If there is ever any questions with respect to this concern, local citizens are encouraged to contact a Smoky Lake RCMP member or to legal counsel to discuss further.

Thank you to the citizens who participated in this “Virtual Town Hall” held in February. I would also like to acknowledge the many individuals who have expressed their appreciation and thanks for the work that the Smoky Lake RCMP Detachment members and staff do every day for the county. We are grateful for the support of our county residents, business owners, council members and local citizen based crime prevention volunteers. Together we can make our community safe.

Please feel free to provide any ideas, input or further concerns by reaching out to Sergeant Chan at Smoky Lake RCMP (by mail) 4312 – 44th Ave, P.O. Box 239, Smoky Lake, AB T0A 3C0 or email KSmokyLakeCommunity@rcmp-grc.gc.ca.

Regards,

Tina Chan, Sgt

Detachment Commander

Smoky Lake RCMP



< Previous

Official launch of the Northern Alberta Bilingual Tourism Network

EDMONTON, Monday, March 29, 2021 – It is with great pride and partner support that the Conseil de développement économique de l'Alberta (CDÉA) is officially launching the Northern Alberta Bilingual Tourism Network today. Thanks to funding from Western Economic Diversification Canada (WD) for its project, *Developing Francophone and Indigenous Tourism Experiences in Northern Alberta*, the Community and Regional Economic Support (CARES) program, and the collaboration of several regional partners, the CDÉA is unveiling the new routes-ab.ca website where visitors can choose from among some 200 attractions in Northern Alberta and use an interactive map to create a personalized itinerary.

The value of such a project for our small and medium-sized tourism businesses at a pivotal moment in the industry is

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 BECOME MEMBER





Incorporated into the tourismealberta.ca digital platform which provides information on the province in French, the

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section dedicated to northern Alberta bilingual tourism routes also offers internet users the opportunity to select a thematic circuit offering a variety of cultural, heritage, agritourism and family experiences, to name just a few. Equipped with this new, entirely bilingual tool, visitors from across the country can now access an infinite combination of points of interest and email their selection or share it on social media. An intuitive experience combining accessibility and autonomy awaits them with just a few clicks.

The CDÉA has been working closely with Paradis Valley Honey in Watino and Healing à la Source in Lac la Biche in collaboration with the ÉCONOMUSÉE Network Society (ENS) to enable these emerging ECONOMUSEUM businesses to develop their service offerings in French and become part of the Network.

- 30 -

This initiative has been a collective endeavour from its earliest stages as evidenced by the current involvement of some thirty regional partners, according to CDÉA Executive Director Étienne Alary. The arrival of this tool is timely, since local tourism will certainly be favoured in the summer of 2021.

Contact :

Nina le'Bric





Download the official document from here. ABOUT PROGRAMS AND SERVICES SECTOR SUPPORT BECOME A MEMBER



29 March 2021 | News

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March 30, 2021

Re: Promotion of the Northern Alberta Bilingual Tourism Network

Dear partner,

The time has come to introduce the Northern Alberta Bilingual Tourism Network (NABTN) to the public. After months of planning the rollout, the Conseil de développement économique de l'Alberta (CDÉA) is proud to unveil the website routes-ab.ca where visitors can choose from among some 200 attractions in Northern Alberta and use an interactive map to create a personalized itinerary.

Incorporated into the tourismealberta.ca digital platform, the section dedicated to northern bilingual tourism routes also offers internet users the opportunity to select a thematic circuit offering a variety of experiences. Equipped with this new, entirely bilingual tool, visitors from across the country can now access an infinite combination of points of interest and email their selection or share it on social media. An intuitive experience combining accessibility and autonomy awaits them with just a few clicks.

We are aligning our efforts to ensure maximum visibility of this regional tourism promotion initiative. Our team has prepared an easy-to-use, custom promotional kit. It contains visuals to incorporate into your website and disseminate widely on your Facebook page and Instagram, Twitter and Pinterest accounts if applicable. We also encourage you to use the hashtags **#explorealberta** and **#bilingualroutes** and include [@TourismeAlberta](https://www.instagram.com/TourismeAlberta) and [@leCDEA](https://www.instagram.com/leCDEA) in reference to the subject.

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We also wish to establish contact with the local media to spread the word and create buzz in nearby markets. We would be happy to have your assistance in contacting the newspapers and radio stations in your area.

The success of a project such as the NABTN essentially relies on the collaboration of all participating partners. We would like to thank you in advance for your promotional efforts and remind you that our team is available to answer any questions. Let us work together in the current circumstances to promote the bilingualism of Northern Alberta and its historical and cultural gems.



Suzanne Prévost
Director, Rural Development and Entrepreneurship
780 573-4516
suzanne.prevost@lecdea.ca

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Kyle Schole

From: Le CDEA <sophie@lecdea.ca>
Sent: March 15, 2021 10:04 AM
To: Kyle Schole
Subject: Launch of NATBN / Lancement du RTBNA



Promotion Kit | Trousse promotionnelle

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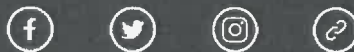


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Our team has prepared an easy-to-use, custom **Promotion Kit**. It contains visuals to incorporate into your Website and disseminate widely on your Facebook page and Instagram, Twitter and Pinterest accounts. Let us work together in the current circumstances to promote the bilingualism of Northern Alberta and its historical and cultural gems!

[Access the promo kit!](#)

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March 31th, 2021

The Honourable Mélanie Joly
Minister of Economic Development and Official Languages
House of Commons
Ottawa (Ontario) K1A 0A6

Dear Minister,

The *Alberta Bilingual Municipalities Association* (ABMA) applauds the publication of your document entitled *English and French: Towards a Substantive Equality of Official Languages in Canada*.

We are pleased to see that this reform document, published in advance of the actual modernization of the *Official Languages Act* (OLA), recognizes the decline of the French language in Canada and announces a firm intention to protect and promote it in order to achieve substantive equality between English and French.

Furthermore, we welcome your clear intention to modernize the OLA by reaffirming and strengthening the federal-municipal partnership. This explicit intention is consistent with the first statement of the Federation of Canadian Municipalities (FCM) Board of Directors' resolution of March 2020. The FCM resolution was subsequently endorsed by several other municipal associations, including the *Association bilingue des municipalités de l'Alberta* (ABMA), the Association of Manitoba Municipalities (AMM), and the *Association francophone des municipalités du Nouveau-Brunswick* (AFMNB). I would like to remind you that this resolution is based on a proposal that was forwarded to FCM in 2018 by the AMBM.

It is our strong hope that the final text of the OLA modernization will ensure that it includes the "implementation of an official languages funding, resource and training program for interested municipalities in order to support and promote the vitality of official-language minority communities", in order to properly enshrine the federal-municipal partnership, as prescribed in the FCM resolution.

Since 2010, the ABMA has been the voice of bilingual municipal leadership in the province of Alberta, representing 17 municipal governments committed to providing services in both

official languages to their population and thus actively contributing to the development of the province's Official Language Minority Communities (OLMCs). The ABMA is also a development consortium led by Alberta's bilingual municipal leadership.

Since the release of your white paper, many Francophone OLMC stakeholders have expressed both praise and satisfaction with the principles published therein. You now have the necessary legitimacy to move quickly towards the drafting of a bill that will thoroughly modernize the OLA.

There is a real urgency to modernize the OLA because Francophone OLMCs have been greatly weakened since the COVID-19 pandemic, threatening them more than ever with linguistic assimilation. Modernizing the OLA will allow you to build the next Action Plan for Official Languages (APOL) by including concrete measures to anchor and nurture a federal-municipal partnership that will strengthen the French fact.

Your white paper mentions that public institutions must be strong but does not commit to concrete actions. Therefore, we recommend that the next APOL include a program to strengthen the capacity of municipalities to deliver services in both official languages.

As the level of government closest to its citizens, the Alberta Bilingual Municipalities Association (ABMA) is a key partner of the federal government in enhancing the vitality of Francophone minorities in our province.

It is well known that municipalities own 60 % of the essential infrastructure that supports the economy and, consequently, the vitality of OLMCs. As it will for the federal government, the ABMA's economic recovery strategy will be based largely on sustainable infrastructure projects that focus on innovation and clean energy. As such, the ABMA-owned EWC will be called upon to play a central role in mobilizing and supporting our members in the deployment of this strategy. The ABMA mobilizes and supports small and medium-sized rural and peri-urban municipalities in implementing best practices in sustainable development, progressive climate action and the creation of a green economy and infrastructure.

