

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting
for the purpose of Departmental Operations to be held on
Tuesday, **September 21, 2021** at 9:00 o'clock A.M.
Virtual through Zoom Platform

Meeting ID: 831 8035 7242 Passcode: 611233

<https://us02web.zoom.us/j/83180357242?pwd=VStGbHRBQitOZVBQdjF1MGd0Y2t4UT09>

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:

No minutes.

4. Request for Decision:

1. Capital Purchase – Unit 190 Year-2021 Western Star. ©
2. Capital Purchase – Unit 107 Year-2021 Dump Trailer. ©
3. Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer. ©
4. Enterprise Fleet Management Canada Inc. Leases. ©

5. Issues for Information:

1. Manager Reports

Public Works:

- a. Public Works Manager. ©
 - i. Council Requests Summary: As of September 16, 2021. ©
 - ii. Road Projects. ©
- b. Public Works Road Foreman. *On Leave*
- c. Public Works Shop Foreman. ©

Protective Services:

- d. Peace Officer. *Vacant*
- e. Fire Chief. ©
- f. Safety Officer. ©

Planning and Development:

- g. Planning and Development Manager. ©

Natural Gas:

- h. Natural Gas Manager. ©

Environmental Operations/Parks and Recreation:

- i. Environmental Operations/Parks and Recreation Manager. ©

Agricultural Service Board:

j. Agricultural Service Board. ©

Administration:

k. GIS Technician. *(To be handed out at meeting)*

l. Communications Technician. ©

Recommendation: Accept and file for information.

2. **Training Reports**

No Reports.

3. **Manager Work Plans**

No Work Plans.

6. Correspondence(s):

7. Delegation(s):

8. Executive Session:

Adjournment



REQUEST FOR DECISION		DATE	September 21, 2021	4.1
TOPIC	Capital Purchase – Unit 190 Year-2021 Western Star			
PROPOSAL	<p>BACKGROUND:</p> <p>The Capital Budget was approved by Council on April 28, 2021. Included in the Year-2021 capital budget is the replacement of Unit 190 which was budgeted to be \$355,000.</p> <p>The Public Works Shop Foreman has been in contact with Viking Chives and they have a Western Star 4700 Truck equipped with front plow, 13.7 cu yard U style stainless steel box with chain spreader. 12' moldboard front plow and 9' wing.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> Viking Chives LTD. \$316,000.00 plus tax 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
N/A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Smoky Lake County Policy Statement No. 01-41-01: Asset Management			
BENEFITS	<ul style="list-style-type: none"> ▪ The purchase is in line with the capital equipment replacement plan. 			
DISADVANTAGES	<ul style="list-style-type: none"> ▪ N/A. 			
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Council's discretion. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$355,000.00 _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p>That Smoky Lake County Council approve to purchase a Year-2021, Model Western star 4700, from Edmonton Viking Cives Ltd. as per their quote # 09022021JW, with a price in the amount of \$316,000.00, plus taxes, as of September 2, 2021, for the purpose of replacing Public Works Unit 190, in accordance with the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, within the budgeted amount not to exceed \$355,000.00.</p>				
CHIEF ADMINISTRATIVE OFFICER				



Phone: 587-620-9201
www.vikingcives.com
10500 48 St. SE
Calgary, AB
T2C 2B8

PRICE QUOTATION

QUOTE #: 09022021JW
DATE: September 2, 2021
PROPOSED: Ready to ship
SHIP DATE: Ready to ship
TERMS: Net 30 Days
F.O.B.: Calgary AB.
SALES PERSON: Jason Winsor

TO: Smoky Lake County

ATTN: Mark Fedoretz <mfedoretz@smokylakecounty.ab.ca>

RE: Western Star Cirus Demo Truck

Viking-Cives Ltd. is pleased to supply this price quotation for the following equipment as described:

VCL Steel Rev Plows & Options

VCL36-12-45C Steel Reversible Plow, 12' moldboard w/ 45-degree compression spring full trip moldboard, 36" high, 9' 8" clearing path @ 35° Standard Features:

- 1. Heavy duty tubular push frame, 10-gauge brake formed steel moldboard construction and 100% continuous welds on the moldboard ribs. Perfect for high speed plowing.*
- 2. Power reversing push frame can discharge snow left or right.*
- 3. 3 slotted trip lugs allow the plow to trip when encountering speed bumps and other obstacles.*
- 4. Adjustable trip spring assembly provides safe tripping action in a variety of conditions.*
- 5. Adjustable moldboard angle for enhanced edge efficiency. Shear bolts on moldboard brace protect the plow components and truck.*
- 6. Adjustable push frame shoes.*
 - 7. Grade 70 chain. "*

** 1/2 x 8 x 144" steel cutting edge, center punched*

** 3/4 x 6 x 144" carbide cutting edge (3 pcs 3/4 x 6 x 48"), bull nose*

** Curb Shoe Standard (each)*

** Qty (2) of Carbide moldboard shoe (each)*

** Western Canada style quick attach lug and bar*

** Qty (2) of 36" Plow marker whip, fluorescent orange*

** Rubber snow deflector 1/2" x 12" includes mounting hardware*

** Baril DCC-181 Finish w/ corrosion protection: Medium gloss black (moldboard and push frame)*

Plow Harness & Options

- * *VCL500LM- AB Low Mount Harness includes 1/2" 44w tail plates to suit chassis, plow lift yolk and 4x10 plow lift cylinder.*
- * *Cut O.E.M. front bumper and re-install ends to chassis.*
- * *ABL heated LED plowlights*
- * *Adjustable hood mounted plow lights kit - Aluminum Kit 01902258*
- * *Medium gloss black (wing towers, harness)*

Wing Harness & Options

- VCL125 AHW-R Rear mount wing. Does not include back of cab hydraulic oil tank. Includes front post assembly, mid mount assembly & rear wing post install kit. Specific kit for rear mount (confirm valve selection) Does not include pusharms or moldboard.*
- * *6" sealed beam spotlight with mounting bracket for rear wing*
 - * *Baril DCC-181 Finish w/ corrosion protection: Medium gloss black (wing towers, harness)*

Wing Moldboards & Options

- * *VCL120AHW wing moldboard c/w pusharms. Ultra-heavy-duty panel construction for extreme conditions. Pre-Punched cutting-edge holes for easy blade installation. Moldboard curvature excels at casting snow farther from road.*
- * *1/2x8x108" steel cutting edge center punched*
- * *Baril DCC-181 Finish w/ corrosion protection: Medium gloss black (wing moldboard)*
- * *Single LED end wing clearance light*

Proline Bodies

PL1415LW-II 10.7 cu yd water level capacity (13.7 cu yd w/ 10" sideboards) 8.2 m3 water level capacity (10.5 m3 w/ 10" sideboards)

Standard Features:

1. *U-Style design - continuous roll formed sides with no brakes for optimal material flow to the main conveyor. Specifically designed for sand, salt and aggregate material spreading.*
2. *Self tensioning chain ensures that the chain is functioning properly, and at proper tension.*
3. *Front discharge.*
4. *Double acting tailgate for carrying large items.*
5. *Air tailgate release for easy material dumping*
6. *Body prop dump hinge for operator safety.*
7. *Durable 3/16" corten sides resist material wear & corrosion.*
8. *Right rear Inspection ladder.*
9. *Top lift hoist cylinder.*

Proline Options

- * ***Qty (14) of body ft, Stainless steel 304 SS body lines to have 201 skins, headboard and tailgate 3/16" construction***
- * ***Asphalt door in tailgate (Stainless body)***
- * ***Main conveyor sensor motor in lieu of standard 6 cu. in. w/o adapter cable***
- * ***Red/white 2" reflective tape along body fenders & across bottom tailgate***
- * ***Steel main conveyor cover in lieu of Standard Rubber (LW-II or HW-II bodies)***
- * ***Main Conveyor cover clean out screen to be 'PINNED', not bolt on***
- * ***12" Cab Shield (For LW and HW-II Bodies)***
- * ***Grote "Ultra Blue Seal" - LED body lighting kit c/w license plate lamp, LH and RH 2-1/2" round red LED rear clearance, 6" oval LED back-up, 2 x 6" oval red LED stop/turn/tail, front side 2-1/2" marker lights.***
- * ***Grote high intensity amber rotating mini-bar with cab shield mount bracket***
- * ***One-piece upper red assembly***
- * ***Stainless steel - Gravity hopper mounted directly below main conv discharge with single center spinner.***
****chassis must be clear and useable inside frame rails where chute to be located***
- * ***Spinner clean off/anti coning device***
- * ***Cross conveyor mounted heated 4" square, 3000 lumen, LED floodlight c/w mounting bracket and wiring harness***
center BOC
Mounting location:
- * ***VCL manufactured air tarp kit for 13' & 14' Prolines (less tarp cover) c/w Aluminium tarp arms***
- * ***Mesh tarp cover 12 to 14 ft Prolines***
- * ***PL1415LW galvanized material screen kit***
- * ***Black Hardwood sideboards - Pair***

Hoppers & Options

- * ***Alberta upper red stainless steel frame c/w 2 x LH and RH 4" round red LED stop/turn/tail light, 1 x LH and RH LED back up light, 1 x LH and RH 4" round red LED flashing light and 1 x LH and RH 4" round amber LED flashing light.***

Chassis Options

- * ***Pintle plate and bracing for pintle hooks rated > 30,000# MGTW c/w Baril DCC-181 finish - medium gloss black***
- * ***Holland PH410RA11 with air plunger and 2" tow eyes 100,000 # MGTW.***
- * ***Standard blue and red glad hands (per set)***
- * ***Grote high intensity amber rotating mini-bar w/o pedestal mount***
- * ***Pedestal mount for beacon light: cable tower (BOC hyd. tank)***
- * ***Qty (2) of Rear mounted 6" floodlight for work light or backup light c/w bracket***
- * ***7 pin electric trailer plug***

* *Freight to ship from VCL to Calgary*

Air Electric Hydraulic Controls

- * *Cirus Spreadmart RX 11 sec PVG32 Valve*
- * *Bosch Rexroth Load Sense Pump, 100 cc (A10V100)*
- * *Oil Reservoir: Cirus stainless steel back of cab 75 USGal hydraulic tank stainless steel enclosure, high pressure filter, return manifold block and internal return filter*
- * *Oil Reservoir: Mounting Kit for Back of Cab Hydraulic Tanks*
- * *Standard hydraulic oil*
- * *Cirus high pressure filter ass'y w/10-micron absolute filter*
- * *Sauer Danfoss PVG32 series 1st section c/w inlet and outlet sections*
- * *Qty (11) of Sauer Danfoss PVG32 series Remaining sections per section*
- * *Qty (11) of VCL Standard 2 wire Hydraulic hose and hose ends by number of sections Aeroquip 100R16 2 Wire GH781 with brazen resistant cover*
- * *Stainless steel hydraulic lines - per truck (body/chassis)*
- * *"Spreadmart RX" spreader control w/ 11 section valve, cabling harness and enclosure*
- * *Swivel pedestal cab mount console (no air required)*
- * *Cab floor stiffener plate*
- * *Air solenoid valve to operate tailgate latch*

Western Star 4700 Chassis

* *As per attached specification*

NET SUPPLIED AND INSTALLED.....\$316,000.00 NET CAD

**All Applicable Taxes Extra.
QUOTE VALID FOR 30 DAYS.**

Respectfully Submitted,

**** NOTES FOR THE ABOVE-QUOTED EQUIPMENT ****

- 1) The price and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the home office of the seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of material and all other causes beyond our control. Prices are based on cost and conditions existing on the date of quotation and are subject to changes by the seller before final acceptance.
- 2) Typographical and stenographic errors are subject to correction.
- 3) Conditions not specifically stated herein shall be governed by the established trade customs. Terms inconsistent with those stated herein which may appear on purchaser's final order will not be binding on the Seller.
- 4) Quote prices do not include alteration or relocation of exhaust, battery box, air dryer, or fuel tank.
- 5) Customer to ensure chassis to be supplied is suitable for installation & operation of equipment quoted. Any possible required chassis modifications are not included in quoted price.
- 6) Copy of chassis specifications with codes is to be provided to Viking in order to complete review of chassis specifications & completion of installation layout drawing to confirm required CA to accommodate installation. Please ensure that all relevant chassis builds codes that are required and/or recommended are provided on chassis when landed at VCL.
- 7) Any chassis modifications that may be required to accommodate installation of equipment quoted is NOT included in quoted price.
- 8) Quoted delivery time: The above-quoted delivery time is the best known at time of tender call and is subject to change based upon shop loading at time of chassis arrival to VCL.
- 9) Additional charges are applicable if any modifications in lighting/wiring connections are required. Fully powered chassis OEM plow light connections are required. Electrical connections, body builders plug in's etc., to be provided with chassis, back of cab or inside, to allow installation of auxiliary lighting and electrical connections, high amp system required.
- 10) Road Speed: Provision for spreader control system to pick up road speed is required.