In addition, the ABMA applauds your writing that "Canada also has a duty to attract and facilitate Francophone immigration outside of Quebec". Indeed, our members are increasingly playing a key role in the Francophone immigration continuum in Alberta. In particular, we are counting on the imminent creation of the new Municipal Nominee Program (MNP) to plan and

coordinate local Francophone and bilingual immigration, directly linked to the needs of employers, particularly in rural areas. The ABMA will be able to rely on the new OLA to exercise a Francophone lens on the attraction and integration of immigrants in our municipalities, thereby supporting the vitality and development of our Francophone OLMCs.

Finally, in light of your firm intention to establish a new linguistic balance in Canada to reflect the particular situation of French in North America, I would like to suggest that you set up a round table of Francophone and bilingual municipal associations outside Quebec. Such a federal-municipal mechanism would be most strategic and productive in contributing to the development of Francophone minorities in many ways.

There is no doubt that the implementation of a modernized OLA, as well as an explicit APOL on the federal-municipal partnership on official languages, are crucial means of contributing to building strong and resilient communities at a critical time in our history.

I look forward to partnering with you and your government in the implementation of these most significant initiatives for our country's Francophone minorities.



Elisa Brosseau

Présidente, Association bilingue des municipalités de l'Alberta (ABMA)

(780) 573-9846, ebrosseau@town.bonnyville.ab.ca

CC: The Honourable Marco Mendicino, Minister of Immigration, Refugees and Citizenship

The Honourable Catherine McKenna, Minister of Infrastructure and Communities

The Honourable Daniel Vandal, Minister of Northern Affairs

The Honourable Seamus O'Regan Jr., Minister of Natural Resources

The Honourable Jonathan Wilkinson, Minister of Environment & Climate Change



Mr. Terry Duguid, Parliamentary Secretary to the Minister of Economic Development and Official Languages (Western Economic Diversification Canada) and to the Minister of Environment and Climate Change (Canada Water Agency)

Mr. Garth Frizzell, President, Federation of Canadian Municipalities

Mr. Justin Johnson, President, Association of Manitoba Bilingual Municipalities

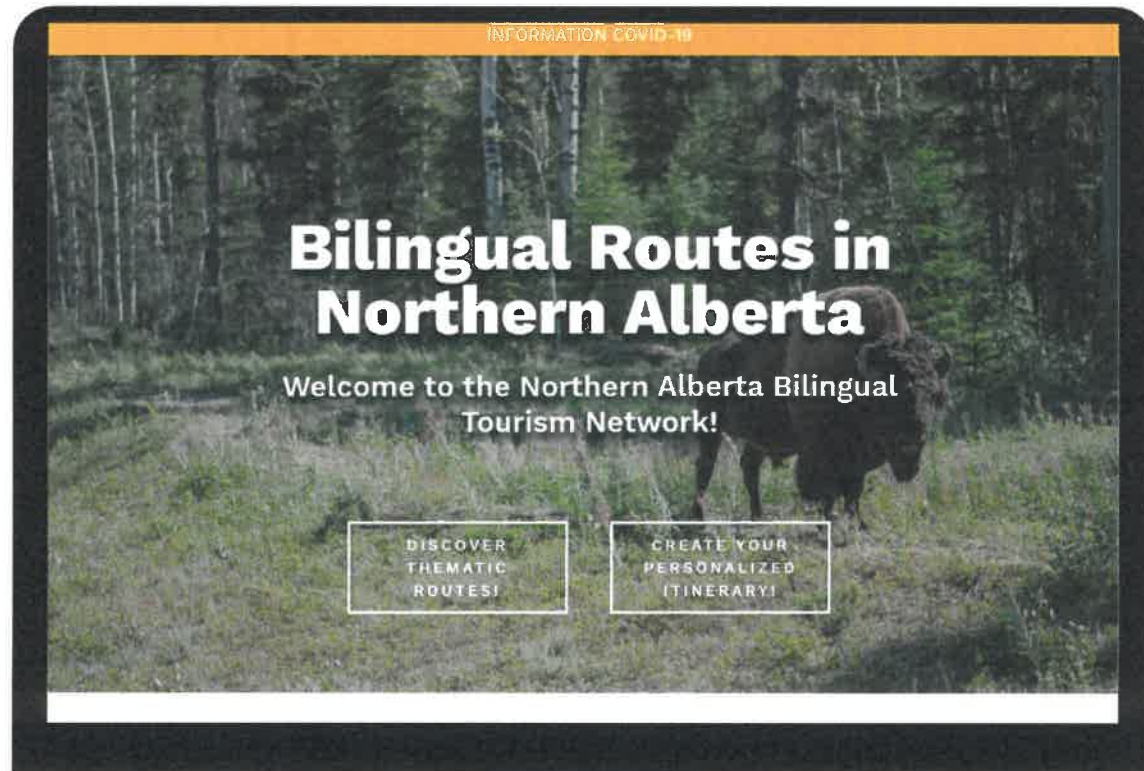
Mr. Kam Blight, President, Association of Manitoba Municipalities

Mr. Jean Johnson, President, Fédération des communautés francophones et acadiennes du Canada

Mr. Michel Soucy, President, Association francophone des municipalités du Nouveau-Brunswick

Mr. Christian Monnin, President, Société de la francophonie manitobaine

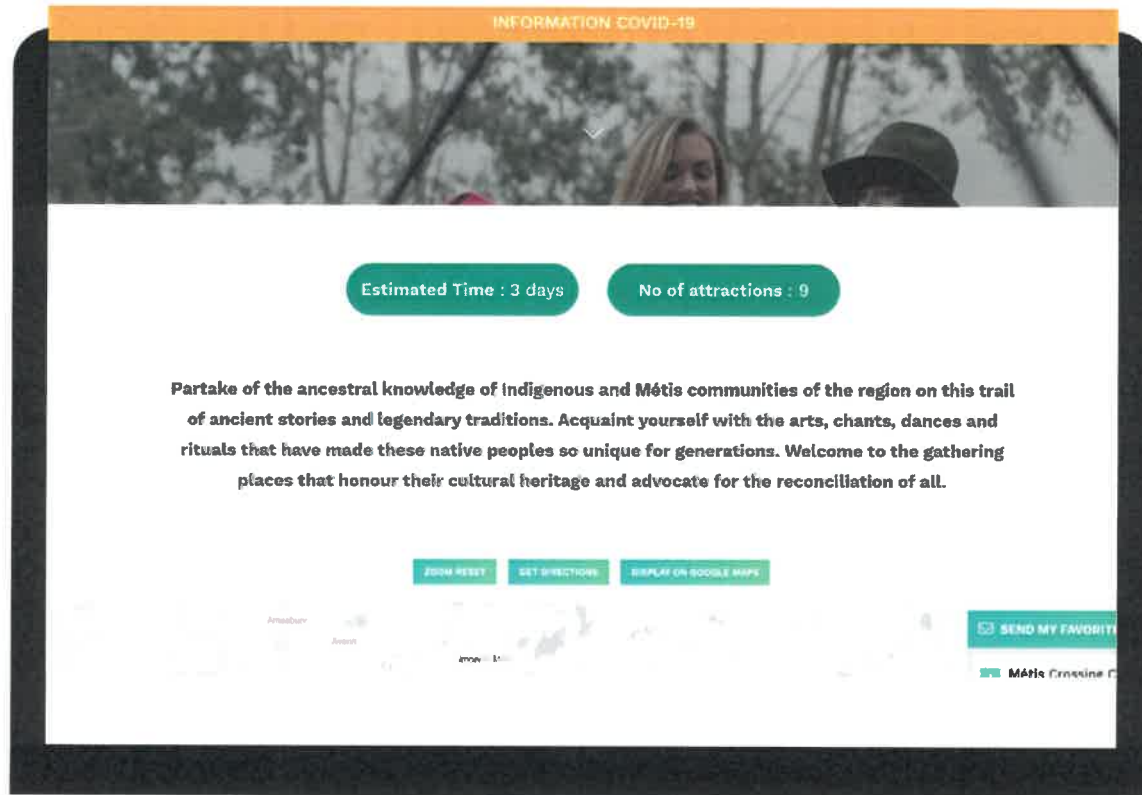
On the home page, visitors will have two options. They can either choose between previously constructed thematic routes or explore all attractions by category and create their own itineraries.



If they choose the first option, they will discover eight (8) circuits with various themes such as Indigenous traditions, regional flavours, arts and crafts, outdoor adventures and early pioneer history.



Clicking on any one of the circuits will provide details such as the estimated time and number of attractions.



More information on each attraction can be found in the introductory paragraphs.

INFORMATION COVID-19



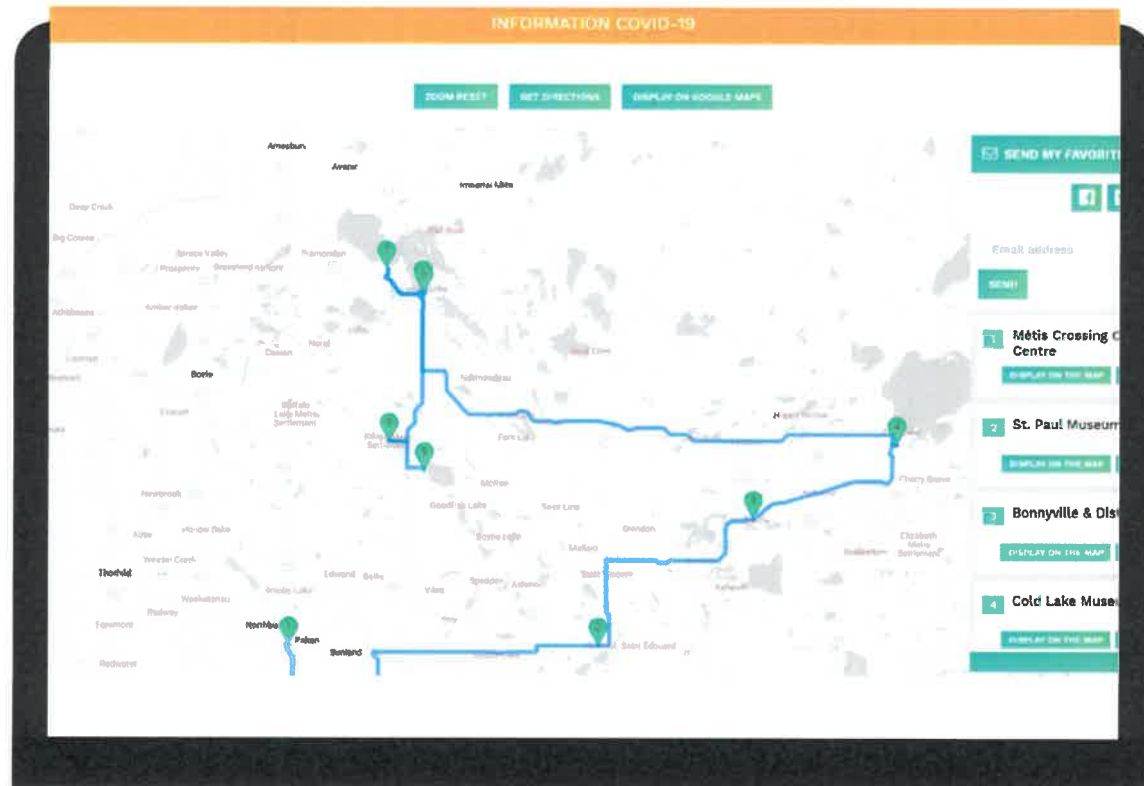
Métis Crossing

Métis Crossing is the first major Métis cultural interpretation site in Alberta. This world-class site celebrates and shares the Métis and Indigenous story thanks to a wide range of activities and cultural experiences. Métis Crossing incorporates traditional crafts and modern materials to create a stunning structure that combines the building style of the fur trade era river lot homes with the functionality of a contemporary place to gather, learn, and celebrate the Métis story.

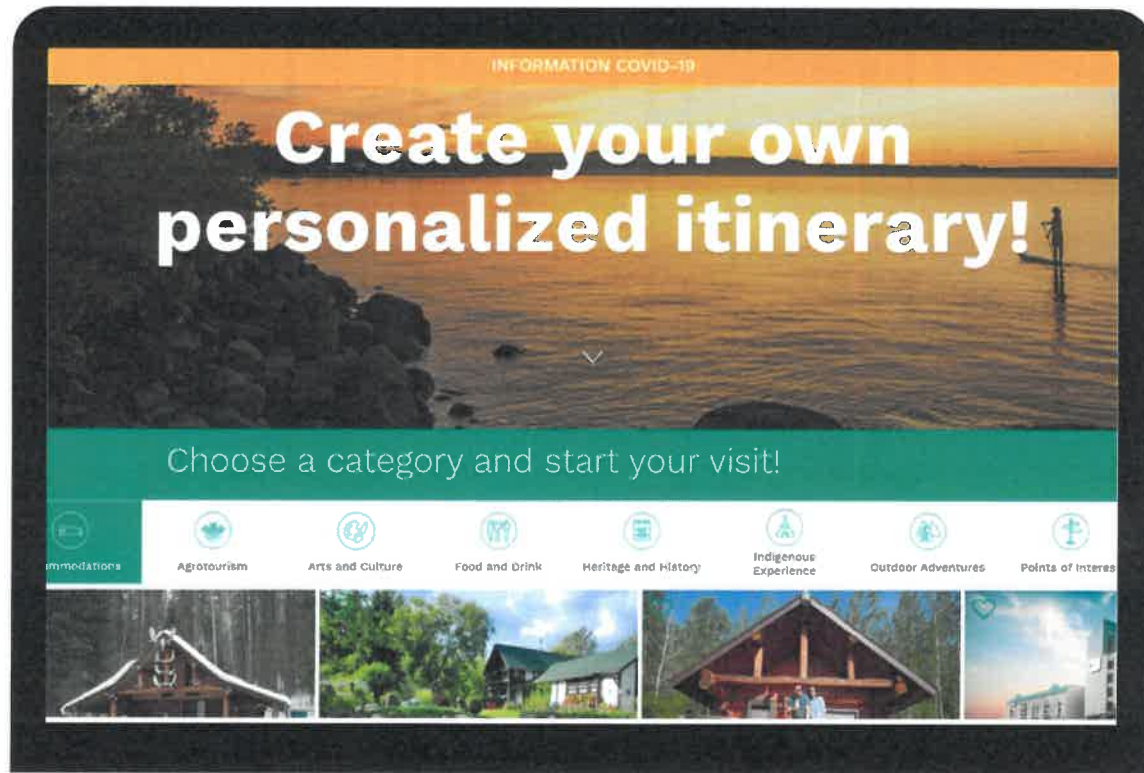
St. Paul Museum

Two Museums in One! First, St. Paul Historical Museum, which tells the rich history of St. Paul. This area was important to Métis groups and fur traders. The important Winnipeg Trail from Winnipeg to Fort Edmonton passed through here; Father Hennepin established a Métis settlement on the shore of the local

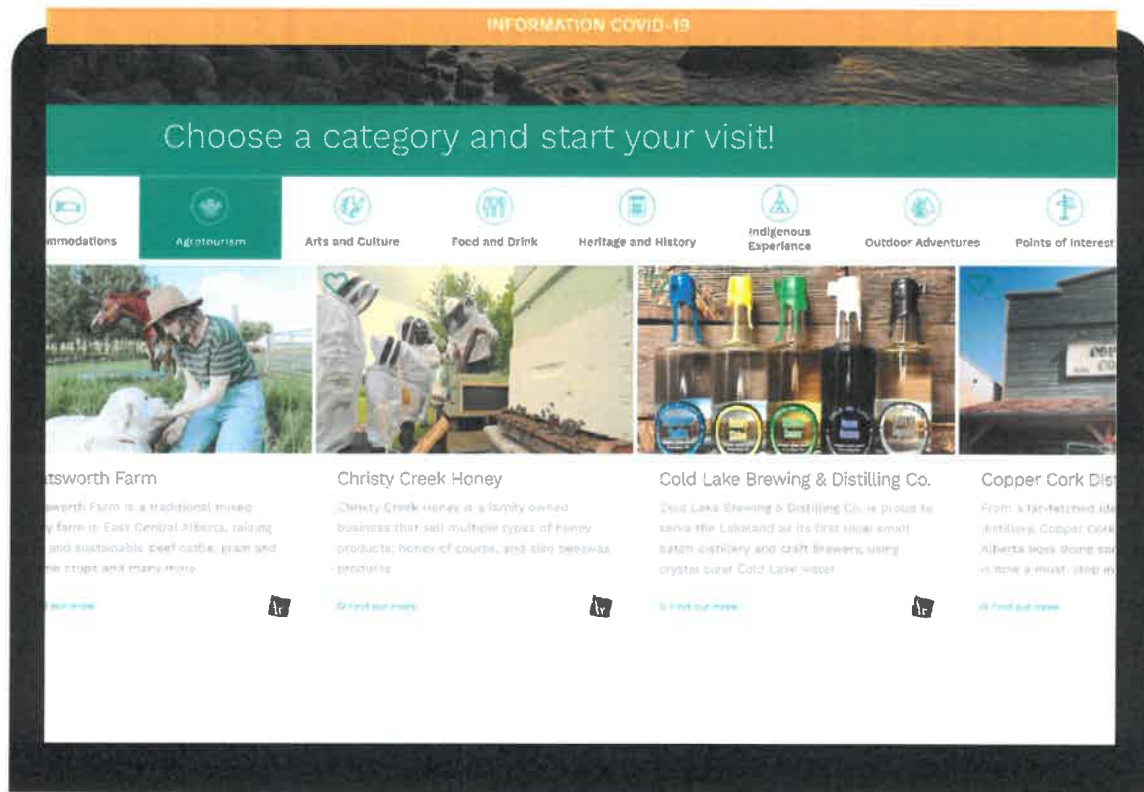
An interactive map will unfold before their eyes so they can visualize the circuit. Attractions are listed on the right. Directions can be obtained directly in the browser and the circuit can be emailed or shared on social media.