REQUEST FOR DECISION		DATE	September 21, 2021	4.2
TOPIC	Capital Purchase – Unit 107 Year-2021 Dump Trailer			
PROPOSAL	<p>BACKGROUND:</p> <p>The Capital Budget was approved by Council on April 28, 2021. Included in the Year-2021 capital budget is the replacement of Unit 107 which was budgeted to be \$17,000.</p> <p>The Shop Foreman has been in contact with SWS trailers and Capital trailers to purchase a new tandem axle dump trailer for public works.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 1. SWS trailers \$21,215.00 plus tax 2. Capital trailer \$15,500.00 plus tax 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
N/A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Smoky Lake County Policy Statement No. 01-41-01: Asset Management			
BENEFITS	<ul style="list-style-type: none"> ▪ The purchase is in line with the capital equipment replacement plan. 			
DISADVANTAGES	<ul style="list-style-type: none"> ▪ N/A. 			
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Council's discretion. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$17,000.00 _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p>That Smoky Lake County Council approve to purchase a 2021 tandem axle dump trailer from Capital Trailer as described in their email quote, with a price in the amount of \$15,500.00 plus tax, as of September 9, 2021, for the purpose of replacing Public Works Unit 107, in accordance with the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, within the budgeted amount not to exceed \$17,000.00.</p>				
CHIEF ADMINISTRATIVE OFFICER				

Capital Trailers Inc.

11827 24 Street N.E.
Edmonton, Alberta T6S 1B5

Estimate

Date	Estimate #
2021-09-09	32

Name / Address
Smoky Lake County 4612 Mcdougall Drive Smoky Lake, AB T0A 3C0 780-656-3730

Project

Description	Qty	Rate	Total
2021 Double A 83" x 14FT DumpBox Trailer (14000lb GVW) Model#LP147-14 VIN#2DADC327XMT022770	1	14,995.00	14,995.00
Alberta Gov. Mandated Tire Levy per tire	5	4.00	20.00
GST on sales		5.00%	750.75
Total			\$15,765.75



REQUEST FOR DECISION		DATE	September 21, 2021	4.3
TOPIC	Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer			
PROPOSAL	<p>BACKGROUND:</p> <p>The Capital Budget was approved by Council on April 28, 2021. Included in the Year-2021 capital budget is the replacement of Unit 196 which was budgeted to be \$65,000.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> 2021 Cross Country tridem belly dump Design \$65,500.00 plus tax. 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
N/A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Smoky Lake County Policy Statement No. 01-41-01: Asset Management			
BENEFITS	<ul style="list-style-type: none"> The purchase is in line with the capital equipment replacement plan. 			
DISADVANTAGES	<ul style="list-style-type: none"> N/A. 			
ALTERNATIVES	<ul style="list-style-type: none"> Council's discretion. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$65,000.00 _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p>That Smoky Lake County Council approve to exceed the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, for the replacement of Public Works Unit 196 in the budgeted amount of \$65,000.00, to purchase a Year-2021 Cross Country Belly Dump trailer, from Gerry's Trailer Sales Ltd. as per their email quote with a price in the amount of \$65,500.00, plus taxes, as of September 8 2021.</p>				
CHIEF ADMINISTRATIVE OFFICER				



Bill of Sale

MAILING ADDRESS:Box 11201
Edmonton, Alberta T5J 3K5**YARD ADDRESS:**15750 - 126 Avenue
Edmonton, Alberta T5V 1G1**PHONE: (780) 447 - 2237 FAX: (780) 447 - 2515**

The undersigned Vendor sells and the undersigned Purchaser (which means all purchasers jointly and severally) purchases and covenants to pay for, subject to the terms and conditions hereof, the following PROPERTY receipt of which in good order and condition is hereby acknowledged by the Purchaser namely:

PURCHASER'S NAME _____ COUNTY OF SMOKY LAKE NO.13 _____ Phone _____

Mail Address (use block letters) _____ BOX 310 SMOKY LAKE AB TOA 3C0 _____

QTY	NEW OR USED	MODEL	TRADE NAME	SERIAL NUMBER	CASH PRICE PER UNIT
1	NEW	BD	CROSS COUNTRY	TBD	\$65,500

DESCRIPTION

(1) NEW 2022 CROSS COUNTRY TRIDEM BELLY DUMP TRAILER. CLOSE UNDER LOAD GATES. MANUAL FLIP TARP. 11R24.5TIRES. STEEL RIMS. PAINTED WHITE WITH BLACK BOARD. MUDFLAP PACKAGE.

QUOTE VALID UNTIL SEPT.24/2021.

DESCRIPTION OF TRADE IN			
		TOTAL CASH DELIVERED PRICE	\$ 65,500.00
		ADD TIRE TAX: # OF TIRES 12	\$ 108.00
		ADD: 5% GST- 102009321RT001	\$ 3,280.40
		TOTAL PRICE	\$ 68,888.40
SERIAL #		LESS: CASH DOWN PAYMENT	
PLACE OF DELIVERY F.O.B. VENDOR'S PLANT		LESS: NET TRADE-IN	
TRADE-IN ALLOWANCE	\$ -	BALANCE OF CASH PRICE	\$ 68,888.40
PLUS 5% GST	\$ -		
Less amount owing to -	\$ -		
NET TRADE IN ALLOWANCE	\$ -		

The unpaid balance is payable in cash on delivery of the property. If the Vendor agrees that the unpaid balance need not be paid at the time of delivery of the property the unpaid balance together with the foregoing finance charge shall be paid as follows: In _____ installment(s) \$ _____ and _____ installment(s) of \$ _____ each, payable on the same day of each successive month, and commencing one month from the date hereof, OR commencing on _____ day of _____ 20 _____

THIS ORDER is given and accepted subject to all the terms and conditions printed on the back hereof, and is not binding on the Vendor until accepted by one of its officers. Purchaser acknowledges having received a true copy of this agreement at time of signing.

Date _____ Edmonton _____ AB _____ this _____ day of _____ 20 _____
 City or Town Province

VENDORS SIGNING AREA

Submitted by _____
 Salesman

Accepted by _____

PURCHASER'S AND WITNESSES' SIGNING AREA

Purchaser(s) sign below in ink

 Purchaser's Corporate Name- if individual(s) print names(s)

Signatures _____
 and titles By _____
 of _____
 authorized By _____
 officials

Witness to purchaser's signature (salesman) _____



REQUEST FOR DECISION		DATE	September 21, 2021	4.4
TOPIC	Enterprise Fleet Management Canada Inc. Leases			
PROPOSAL	<p>BACKGROUND:</p> <p>January 28, 2021, Council Meeting Motion #315-21: That Smoky Lake County Council authorize Administration to engage Enterprise Fleet Management Canada Inc., in a timely manner to take advantage of the best pricing available for the purpose of adding four (4) Year-2021 Public Works fleet vehicle units, through an open-end lease agreement.</p> <p style="text-align: center;"><i>February 3, 2021, Enterprise Fleet Management Canada Inc. Agreement Executed</i></p> <p>April 28, 2021, Budget Meeting Motion #663-21: That Smoky Lake County Council approve the amended Year-2021 to Year-2025 Five-Year Capital Project Budget of expenditures in the amounts of: \$3,708,713 for Year-2021, \$3,797,540 for Year-2022, \$4,082,751 for Year-2023, \$3,425,179 for Year-2024, and \$1,634,785 for Year-2025.</p> <p style="text-align: center;"><i>The approved Capital Budget amounts include: 2021 Vehicle Replacement in the amount of \$448,000 2022 Vehicle Replacement in the amount of \$370,000</i></p> <p>February 3, 2021 Open End Equity Leases Executed for: 2021 Chevrolet Silverado LT 4x4 Crew Cab 5.75 ft bx 147.4 in WB – Unit 101B 2021 GMC Sierra 3500HD Base 4x4 Crew Cab 6.75 ft. box 158.9 in. WB SRW – Unit 204A 2021 Chevrolet Silverado LT 4x4 Crew Cab 5.75 ft. box 147.4 in. WB – Unit 226A</p> <p>PROPOSAL:</p> <p>In order to receive optimal pricing for Year-2022 County fleet vehicles, Administration needs to engage Enterprise Fleet Management Canada Inc., in a timely manner to take advantage of the market pricing available. Attached are two Enterprise Fleet Management Canada Inc. open-end (equity) lease agreement proposals for the following:</p> <ol style="list-style-type: none"> 1. 2022 GMC Sierra SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB SRW, for Public Works Department– Quote #5910166, Dated September 21, 2021. © 2. 2022 GMC Sierra SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB SRW, for Environment and Parks Department– Quote #5910166, Dated September 21, 2021. © 3. 2022 GMC Sierra SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB SRW, for Environment and Parks Department– Quote #5910166, Dated September 21, 2021. © <p style="text-align: center;">The Estimated arrival date of the two vehicles would be June 2022.</p>			

REQUEST FOR DECISION		DATE	September 21, 2021	4.4
TOPIC	Enterprise Fleet Management Canada Inc. Leases			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Smoky Lake County Policy Statement No. 01-41-01: Asset Management			
BENEFITS	<ul style="list-style-type: none"> ▪ The purchase is in line with the capital equipment replacement plan. 			
DISADVANTAGES	<ul style="list-style-type: none"> ▪ Unbudgeted expense. 			
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Council's discretion. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	_____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<ol style="list-style-type: none"> 1. That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 101B 2. That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 226a 3. That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5910166, Dated September 21 2021, for a Year-2022 GMC Sierra SLE 4x4 Crew Cab 5.75ft. 147.5 in. WB SRW, to replace Public Works Department Unit 239 				
CHIEF ADMINISTRATIVE OFFICER				



Prepared For: Smoky Lake County
Kully, Dave

Date 09/15/2021
AE/AM AS/SAD

Unit #

Year 2021 Make GMC Model Sierra 1500

Series SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB

Vehicle Order Type Ordered Term 12 Province/State AB Customer# 591923

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Table with Order Information: Driver Name, Exterior Color (0 P) Pacific Blue Metallic, Interior Color (0 I) Jet Black w/Cloth Seat Trim, Lic. Plate Type Government, GVWR 0

Main pricing table with columns for amount and description. Includes items like Capitalized Price of Vehicle, Sales Tax, License Fee, Registration Fee, Capitalized Price Reduction, Tax on Capitalized Price Reduction, Gain Applied From Prior Unit, Tax on Gain On Prior, Security Deposit, Tax on Incentive, Total Capitalized Amount, Depreciation Reserve, Monthly Lease Charge, Total Monthly Rental Excluding Additional Services, Additional Fleet Management, Commercial Automobile Liability, Physical Damage Management, Full Maintenance Program, Additional Services SubTotal, GST, Total Monthly Rental Including Additional Services, Reduced Book Value at 12 Months, Service Charge Due at Lease Termination.

Quote based on estimated annual kilometres of 20,000
(Current market and vehicle conditions may also affect value of vehicle)
(Quote is Subject to Customer's Credit Approval)
Notes

Enterprise Fleet Management Canada, Inc., is the owner of the vehicle covered by this Quote.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement and agrees that Lessor shall have the right to collect damages in the event Lessee fails or refuses to accept delivery of the ordered vehicle. Lessee certifies that it intends that more than 50% of the use of the vehicle is to be in a trade or business of the Lessee.

LESSEE Smoky Lake County

BY TITLE DATE

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

1 Capitalized Price of Vehicle May be Adjusted to Reflect Final Manufacturer's Invoice. Lessee Hereby Assigns to Lessor any Manufacturer Rebates And/Or Manufacturer Incentives Intended for the Lessee, Which Rebates And/Or Incentives Have Been Used By Lessor to Reduce the Capitalized Price of the Vehicle.

2 Monthly Lease Charge Will Be Adjusted to Reflect the Interest Rate on the Delivery Date (Subject to a Floor).

3 The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management Canada, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management Canada, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management Canada, Inc.

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Floor Mat - Equipment	B	\$ 147.97
Mud Flaps - Equipment	B	\$ 516.00
Floor Mat - Install	B	\$ 107.60
Spray In Bedliner	B	\$ 500.00
Mud Flaps - Install	B	\$ 140.00
Total Aftermarket Equipment Billed		\$ 1,411.57
Total Aftermarket Equipment Capitalized		\$ 0.00
Aftermarket Equipment Total		\$ 1,411.57

Other Totals

Description	(B)illed or (C)apped	Price
Initial Administration Fee	B	\$ 325.00
AMVIC Fee	B	\$ 6.25
PPSA Fee	B	\$ 40.00
Fuel	B	\$ 150.00
Tire Tx	B	\$ 20.00
Courtesy Delivery Fee	C	\$ 0.00
Total Other Charges Billed		\$ 541.25
Total Other Charges Capitalized		\$ 0.00
Other Charges Total		\$ 541.25



VEHICLE INFORMATION:

2021 GMC Sierra 1500 SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB - CA

Series ID: TK10543

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$ 47,256.00	\$ 52,448.00
Total Options	\$ 216.00	\$ 230.00
Destination Charge	\$ 1,950.00	\$ 1,950.00
Total Price	\$ 49,422.00	\$ 54,628.00

SELECTED COLOR:

Exterior: GA0 - (0 P) Pacific Blue Metallic
 Interior: H0U - (0 I) Jet Black w/Cloth Seat Trim