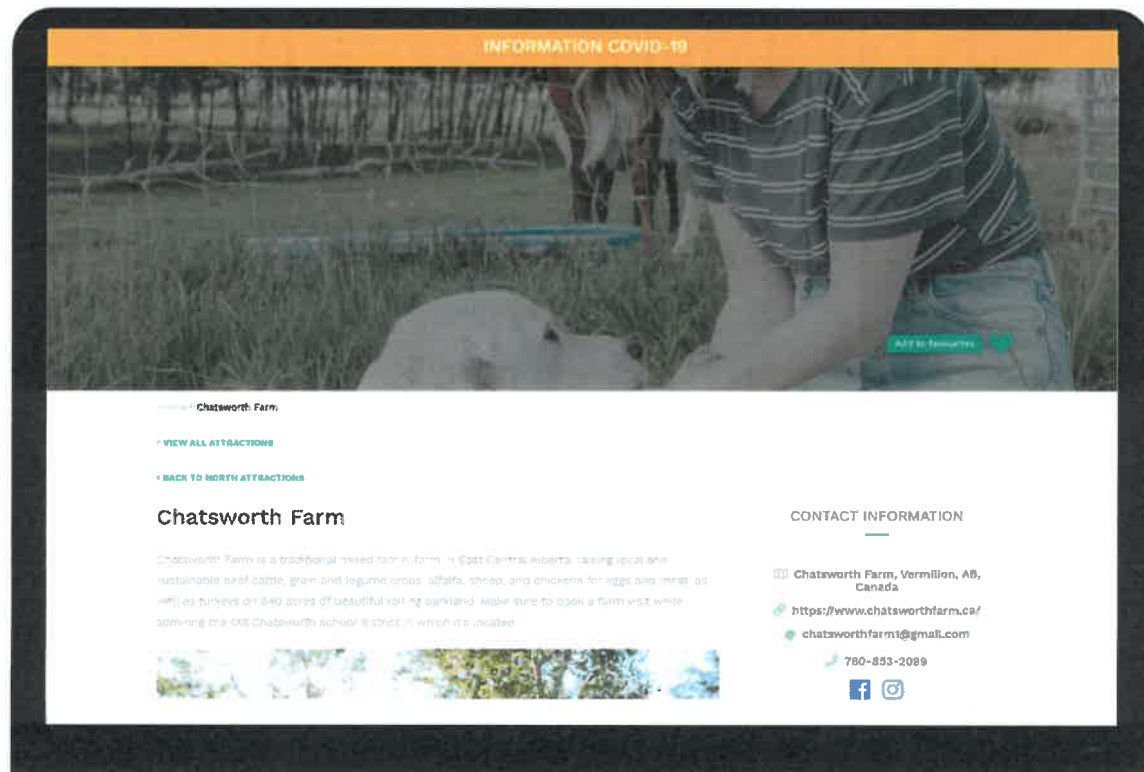
The second option will allow visitors to browse through all attractions by category based on their interests.



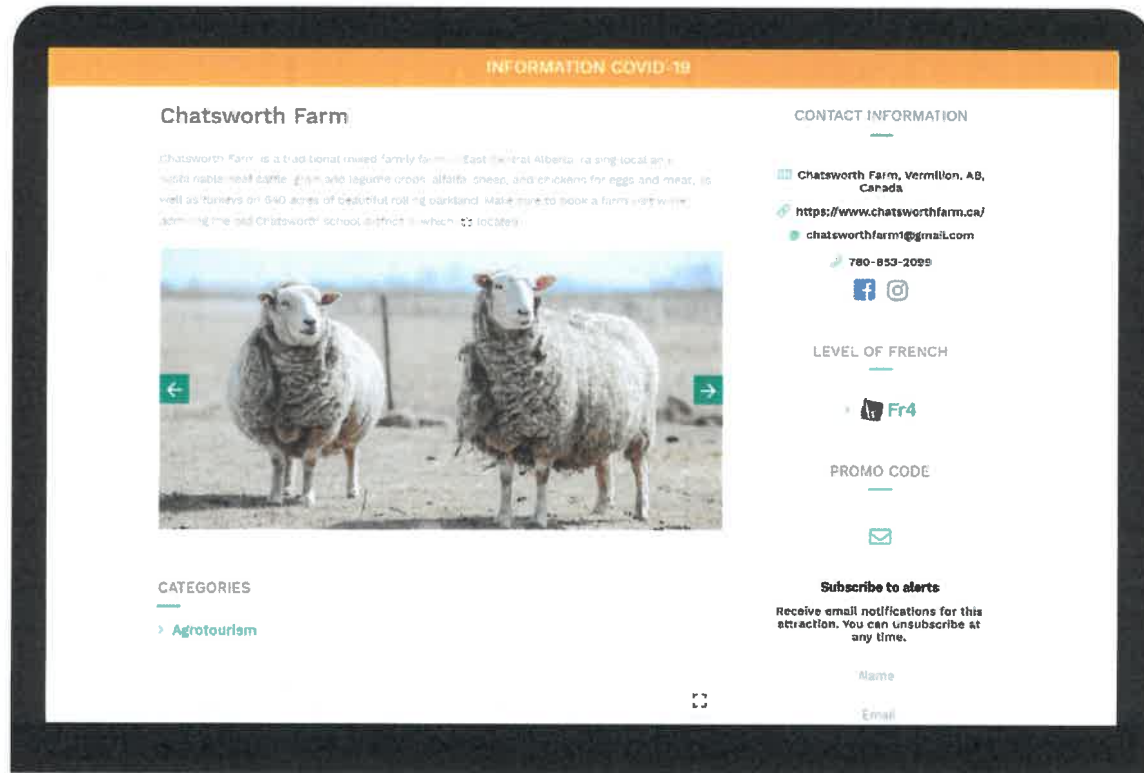
There are nine (9) categories to choose from, including agritourism, heritage, and history and city exploration, as well as over 200 attractions.