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
3SA	Preferred Equipment Group 3SA	NC	NC
ACCESS	GMC Connected Access Capable	Included	Included
AE7	Front 40/20/40 Split-Bench Seat (Fleet)	Included	Included
AED	Power Front Windows w/Passenger Express Down	Included	Included
AEQ	Power Rear Windows w/Express Down	Included	Included
AKO	Deep-Tinted Glass	Included	Included
AU3	Power Door Locks	Included	Included
AXG	Power Front Windows w/Driver Express Up/Down	Included	Included
B30	Colour-Keyed Carpeting Floor Covering	Included	Included
B32	Front Rubberized-Vinyl Floor Mats	Included	Included
B33	Rear Rubberized-Vinyl Floor Mats	Included	Included
B59	Remote Start Package	\$ 291.00	\$ 330.00
C49_	Electric Rear-Window Defogger w/RG4	Included	Included
C5W	GVWR: 7,000 lbs (3,175 kg)	Included	Included
COMP	Compass	Included	Included
CTT	Hitch Guidance	Included	Included
EXT	Excise Tax	\$ 100.00	\$ 100.00
G80	Auto-Locking Rear Differential	Included	Included
GA0_01	(0 P) Pacific Blue Metallic	\$ 436.00	\$ 495.00
GRILLE	Chrome Grille	Included	Included
GU6_	3.42 Rear Axle Ratio	Included	Included
H0U_01	(0 I) Jet Black w/Cloth Seat Trim	NC	NC
IOR	Radio: GMC Infotainment Audio System	Included	Included
K05	Engine Block Heater	\$ 172.00	\$ 195.00
KC9	120-Volt Bed Mounted Power Outlet	Included	Included
KI4	120-Volt Instrument Panel Power Outlet (Fleet)	Included	Included
KW5	220 Amp Alternator	Included	Included
L3B	Engine: 2.7L Turbo	Included	Included
MQE	Transmission: 8-Speed Automatic	Included	Included
NP0	Single Speed Transfer Case	Included	Included
NZZ	Skid Plates	\$ 172.00	\$ 195.00
PAINT	Solid Paint	STD	STD
PDU	Kodiak	Included	Included
Q5U	Wheels: 17" x 8" Bright Silver Painted Aluminum	Included	Included
QBN	Tires: 255/70R17 AS BW	Included	Included
R7C_	2.7L Turbo Engine Credit	\$ -880.00	\$ -1,000.00
RG4	Fleet Delete Base Content Package	\$ -1,769.00	\$ -2,010.00
STDSU	Heavy Duty Suspension	Included	Included

STDTM	Cloth Seat Trim	Included	Included
U2K	SiriusXM	Included	Included
UE1	OnStar & GMC Connected Services Capable	Included	Included
UK3	Steering Wheel Audio Controls	Included	Included
UQF	6-Speaker Audio System Feature	Included	Included
V76	Front Frame-Mounted Black Recovery Hooks	Included	Included
VV4	4G LTE Wi-Fi Hotspot Capable	Included	Included
WPF	Fleet Comfort Package	\$ 1,694.00	\$ 1,925.00
Z82	Trailer Package	Included	Included

STANDARD EQUIPMENT:

Body Exterior Features:

Number Of Doors 4
Rear Cargo Door Type: MultiPro Tailgate tailgate
Driver And Passenger Mirror: power remote heated manual folding side-view door mirrors
Skid Plates: skid plates
Door Handles: body-coloured
Front And Rear Bumpers: chrome front and rear bumpers with black rub strip
Rear Step Bumper: rear step bumper
Front Tow Hooks: 2 front tow hooks
Box Style: regular
Body Material: galvanized steel/aluminum body material
: class IV trailering with harness, hitch
Fender Flares: black fender flares
Grille: chrome grille

Convenience Features:

Air Conditioning automatic dual-zone front air conditioning
Console Ducts: console ducts
Cruise Control: cruise control with steering wheel controls
Power Windows: power windows with front and rear 1-touch down
Remote Keyless Entry: keyfob (all doors) remote keyless entry
Illuminated Entry: illuminated entry
Integrated Key Remote: integrated key/remote
Auto Locking: auto-locking doors
Passive Entry: proximity key
Trunk FOB Controls: keyfob trunk/hatch/door release
Window FOB Controls: remote window controls
Remote Engine Start: remote engine start - keyfob
Steering Wheel: heated steering wheel with manual tilting, manual telescoping
Day-Night Rearview Mirror: day-night rearview mirror
Driver and Passenger Vanity Mirror: illuminated driver and passenger-side visor mirrors
Front Cupholder: front cupholder
Overhead Console: mini overhead console with storage
Glove Box: locking glove box
Driver Door Bin: driver and passenger door bins
Rear Door Bins: rear door bins
Seatback Storage Pockets: 2 seatback storage pockets
Dashboard Storage: dashboard storage
IP Storage: covered bin instrument-panel storage
Front Underseat Storage Tray: locking front underseat storage tray
Rear Underseat Storage Tray: rear underseat storage tray
Driver Footrest: driver's footrest
Retained Accessory Power: retained accessory power
Power Accessory Outlet: 2 12V DC power outlets
AC Power Outlet: 2 120V AC power outlet

Entertainment Features:

radio SiriusXM AM/FM/Satellite with seek-scan
Radio Data System: radio data system
Steering Wheel Radio Controls: steering-wheel mounted audio controls
Speakers: 6 speakers
Internet Access: 4G LTE Wi-Fi Hotspot capable internet access
1st Row LCD: 2 1st row LCD monitor
Wireless Connectivity: wireless phone connectivity
Antenna: fixed antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type delay-off aero-composite LED low/high beam headlamps
Auto-levelling Headlights: auto-leveling headlights
Cab Clearance Lights: cargo bed light
Front Wipers: variable intermittent wipers
Rear Window Defroster: rear window defroster
Tinted Windows: deep-tinted windows

Dome Light: dome light with fade
Front Reading Lights: front and rear reading lights
Variable IP Lighting: variable instrument panel lighting
Display Type: analog appearance
Tachometer: tachometer
Voltmeter: voltmeter
Compass: compass
Exterior Temp: outside-temperature display
Low Tire Pressure Warning: tire specific low-tire-pressure warning
Trip Computer: trip computer
Trip Odometer: trip odometer
Oil Pressure Gauge: oil pressure gauge
Water Temp Gauge: water temp. gauge
Inclinometer: inclinometer
Engine Hour Meter: engine hour meter
Clock: in-radio display clock
Systems Monitor: systems monitor
Check Control: redundant digital speedometer
Rear Vision Camera: rear vision camera
Oil Pressure Warning: oil-pressure warning
Water Temp Warning: water-temp. warning
Battery Warning: battery warning
Low Oil Level Warning: low-oil-level warning
Low Coolant Warning: low-coolant warning
Lights On Warning: lights-on warning
Key in Ignition Warning: key-in-ignition warning
Low Fuel Warning: low-fuel warning
Low Washer Fluid Warning: low-washer-fluid warning
Door Ajar Warning: door-ajar warning
Brake Fluid Warning: brake-fluid warning
Turn Signal On Warning: turn-signal-on warning
Transmission Fluid Temperature Warning: transmission-fluid-temperature warning
Brake Pad Wear: brake pad wear

Safety And Security:

ABS four-wheel ABS brakes
Number of ABS Channels: 4 ABS channels
Brake Assistance: brake assist
Brake Type: DuraLife four-wheel disc brakes
Vented Disc Brakes: front and rear ventilated disc brakes
Daytime Running Lights: daytime running lights
Spare Tire Type: full-size spare tire
Spare Tire Mount: underbody mounted spare tire w/crankdown
Driver Front Impact Airbag: driver and passenger front-impact airbags
Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
Overhead Airbag: curtain 1st and 2nd row overhead airbag
Occupancy Sensor: front passenger airbag occupancy sensor
Seatbelt Pretensioners: front seatbelt pre-tensioners
3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
Side Impact Bars: side-impact bars
Perimeter Under Vehicle Lights: remote activated perimeter/approach lights
Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
Rear Child Safety Locks: rear child safety locks
Ignition Disable: immobilizer
Security System: security system
Panic Alarm: panic alarm
Electronic Stability: StabiliTrak w/Proactive Roll Avoidance electronic stability stability control with anti-roll
Traction Control: ABS and driveline traction control
Front and Rear Headrests: manual adjustable front head restraints
Rear Headrest Control: 2 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 6
Front Bucket Seats: front split-bench 40-20-40 seats

Front Heated Cushion: driver and passenger heated-cushions
Front Heated Seatback: driver and passenger heated-seatbacks
Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
Reclining Driver Seat: power reclining driver and manual reclining passenger seats
Driver Lumbar: power 2-way driver and passenger lumbar support
Driver Height Adjustment: power height-adjustable driver and passenger seats
Driver Fore/Aft: power driver and passenger fore/aft adjustment
Driver Cushion Tilt: power driver and passenger cushion tilt
Front Centre Armrest Storage: front centre armrest with storage
Rear Seat Type: rear 60-40 split-bench seat
Rear Folding Position: rear seat fold-up cushion
Leather Upholstery: cloth front and rear seat upholstery
Door Trim Insert: vinyl door panel trim
Headliner Material: full cloth headliner
Floor Covering: full carpet floor covering
Cabback Insulator: cabback insulator
Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert
Shift Knob Trim: urethane shift knob
LeatherSteeringWheel: leather/metal-look steering wheel
Floor Mats: rubber front and rear floor mats
Interior Accents: chrome interior accents

Standard Engine:

Engine 310-hp, 2.7-liter I-4 (regular gas)

Standard Transmission:

Transmission 8-speed automatic w/ OD and auto-manual



17
GOALS

3%
GOAL COMPLETION

DOUG PONICH

Goal	Progress Update	Current Completion
Public Works Manager Work Plan		2%
→ Public Works Department Daily/Weekly/Monthly Plan: 100%		91% behind
→ Maintenance (PW Manager): 100%	<p>Doug Ponich: Achievements: Continue Grader road maintenance.</p> <p>Grader blade road and parking area at H.A.K School. Aug. 26</p> <p>Graders shut down due to wet conditions; Aug. 23, 24</p> <p>Culvert installation:</p> <ul style="list-style-type: none"> - South approach at TWP 590, 600m. east of RR 181 (S) Aug. 17 Div. 3 - RR 154, 750m. south of HWY 28. Aug. 18 Div. 3 - RR 191, 2km. south of TWP 602. Aug. 19 Div. 5 - East approach at RR 195, 350m. north of TWP 592. Aug. 20 Div. 5 - Intersection of RR 183 & TWP 600. Aug. 25 Div. 5 - West approach along RR 171, 850m. south of TWP 590. Aug. 27 Div. 3 - West approach along RR 171, 1.3km. south of TWP 590. Aug. 27 Div. 3 - RR 133, 200m. north of TWP 584. Aug. 31 Div. 2 - RR 154, 750m. south of HWY 28. Sept. 3 Div. 3 - TWP 600, 1.2 km. west of RR 170. Sept. 7 Div.4 (2 culverts side by side) 	5% 5 / 100% 95% behind
		50% 50 / 100% 50% behind

- Approach on south side of TWP 602, 750m. west of RR 174. Sept. 10 Div. 4

- RR 124, 50m. north of TWP 592. Sept. 14 Div. 1

- RR 200, 350m. north of TWP 592. Sept. 15 Div. 5

Culvert crew building approach to Lot #1001; Birchland. Aug. 30 Div. 1

Culvert crew cutting culvert ends during wet conditions. Sept. 1

Culvert repair at TWP 620, 615m. west of RR 133A. Sept. 8, 9 Div. 1

Culvert crew repair sink hole at BF1772, RR 153, south of TWP 584. Sept. 10 Div. 2

Culvert crew repair sink hole along east shoulder on RR 164, north of TWP 603. Sept. 10 Div. 4

Patching:

- RR 163, south of TWP 600. Aug. 17 Div. 4

- Hamlet of Bellis streets. Aug. 17 Div. 4

- TWP 602, east of RR 124. Aug. 17, 18

- TWP 584, west of HWY 855. Aug. 18 Div. 3

- TWP 584, west of RR 175. Aug. 18 Div. 3

- RR 182, south of TWP 590. Aug. 18 Div. 3

- RR 135, north of TWP 594. Aug. 18 Div. 1

- TWP 593A, east of HWY 28. Aug. 19 Div. 1

- RR 152, south of TWP 600. Aug. 19 Div. 4

- RR 191, north of TWP 594. Aug. 20 Div. 5

- RR 163, north of HWY 28. Aug. 20 Div. 4

- TWP 602, east of RR 170. Aug. 26 Div. 4

- TWP 620, east of HWY 36. Aug. 27 Div. 1

- Dust control at 60045 - RR 135. Aug. 27 Div. 1

- Dust control at 17305 - TWP 602. Aug. 30 Div. 4

- TWP 602, east of RR 152. Aug. 30 Div. 4

- RR 183, north of TWP 600. Aug. 30 Div. 5

- Sandy Lane Resort. Aug. 30 Div. 4
- TWP 600, RR 182 - 183. Aug. 31 Div. 5
- TWP 602, west of RR 164. Aug. 31 Div. 4
- RR 191, south of TWP 602. Aug. 31 Div. 5
- RR 130, south of TWP 602. Sept. 1 Div. 1
- Dust control at 59275 - RR 153. Sept. 1 Div. 2
- TWP 592, HWY 855 - RR 174. Sept. 3 Div. 3
- TWP 600, west of RR 182. Sept. 3, 10 Div. 5
- RR 191, TWP 600 - 602. Sept. 3 Div. 5
- RR 193, south of HWY 28. Sept. 3 Div. 5
- Dust control at 59012 - RR 193. Sept. 3 Div. 5
- Victoria Trail, east of RR 192. Sept. 3 Div. 5
- RR 191, south of TWP 600. Sept. 7 Div. 5
- TWP 590, RR 180 -181. Sept. 7 Div. 3
- Dust control at 58531 - RR 182. Sept. 7 Div. 3
- Dust control at 58435 - RR 131. Sept. 8 Div. 2
- Dust control at 60173 - RR 181. Sept. 9 Div. 5
- Dust control at 59103 - RR 172A. Sept. 9 Div. 3
- TWP 592, HWY 855 - RR 170. Sept. 9 Div. 3
- RR 183, north of TWP 600. Sept. 10, 13, 14 Div. 5
- RR 124, north of HWY 28. Sept. 14 Div. 1

Saw cut asphalt areas in preparation for patching:

- RR 183, north of TWP 600. Aug. 26 Div. 5
- TWP 604, east of RR 183. Sept. 30 Div. 5

Saw cut asphalt at 4th Street, Birchland for Gas Department. Sept. 14 Div. 1

Cat complete pushing up garbage at Smoky Lake Landfill. Aug. 17 Div. 4

Brushing and tree removal:

- RR 134, north of TWP 594. Aug. 18 Div. 1
- TWP 602, west of RR 170. Aug. 23 Div. 4
- TWP 600, west of RR 155. Aug. 23 Div. 4
- Victoria Trail, east of HWY 831. Aug. 23 Div. 5
- TWP 590, east of HWY 857. Aug. 23 Div. 2
- RR 130, south of TWP 602. Aug. 24 Div. 1
- Birchland Resort. Aug. 24 Div. 1
- TWP 590A, east of RR 141. Aug. 24 Div. 2
- RR 183, north of TWP 604. Aug. 25 Div. 5
- RR 175, north of TWP 612. Aug. 25 Div. 5
- RR 180A, north of TWP 614. Aug. 25 Div. 5
- RR 145, HWY 28 - TWP 590. Aug. 25 Div. 2
- RR 151A, north of TWP 604 (Kaduk Lake road) Aug. 26 Div. 4
- TWP 594, west of RR 174. Aug. 31 Div. 4
- TWP 602, west of RR 164. (Beaver issue) Aug. 31 Div. 4
- RR 180, north of TWP 612. Aug. 31 Div. 5
- RR 143, HWY 652 - TWP 590. Sept. 1 Div. 2
- RR 142, HWY 652 - TWP 590. Sept. 1 Div. 2
- RR 133, TWP 584 - 582. Sept. 1 Div. 2
- RR 130, south of TWP 594. Sept. 1 Div. 2
- RR 142, south of TWP 590. Sept. 1 Div. 2
- RR 143, HWY 28 - TWP 590. Sept. 1 Div. 2
- TWP 590, RR 142 - 141. Sept. 1 Div. 2
- SE intersection of TWP 583 & RR 172. Sept. 2 Div. 3
- Victoria Trail, RR 171 - 172. Sept. 2 Div. 3
- RR 175, TWP 600 - 611. Sept. 2 Div. 5
- RR 174, TWP 600 - 610. Sept. 2 Div. 4
- TWP 600, west of RR 175. Sept. 2 Div. 5
- RR 182, TWP 600 - 604. Sept. 2 Div. 5
- RR 181, south of TWP 604. Sept. 2 Div. 5
- TWP 594, east of RR 185. Sept. 3 Div. 5

- RR 200, north of TWP 594. Sept. 3 Div. 5
- TWP 592, west of RR 195. Sept. 3 Div. 5
- Victoria Trail, RR 171 – HWY 855. Sept. 3 Div. 3
- RR 142, north of TWP 584. Sept. 7 Div. 2
- RR 141, north of TWP 584. Sept. 7, 8 Div. 2
- TWP 610, west of RR 132. Sept. 10 Div. 1
- TWP 602, RR 132 – 133. Sept. 13 Div. 1
- TWP 604, east of RR 130. Sept. 13 Div. 1
- RR 170, south of TWP 595A. (Beaver issue) Sept. 14 Div. 4
- TWP 602, west of RR 164. (Beaver issue) Sept. 14 Div. 4
- RR 164, north of TWP 600. Sept. 14 Div. 4
- RR 142, south of TWP 590. Sept. 14 Div. 2
- TWP 602, east of RR 165. (Beaver issue) Sept. 15 Div. 4
- TWP 602, east of RR 154. Sept. 15 Div. 4
- RR 180, north of TWP 615. Sept. 15 Div. 5

Brushing with skidsteer:

- south approach along TWP 602, 800m. west of RR 174. Aug. 17 Div. 4
- SE intersection of RR 124 & TWP 602. Aug. 24 Div. 1

Sign repair and installation:

- Curve sign at RR 135, 1.5miles north of TWP 594. Aug. 18 Div. 1
- Dead end sign at intersection of TWP 582A & RR 174A. Aug. 20 Div. 3
- Stop sign at intersection of RR 170 & TWP 584A. Aug. 20 Div. 3
- Bump sign at RR 170, north of TWP 584A. Aug. 20 Div. 3
- Stop ahead sign at RR 170, north of HWY 28. Aug. 23 Div. 4
- Clear overgrowth near signs along RR 164, north of TWP 602. Aug. 23 Div. 4
- County address sign at RR 185 & TWP 604. Aug. 25 Div. 5

- Checker board at RR 185 & TWP 584. Aug. 25 Div. 3
- Checker board at RR 175 & TWP 582A. Aug. 25 Div. 3
- Curve sign at Victoria Trail, east of RR 183. Aug. 25 Div. 3
- Checker board sign at RR 175, north of TWP 594. Sept. 2 Div. 5
- Stop sign at RR 134 & TWP 594. Sept. 2 Div. 1

Begin "Fall" Sign inspections. Sept. 15

Remove large rock from east ditch bottom along RR 183, 1 mile north of HWY 28. Aug. 20 Div. 5

Bridge #09915 repair work has been completed. Remove signage along with concrete barriers and haul back to shop. Aug. 23 Div. 4

- haul gravel and spread north and south of bridge deck. Aug. 25

Haul water from Shop yard sump to TWP 584 haul road. Sept. 1

Repair cattle guard going into Clearhills Pasture. Sept. 7 Div. 4

Next reporting period:

- Continue culvert installation
- Continue grader road maintenance.
- Hydro-axing as per priority list.
- Continue patching oil-base roads and dust controls.
- Fall sign inspections and repair.

Challenges: *No value*

Next Steps: *No value*

2021/08/19

→ Gravel (PW Manager): 100%

Doug Ponich:

Achievements: Continue divisional and private gravel hauling.

Gravel haul shut down due to wet conditions; Aug. 23

Continue rock excavation and stock piling at White Earth Pit.

Cat shaping piles and stripping.

Gravel alley between 50 Ave. & 51 Ave, west of 51 St. in Warspite. Gas line installation disturbance. Sept. 2 Div. 3

McNabb Construction begins the 2021 Gravel Crushing at White Earth Pit. Sept. 9

Next reporting period:

- Continue private gravel hauling.
- As divisional gravel haul is completed, continue with road repair and soft spots.
- Build up of road surface at areas that flood during spring run-off .
 - RR 180, south of TWP 614
 - TWP 600, west of RR 170
 - RR 171, north of HWY 28
- Haul sand from pit to shop yard for winter calcium treatment.
- Resume rock excavation upon completion of patching .