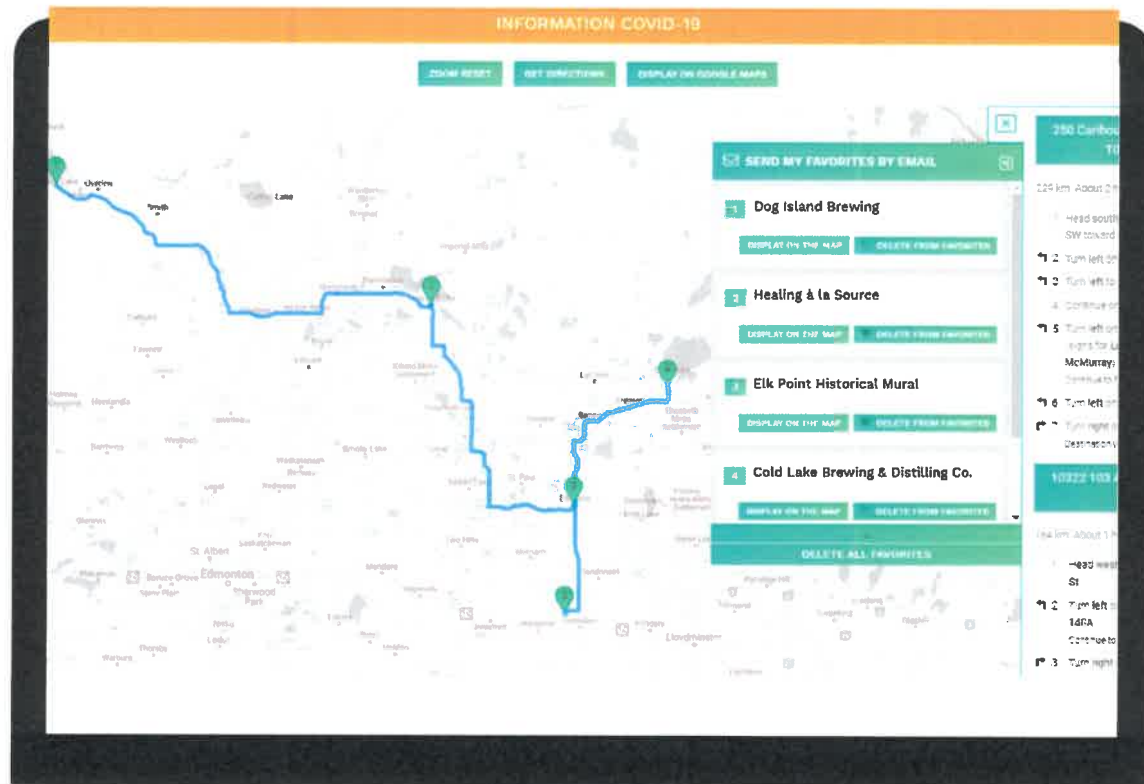
Additional information on the place, such as location and contact information, season of activity and level of French available, can be found by clicking on any one of the attractions.



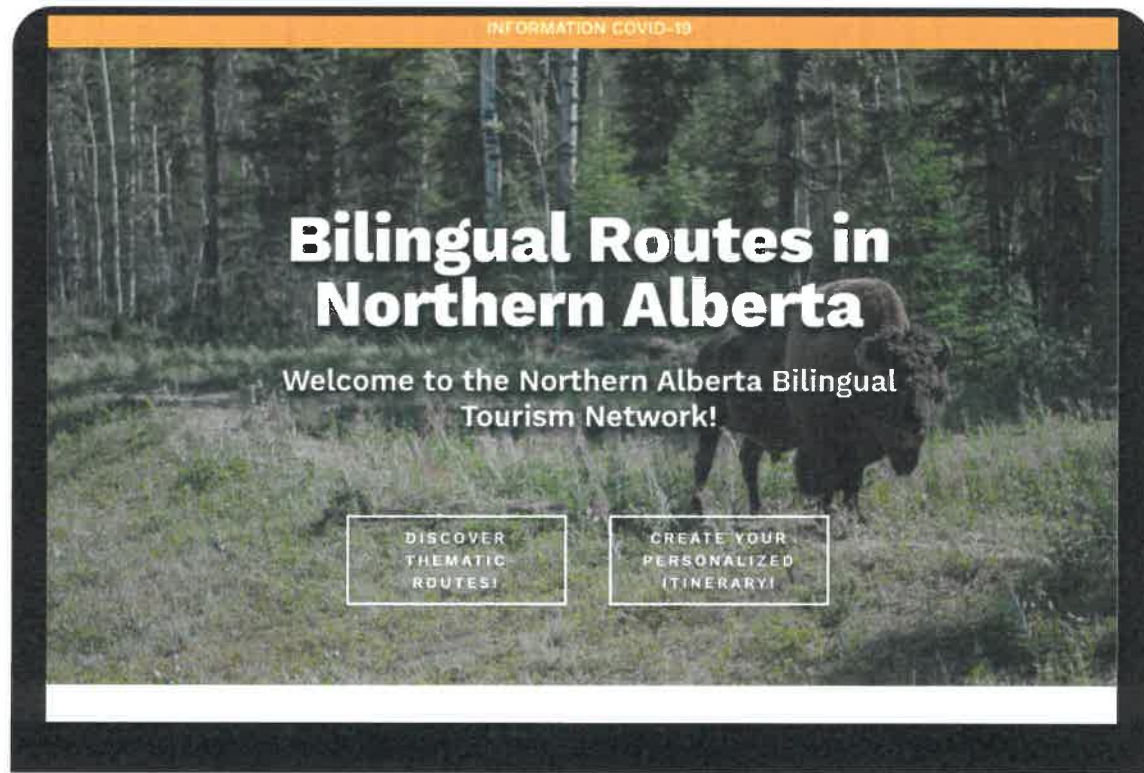
Visitors can also subscribe to alerts to be informed of any special offers.



Clicking on the heart in the lower right corner of the main image will allow visitors to add the attraction to their favourites. After completing the exercise with several attractions, they have only to click on the heart in the upper right corner of the screen to access all their favourites and generate their personalized itineraries.



Visitors can delete or change the geographic order of the attractions listed on the right. They can return to the home page to change their options at any time.





Victoria Home Guard Historical Society
Guard founded:1885 Incorporated:1997

2020 Reports
&
Annual General Meeting

March 8,2021

VICTORIA HOME GUARD HISTORICAL SOCIETY
Annual General Meeting Minutes
Monday, March 09, 2020 at 7:10 p.m.
Smoky Lake County Council Chambers

Present:

Elaine Breadon Peiche
Don Klym
Bill Sadoway

Sharon Phillips
Jason Boykiw
Karen Sadoway

Graham Dalziel
Pat Elaschuk
Robert VanInderstine

Krista Leddy

Regrets:

Henia Martyniuk
Barry Feniak

Leon Boychuk-Hunter
Denis Harris

1.0 Call to Order

President Elaine Breadon Peiche called the meeting to order at 7:10 p.m. and welcomed everyone to the Victoria Home Guard Historical Society Annual Meeting.

2.0 Presentation of the March 09, 2020 Annual Meeting Agenda

Moved by Karen Sadoway that the Agenda be accepted as presented.

Carried

3.0 Dispensing with whereas, therefore and seconders of motions

Moved by Jason Boykiw and that we dispense with the whereas, therefore and seconders to all motions at all meetings.

Carried

4.0 Minutes of the March 11, 2019 Annual General Meeting

Moved by Bill Sadoway that the March 11, 2019 Annual Meeting Minutes be adopted as presented.

Carried

5.0 Presentation of Audited Financial Statement

Treasurer Bill Sadoway reviewed the Audited Financial Statement for the year 2019 with the Board and thanked Barry Feniak and Jason Boykiw for auditing the books.

Moved by Bill Sadoway that the Financial Statement for 2019 be accepted as presented.

Carried

6.0 Membership Fees

Moved by Pat Elaschuk that the membership fees remain at \$10.00 for 2020.

Carried

7.0 Reports (available in the AGM Report)

7.1 Presidents Report – Elaine Breadon Peiche

7.2 Historical Sites (Signage & Maintenance) – Jason Boykiw

7.3 Victoria Trail Tours – Elaine Breadon Peiche

7.4 Oral History – Elaine Breadon Peiche

7.5 Membership – Bill Sadoway

7.6 Newsletter (Victoria Mission) – Sharon Phillips

7.7 Victoria Trail Anthology Project – Graham Dalziel

7.8 RCMP Monument Report Repair

7.9 Victoria Trail Points of Interest – Don Klym

Moved by Robert VanIderstine that Reports 7.1 to 7.9 be accepted as presented.

Carried

7.9 Nomination Committee Report – Pat Elaschuk

Nominating Committee Member Pat Elaschuk presented the following slate of Nominees for approval for the Board of Directors for the Victoria Home Guard Historical Society for 2020:

President – Jason Boykiw

Vice-President – Sharon Phillips

Secretary – Elaine Breadon Peiche

Treasurer – William (Bill) Sadoway

Officer – Graham Dalziel

Officer – Robert Van Iderstine

Officer – Denis Harris

Officer – Barry Feniak

Officer - Don Klym

Associate Officer - Leon Boychuk-Hunter

Associate Officer – Pat Elaschuk

8.0 Election of Officers

President Elaine Breadon Peiche called three (3) times for the position of President. With no further nominations, **Jason Boykiw** was elected as President for 2020.

President Elaine Breadon Peiche passed the Gavel onto newly elected President Jason Boykiw.

President Jason Boykiw called three (3) times for nominations for the position of **Vice-President**. With no further nominations, **Sharon Phillips** was elected Vice-President for 2020.

President Jason Boykiw called three (3) times for nominations for the position of **Secretary**. With no further nominations, **Elaine Breadon Peiche** was elected as Secretary for 2020. Elaine also serves as past president.

President Jason Boykiw called three (3) times for nominations for the position of **Treasurer**. With no further nominations, **Bill Sadoway** was elected as Treasurer for 2020.

President Jason Boykiw called three (3) times for nominations for the positions of **Officers (5)**. With no further nominations, **Graham Dalziel, Barry Feniak, Denis Harris, Don Klym** and **Robert Van Iderstine** were elected as officers for 2020.

President Jason Boykiw called three (3) times for nominations for the position of Associate Officers.

Don Klym nominated Leon Boychuk-Hunter, and Pat Elaschuk as Associate Officers. With no further nominations **Leon Boychuk-Hunter and Pat Elaschuk** were declared Associate Officers for the Victoria Home Guard Historical Society for the year 2020.

9.0 Nominating Committee for 2020

The Nominating Committee consists of three (3) members: one (1) Board member appointed by the President prior to the Annual General Meeting and two (2) members elected at the Annual General Meeting.

9.1 Appointment of Member

President Elaine Breadon Peiche had appointed **Don Klym** to the Nominating Committee for 2021 at the March 2th, 2020 regular meeting.

9.2 Election of Nominating Committee Members for 2021

President Jason Boykiw called three (3) times for nominations for the positions to the Nominating Committee.

Pat Elaschuk and **Bill Sadoway** volunteered for the position there were no other nominations.

The Nominating Committee for 2021 will be Don Klym, Bill Sadoway and Pat Elaschuk. Elaschuk.

10. Election of Auditors for the Fiscal Year 2020

President Jason Boykiw called three (3) times for auditors for the financial records for the Victoria Home Guard Historical Society for 2020. Jason Boykiw volunteered for the position of Auditor. Jason Boykiw nominated Barry Feniak. Since there were no further nominations Jason Boykiw and Barry Feniak were declared auditors for the Victoria Home Guard Historical Society for 2020.

11. Banking and Signing Authorities

11.1 Banking Institution and Signing Authorities

Moved by Don Klym that the Banking Institution be the ATB in Smoky Lake for 2020 and signing authorities for 2020 constitute any two (2) table officers (President, Vice-President, Secretary, Treasurer).

Carried

12. Meeting Dates

12.1 Annual General Meeting – Monday, March 08, 2021

12.2 Regular Meeting Dates – Regular meeting dates: June 01, September 14, December 07, 2020.

13. Adjournment

Moved by Pat Elaschuk that the meeting adjourn (8:35 p.m.)

Fellowship followed with refreshments and snacks.

Pat Elaschuk
Secretary

Financial Statements

Victoria Home Guard Historical Society

P.O. Box 28

Warspite, AB T0A 3N0

Phone: (780) 383-2140

Fax:

Email:

12/31/2020

AUDITORS REPORT

To the Members of:

The Victoria Home Guard Historical Society

We have examined the Balance Sheet of the Victoria Home Guard Historical Society as at December 31, 2020 and the Statement of Revenue and Expenses and Equity and of changes in financial position for the year then ended. Our examination was made using such tests and procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with other non-profit organizations, the Victoria Home Guard derives some of its revenue from the general public in the form of memberships which are not susceptible to complete audit verification. Accordingly, our verification of revenue from this source was limited to accounting for the amounts recorded in the membership records of the Victoria Home Guard.

In our opinion, these financial statements present fairly the financial position of the Victoria Home Guard Historical Society as at December 31, 2020 and results of its operations and the changes in its financial position for the year then ended.

Jason Boykiw, Auditor and Member, Victoria Home Guard Historical Society

(Original signed)

.....

Barry Feniak, Auditor and Member, Victoria Home Guard Historical Society

(Original signed)

.....

Date:.....Feb. 26, 2021.....

Victoria Home Guard Historical Society

BALANCE SHEET
December 31, 2020

ASSETS

CURRENT ASSETS

Cash	\$13,064.25
Accounts Receivable	\$0.00
Inventory (Note 1)	\$650.00
Other Assets (Note 2)	\$1,923.00
Miscellaneous (Note 3)	\$930.00

TOTAL ASSETS **\$16,567.25**

LIABILITIES

CURRENT LIABILITIES

Accounts payable	\$0.00
-------------------------	--------

TOTAL LIABILITIES **\$0.00**

EQUITY

TOTAL EQUITY **\$16,567.25**

Submitted by:
William J. Sadoway, Treasurer

Financial Report

Victoria Home Guard Historical Society

Statement of Revenue and Expenses to December 31, 2020

REVENUE

Membership-2020	\$	450
Membership-2021	\$	640
Donations	\$	3,615
Commodity Sales	\$	30
Accounts Receivable	\$	-

Total Cash Income \$ 4,735

EXPENSES

Administration	\$	295
Annual Meeting	\$	40
"Victoria Mission" production (Newsletter)	\$	253
Red River Cart Site -Development & Maintenance	\$	107
R.C.M.P. Memorial Sculpture	\$	178
Oral History	\$	175
Victoria District National Historic Site (maintenance)		
Membership Expense	\$	97
Ferry Landing Sites	\$	66
Donation Expenses	\$	48
Commodity Purchases	\$	-
Victoria District Interpretive Plaques		

Total Cash Expenses \$ 1,260

Net Cash Income \$ 3,475

CASH FLOW

Beginning Cash Balance	\$	9,589
Net Cash Income	\$	3,475

Ending Cash Balance (Dec. 31/2020) \$ 13,064

W.J. (Bill) Sadoway

Treasurer
Victoria Home Guard Historical Society

Victoria Home Guard Historical Society

Notes to Consolidated Financial Statements-Dec. 31, 2020

Note 1: Inventory

63 Victoria Home Guard Lapel Pins	315.00
18 Victoria Home Guard Medallions	90.00
7 Victoria Settlement Historic Maps	35.00
4 Victoria Settlement Extension Historical Map	20.00
8 Lobstick Settlement Historical Maps	40.00
15 A Veritable Canaan; by Peter Melnycky	150.00

Total \$650.00

Note 2: Other Assets

120 Royal Blue table napkins	240.00
Buchanan Tartan, 1 luncheon cloth, 1 short table runner, 1 long table runner, 12 napkins	88.00
16 Royal Stewart Tartan table runners	160.00
Queen Victoria Tartan, 1 luncheon cloth, 2 table runners, 12 napkins	100.00
175 Port glasses	260.00
Flags; 2 small Union Jacks, 2 small Red Ensign, 2 small Canada	150.00
1 length each, artificial ivy and artificial flowers	80.00
4 nylon lifting slings	140.00
Rubber Maid Containers; 1 large, 1 medium, 3 small	34.00
Photo Album and photos	250.00
26 Decorative Lanterns	191.00
10 Oil Lamps	110.00
4 Table Cloths	100.00
1 Vase	20.00

Total \$1,923.00

Note 3: Miscellaneous-Memorabilia, Pictures, Plaques and Certificates

VHG Banner 32"x115", VHG Ceremonial Gavel, 9 pictorial volumes of Queen Victoria, 1 framed picture of Rev. James A. MacLachlin, 1 framed certificate presented by The Legislative Assembly and Dave Broda at Memorial Sculpture Dedication, 1 framed picture of Queen Elizabeth II, 1 plaque presented by Smoky Lake County at Sculpture dedication, 1 trophy presented at Smoky Lake Heritage Days parade, 1 plaque presented at Pumpkin Days adopt a site scarecrow competition, 1 tri-panel RCMP picture presented by RCMP at Memorial Sculpture dedication, 1 VHG podium banner, 6 scarlet and navy uniforms, picture of Royal Yacht Alberta, 1 VHG Officers Plaque, 1 framed N. Sask. River Elbow print. Framed Historic Map Western Canada, House in the middle of the road Painting

Total \$930.00

President's Report

March 2021

2020 has certainly been noteworthy, not only for the Victoria Home Guard Historical Society but indeed for the entire world. In December of 2019, a virus, labelled COVID-19, was discovered in Wuhan, China. The first reported case in Canada was January 25, 2020. By March 11 the World Health Organization declared it a global pandemic. At the time of writing this report, there have been 111.3 million cases globally with 2.4 million deaths. In Canada, there have been 857 000 cases with 21 845 deaths. In an attempt to limit the spread of this virus, the Government of Alberta instituted a variety of measures including banning indoor and outdoor gatherings. As such, the activities of the Victoria Home Guard have been seriously restricted over the past year. Our quarterly June meeting was cancelled. Our September meeting was delayed by three weeks and held at the Metis Crossing in order to allow our Board to sit the required two meters apart, (another COVID-limiting measure). Our December meeting was cancelled. Our March meeting and AGM were combined in a Virtual Zoom meeting over our computers and phones. There is some light at the end of the tunnel, however. At present there are three vaccines that are approved for preventing the virus so slowly, over the course of Summer 2021, there should be a reduction in the number of cases of this virus. We can only hope that we have turned a corner so that life can return to normal and the Victoria Home Guard may continue to do its work.

Much of 2020 has been spent in public consultations with the Smoky Lake County regarding the creation of a tourism corridor involving the Victoria Trail, the Metis Crossing, the Iron Horse Trail and the communities along this route. The hope is that tourists will travel along this loop, enjoying the natural beauty, and stopping at various sites along the way thus providing an economic boost to the area. One of our objectives is to "preserve" the natural beauty and historical significance of the Victoria District. During these public consultations, the position of the Victoria Home Guard has been made very clear. We would not want to see any future development jeopardize the unique beauty and history of the area. The County has been very receptive to our position and I believe that they realize that protecting the Victoria District is a key component to any future tourist success.

In closing, some words of appreciation are in order. Thank you to Pat Elaschuk who so capably fulfilled the position of Secretary for many years. Thank you to Elaine Breadon Peiche who did an outstanding job as President. Thank you to all Board Members for your hard work and dedication. Thank you to the Smoky Lake County for being partners in preserving the history of the Victoria District. And finally, thank you to our membership for your continued support.

Respectfully submitted,

Jason Boykiw

Maintenance and Signage Report

2020 proved to be another wet year with record rainfalls in May and June. In between storms, various Home Guard Directors along with Smoky Lake County staff worked to keep the numerous sites along the Trail well-maintained. The signs at the Ferry Crossing were beginning to show some black staining that was removed with hot soap and water.

Respectfully Submitted

Jason Boykiw

2020 Victoria Trail Tours March 8,2021 VHGHS Annual Meeting

Due to the Covid19 pandemic guidelines we were unable to have any group tours on the Trail. The Waskatenau United Church 100 Anniversary Trail tour was cancelled. The Victoria Trail tour for the Edmonton Historic Society organized with Leon Boychuk-Hunter was also cancelled. The cancellations were disappointing. I am looking forward to opportunities to guide more groups on the Trail when it is safe to do so.

2020 Oral History March 8, 2021 VHGHS Annual Meeting

We purchased the Express Scribe transcription computer program, foot pedal and ear phones. I learned to use the Express Scribe program and it works very well. I transcribed the Paul Feniak oral history and Betty Prockiw oral history using the Express Scribe program.

Some highlights are Paul's description of watching the Lac Ste Anne Pilgrimage procession, attending Warspite school, drilling a well in the thirties, and farming with horses.

Betty tells about her grandparents, the Hruschaks, immigrating from Ukraine. The Hruschaks settled on the Victoria Trail and were happy with their choice . In their words "The walls do not have ears in Canada". Betty provides a great look at how her grandparents provided food and shelter for their family.

Respectfully submitted by

Elaine Breadon Peiche

Victoria Home Guard Historical Society
Membership
2020

For fiscal year 2020, the Victoria Home Guard membership total was 106.

Your President and Officers of the Guard extend a sincere welcome to all new members and wish to thank the entire membership for your continued support of the work of the Victoria Home Guard Historical Society.

We also wish to express our sincere gratitude for the very generous monetary contributions of our members. Financing our projects is made so much easier when fund raising initiatives are not usually required. Thank you, thank you.

Sadly, as noted in the "*In Memoriam*" section of the Victoria Mission, we are losing a few members annually. It is important that we maintain a strong membership base. Should you personally know of anyone that may be interested in your Society and its' work, please contact your executive for a follow-up.

Respectfully submitted,
William Sadoway
Membership Chair

Victoria Home Guard Historical Society
Newsletter
2020

Issue No. 60 of *Victoria Mission* was published in November, consisting of 12 pages with color photos.

Thank you to the following people for their valuable contributions:

- Noreen Easterbrook for two articles with photos: the Ruthenia School II restoration project and the conservation of a traditional Ukrainian farm house
- Jason Boykiw for his first message from the President
- Dr. Earle Sharam for his Honorary Chaplain's letter
- Kyle Schole for his article and photos on the Victoria District National Historic Site
- Graham Dalziel for submitting an update on the Anthology Project
- Elaine Breadon Peiche for her story about Libbie Lloyd Elsey, with photos
- Leon Boychuk-Hunter for his report on developments at Metis Crossing, with photo and virtual drawing
- Bill Sadoway for submitting the annual list of members who donated to the VHGS, and also for providing sound advice to the editor
- Patti Priest, Smoky Lake County, for printing the newsletter locally

Respectfully submitted,
Sharon Phillips,
Editor

2020 VHGHS Anthology Report

Work continued in 2020 on the VHGHS Anthology Project, albeit at a much slower pace than planned. While we anticipated a Spring or early Summer completion, the onslaught of the Covid-19 pandemic put a major dent in that plan. There was no opportunity for a safe, public launch of the project in 2020. A more realistic launch date will be Summer or Fall of 2021 as long as public health restrictions are lifted or significantly relaxed. The book will be at least 200 pages in a ring-bound eight-and-a-half by eleven inches format. It is a compilation of hundreds of articles and photographs from more than 60 issues of the Victoria Mission, detailing life in the Victoria District from earliest times until the present. There are chapters on the fur trade, the schools, ferries, railways and steamboats. The ever-popular Home Guard dinners are highlighted, and chapters on the honorary captains speak to the tenacity and legacy of the earliest pioneers and settlers. We also appreciate submissions from VHGHS members specifically for this project.

Respectfully submitted,

Elaine Breadon Peiche

Sharon Phillips

Graham Dalziel, Chair

VICTORIA HOME GUARD HISTORICAL SOCIETY

NOMINATING COMMITTEE REPORT

2021 ANNUAL GENERAL MEETING March 8, 2021

Our bylaws specify that the Board be composed of a President, Vice-President, Secretary, Treasurer, Immediate Past President, and 4 Additional Officers for a total of 9 positions. Elaine Braedon Peiche currently serves as Secretary and Past President, therefore, allowing for 5 Additional Officers. I have confirmed that all current Members of the Board are willing to continue in their current positions for the upcoming term as follows:

Table Officers

President – Jason Boykiw

Vice-President – Sharon Philips

Secretary – Elaine Breadon Peiche (Past President – Elaine Breadon Peiche)

Treasurer – Bill Sadoway

Additional Officers

Don Klym

Graham Dalziel

Denis Harris

Robert Van Iderstine

Barry Feniak

Unless there are no further nominations after call from the floor for the above positions, they are elected by acclamation. Associate Officers are not elected, but approved by a Board motion. The following have confirmed to continue in these positions:

Leon Boychuk- Hunter

Pat Elaschuk

Respectfully submitted,

Don Klym

Victoria Home Guard Historical Society

Officers of the Guard

2020 March 10

President

Jason Boykiw

Box 446

Smoky Lake, AB T0A 3C0

Ph:780 656 8800

jboykiw@gmail.com

Vice-President

Sharon Phillips

Box34

Waskatenau, AB T0A 3P0

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sharonphillips@mcsnet.ca

Treasurer

Bill Sadoway

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Ph 780 383 2140

lobstick@telusplanet.net

Secretary/Past President

Elaine Bredon Peiche

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Officer

Grahan Dalziel

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Officer

Robert Van Iderstine

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Officer

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Officer

Barry Feniak

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Officer

Denis Harris

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Associate Officer

Pat Elaschuk

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Ph: 780 656 4377

patelaschuk@mcsnet.ca

Associate Officer

Leon Boychuk-Hunter

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Smoky Lake, AB T0A3C0

Ph:780 656 2229

metiscrossing@metis.org

VICTORIA HOME GUARD HISTORICAL SOCIETY
FOCUS AREAS 2010-2013
December 09 Draft

Mission Statement: To seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations.

Preamble

The Victoria Home Guard Historical Society (VHGHS) has been carrying on activities guided by its mission statement and “standing” goals and objectives over the past few years. The four main goals are:

- Historical Preservation and Restoration.
- Maintenance of Victoria District, Victoria Trail and Historic Sites
- Education, and
- Image

The last review and approval by the Board took place in October 2007. The mission statement and goals/objectives were again reviewed in November 2009 to determine any changes in direction. The conclusion of this review was that the mission statement remain unchanged, but certain aspects of the main goals be emphasized or de-emphasized for the next three year period.

It was concluded that for the first goal, emphasis would be on preservation rather than restoration. The second goal would be de-emphasized, but retained to continue required ongoing activities. The third and fourth goals will be emphasized over the near term. Based on a round-table discussion, the following are being proposed as focal points over the next three years at which time the mission statement and overall plan will be reviewed. The focus areas are supportive of all four goals and not listed in any particular order.

Focus Areas

- Continue annual dinner event to high standards in order to increase society image and historical awareness.
- Offer and conduct custom tours for target groups to increase public awareness of Victoria District's history and heritage.
- Take stock of VHGHS public documents and update, discontinue or develop new ones. New brochure topics include the origin of Home Guard, Bear's Ears Reserve, Elsie's Hill, and national designation. Distribute for most effective public exposure.
- Find ways to increase interest and involvement of young people which includes different approaches in offering scholarships.
- Increase involvement with government authorities regarding land use in the Victoria District to preserve historic landscape features.
- Accelerate the Oral History Program by increasing resources and support.
- In order to attract more public interest in the Victoria District as a national historic site, lobby for improved road condition of the Victoria Trail (eg dust control) and appropriate highway signage.

MISSION AND MASTER PLAN 2007

Victoria Home Guard Historical Society

Mission

To seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations.

Objectives/Goals

1. Historical Preservation and Restoration

(a) Inventory

- Buildings
- Archaeological sites
- Land sites
- Place names
- Eminent historic persons
- Cemeteries
- River Lot survey system
- Photographic documentation
- Flora and fauna

(b) Restore buildings/land sites

(c) Record and preserve oral histories

(d) Collect and preserve artifacts/memorabilia

2. Maintenance of Victoria District, Victoria Trail and Historic Sites

(a) Promote natural state of the Victoria District

(b) Communicate with Smoky Lake and Thorhild Counties re: grass cutting, tree pruning, gravelling, heavy local traffic, signage, dust control, commercial development.

(c) Advocate for recognition of historical value of the Victoria District.

(d) Encourage landowners to identify and preserve any original portions of the Victoria Trail on their land.

3. Education

- (a) Publish newsletter
- (b) Host Annual Guard dinner
- (c) Print publications/brochures
- (d) Erect signage/cairns
- (e) Sponsor school scholarships
- (f) Prepare newspaper articles, publications/brochures
- (g) Communicate with citizens of the municipality and their elected representatives
- (h) Enlist guest speakers
- (i) Display historic photographs
- (j) Promote the national historical designation of the Victoria District.

4. Image

- (a) Provide promotional material
- (b) Host Guard Dinner
- (c) Erect signage
- (d) Participate in specific community activities approved by the board.

***The above-stated Mission and Objectives/Goals were approved by the Board of Directors of the
Victoria Home Guard Historical Society on Monday, March 15, 2004***

Jenna Preston

From: Brian Cheston <b.cheston@shaw.ca>
Sent: April 18, 2021 2:47 PM
To: Jenna Preston
Cc: b.cheston@shaw.ca
Subject: County council meeting - April 29th 2021
Attachments: IMG_0834.jpg; IMG_0500.jpg; IMG_0836.jpg; IMG_0838.jpg; IMG_0839.jpg; IMG_0835.jpg; IMG_0499.jpg; IMG_0502.jpg

**MONS LAKE COMMUNITY ASSOCIATION
EST. 1988**

April 19, 2021

Smoky Lake County
Smoky Lake, Alberta

Attn: County Council

Re: Mons Lake (Sandy Lane Park – playground/beach & boat launch)

Council Members:

Our presentation to the April 29, 2021 Council meeting deals with the ongoing problems at the Sandy Lane beach area and our anticipation that these issues can be corrected soon.

There are three separate items that we are concerned with. (1) The beach and boat launch areas are under continued assault from the natural wave action from the northwest (see attached photos). The beach area is being eroded and now has a two foot drop from the playground area into the water. Jordan Ruegg has been working with Alberta Environment and Parks (AEP) since early 2020 to obtain approval to correct this problem. (2) The playground area consists of grass and our Canada Geese love to feed on it and then leave pounds of droppings. Visitors have to place plastic sheets down in order to cover the feces rather than stepping or sitting in it and then wash the feces off in the lake. (See the 3' x 6' photo). There are at least 30 droppings in that 18 sq. ft. area. The entire area is literally covered in droppings. They create a health concern and a very foul odor. The MLCA propose that the entire grassed area be removed and replaced with sand, similar to the area around the playground equipment, no droppings in that sandy area! If the Geese don't feed there they won't leave their droppings, problem solved! We encourage the County to PLEASE proceed with this prior to the May long weekend. This will not interfere with the lake water and will solve this nasty problem until the Provincial Government provides the approval to create an actual beach area. (3) The boat launch is very, very busy from May until October. (See photo). As you can see it is not useable as is. It needs to be anchored to prevent the waves from dislodging it from the driveway.

Our Councilor, Lorne Halisky has been out to this location within the past week and can provide Council with his findings, first hand.

The MLCA thanks you for your time and consideration and anticipate that we will see some results prior to the busy May long weekend. The provincial Government is promoting our residents to enjoy a 'staycation' this year and we anticipate an influx of county residents to our lake this spring and summer. They should not have to walk on feces to enjoy this area.

Sincerely

Mons Lake Community Association

Brian Cheston

Sandy Lane Park MLCA representative since 1988



















April 20, 2021

Reeve Craig Lukinuk
Smoky Lake County

Sent via email to: clukinuk@smokylakecounty.ab.ca

Re: STIP Allocation

Dear Reeve Lukinuk,

Thank you for your letter dated March 17, 2021 regarding funding for Local Road Bridge Funding and STIP allocations. I understand your concerns about the state of rural Alberta's transportation infrastructure, and I appreciate your comments about the evolution of the equipment using our bridges and roads.

In previous work undertaken by RMA, we learned that rural Alberta's bridge deficit would require \$70 million per year to address. This information is approximately 10 years old, and we are working to understand the current infrastructure deficit.

RMA has continually advocated for STIP funding, highlighting how these funds are used to provide access to Alberta's economic drivers. I appreciate your suggestion on an advocacy approach, and we will continue to advocate for funding for rural transportation projects.

Best Regards,

A handwritten signature in blue ink, appearing to be 'P. McLauchlin', written over a light blue horizontal line.

Paul McLauchlin, President

RESOURCEFUL. RESPONSIVE. RESILIENT.





April 21, 2021

Attention: Gene Sobolewski, CAO
Smoky Lake County
PO Box 310
Smoky Lake, AB
T0A 3C0

VIA: email only, cc to Randy Orichowski, Chair

Dear Gene:

RE: Reject screenings for Smoky Lake Foundation

I am writing to request that the County assist us, if possible.

We are in need of 2 tandem loads of reject screenings from your gravel pit and are asking if Council would consider providing them to us? We require them for a new access we need for the Bar V Nook Designated Supportive Living garbage pick-up area from the alleyway.

As always, we are very grateful for the assistance that the County provides us. Thank you and Council so much for considering our request!!

With warm regards,

Loni Leslie, CAO
Smoky Lake Foundation

k:\correspondence\2021 04 21 request to slc screenings.docx



April 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
March 29, 2021: R23-21 - RMA: Contact Newsletter: March 26, 2021. F						
March 31, 2021: R24-21 - Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) - Senator Doug Black, Q.C, Alberta, dated March 16, 2021/ Jennifer Filip, Chair, Go East Regional Tourism Organization, dated March 18, 2021. A						
				1	2	3
4	5	6	7 R25-21	8	9 R26-21	10
11	12	13	14	15 R27-21 R28-21	16	17
18	19 R29-21	20	21	22	23	24
25	26	27	28	29	30	

Policy Statement: 01-28-01
 Regular County Council Meeting:
 Issue for Information and Information Releases

PROFESSIONAL DEVELOPMENT:
 1.

READING FILE:

R25-21 - Aspen View News Release, dated April 6, 2021 - Re: Design Plans for H.A. Kostash School. F

R26-21 - Aspen View Board Highlights - April 15, 2021. F

R27-21 - Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) - David Gillan, Mayor, North Battleford, dated April 12, 2021. A

R28-21 - Michele Huszar, Program Director, Lakeland Centre for Fetal Alcohol Spectrum Disorder, dated February 1, 2021 - Re: Accomplishments and Achievements of Centre. A

R29-21 - RMA: Contact Newsletter: April 16, 2021. F