Challenges: *No value*

Next Steps: *No value*

2021/08/24

Doug Ponich:

Achievements: Second application of MG30 to all dust control applicants. Aug. 26

Challenges: *No value*

Next Steps: *No value*

2021/08/26

→ Dust Control (PW Manager): 100%

0%
0 / 100%
100% behind

0%
0 / 100%
100% behind

→ Administrative (PW Manager): 100%

Doug Ponich:

Achievements: County Departmental Meeting. August 24

County Budget Meeting. September 16

Challenges: *No value*

Next Steps: *No value*

2021/08/24

→ Training (PW Manager): 100%

Doug Ponich:

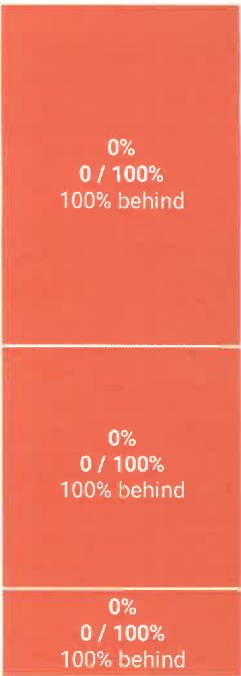
Achievements: No updates.

Challenges: *No value*

Next Steps: *No value*

2021/08/17

→ Council Member Inquiry (PW Manager): 100%



→ Roads (PW Manager): 100%

Doug Ponich:

Achievements: MG2114- TWP 595A; RR 171 - HWY 28

- prepare and water base. Aug. 17

- Apply MG30 and compact. Aug. 18

Road repair at TWP 604; RR 191- 192A.

- Reclaim road top and grader spread and compact. Aug. 31, Sept. 1 Div. 5

Road Repair at TWP 620, 615m. east of RR 133A. Sept. 9 Div. 1

MG2131 - TWP 602; HWY 36 - RR 140. Sept. 15 Div. 1

- Apply second application on dry areas.

MG30 application on Oil Field haul road; TWP 590, HWY 855 - RR 171 (S) Sept. 15 Div. 3

Next reporting period:

- Work on 5 - Year Road Plan.

- Complete summaries of this 2021 Road Projects.

Challenges: *No value*

Next Steps: *No value*

2021/08/19

→ Administrative (PW Manager): 100%

Doug Ponich:

Achievements: Interview for Shop Foreman position. Aug. 31

Challenges: *No value*

Next Steps: *No value*

2021/09/02

→ Council Member Inquiry (PW Manager): 100%

→ Dust Control (PW Manager): 100%

→ Gravel (PW Manager): 100%



Council Requests							
FOR YEAR 2021							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
1	January 4 th	4	Public Works	Repair grader gouges	RR160 north of Hwy 28	Will be inspected in the afternoon	January 4 th
2	January 4 th	1	Public Works	Road damage from ratepayer	RR 124	Talk to ratepayer tomorrow and discuss payment for damage	January 4 th
3	January 14 th	5	Public Works	Drifts on road	RR 183 north of Hwy 28	Snow plows are graders are out- will get there as soon as possible	January 14 th
4	February 14 th	4	Public Works	Snow removal at Paraskevia Church	Twp 610 RR 174	Will be done week of Feb.16 th	February 16 th
5	March 3 rd	3	Public Works	Snow from private driveway	Terry Prockiw's	Looking at it today, will talk with Terry.	March 3 rd
6	March 11 th	3	Communications	Calendar to be put on grapevine showing all meetings attended	n/a	Will post to calendar portion of website with a link. Too big for grapevine.	March 11 th
7	March 14 th	4	Public Works	Hyrdoaxing willows	RR 144	Area was hydroaxed. Procedure states that go as close to the fence line as possible as long as there are no obstructions.	March 15 th
8	March 18 th	5	Public Works	Cleaning culvert	RR 180 Twp 600	Culvert unplugged and flowing	March 19 th

Council Requests							
FOR YEAR 2021							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
9	March 19 th	3	Public Works	Plugged culvert	By Hutterite Cemetery	Will look at/fix this morning	March 19 th
10	April 6 th	4	Ag/ Communications	Put article/Podcast into up on website "Farm Focused Mental Health Supports"	N/A	Information put on County Facebook with link	April 6 th
11	April 19 th	5	Public Works	Fix culvert – stopping water flow	602 – ½ mile east of RR 195	Will inspect to see if drainage can be provided	April 22 nd
12	April 19 th	5	Public Works	Winter plowing made a mess, ratepayer wants fixed up	Twp 590 and RR 191	Will be fixed and grader operator will be informed not to wing in those types of locations – was a new grader operator	April 22 nd
13	April 19 th	4	Ag Department	Cut grass	West side of Bellis Curling Rink	Need a letter requesting the grass be added to approved yearly mowing areas	April 21 st
14	April 19 th	3	Public Works	Look into roads being pounded out by water haulers	Twp 590 and RR 171/ South of RR 172 and Twp 590	Roads are gravelled and maintained on regular basis	
15	April 20 th	4	Public Works	Look into poor road conditions due to cattle hauling- is 75% Road ban being followed	Twp 612 off of Hwy 855	Gene inquired on scales- hard to enforce ban if don't know weight	April 20 th
16	April 21 st	4	Peace Officer	Unightly premises with tall grass- fire hazard	Bellis – Corner of 50 th St. and 50 th Ave.		

Council Requests							
FOR YEAR 2021							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
17	April 22 nd	4	Communications	Post on social media – PCN: virtual workshops	N/A	PCN Information posted to our social media as of the 27 th of April	April 26 th
18	April 22 nd	4	Public Works	Reminder for grader operators to be careful to not remove sod	N/A	Part of previous action- already noted	April 22 nd
19	April 23 rd	3	Public Works	Fix spot where grader ripped up sod	Eva Lewicki's	Repaired.	April 29 th
20	April 23 rd	2	Public Works	Flag where there is a hole in the road till It can be fixed	West of Hwy 857 and Twp 584	Was flagged on April 25 th and will be fixed in upcoming week	April 26 th
21	April 25 th	1	Public Works	Beavers plugging culvert	Bonnie Lake-south of playground	Culvert inspected and debris found. Waiting for parts to properly clean out culvert with rope winch.	April 26 th
22	April 26 th	5	Public Works	Sod ripped up	South of Korosic's by his bins	Repaired when area dried.	April 29 th
23	April 29 th	5	Public Works	Pot holes and soft spot area	RR 191 ½ mile north of Twp 600. RR 191 south of Twp 592	Will inspect and address concerns as soon as possible	April 29 th
24	May 3 rd	1	Public Works	Grading request. Vehicles bottoming out.	RR 130 north of Twp 604	Road was bladed.	May 5 th
25	May 3 rd	1	Administration	Look into multiple trailers setting up on lots	Bonnie Lake – 271 and 367		

Council Requests							
FOR YEAR 2021							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
26	May 6 th	5	Public Works	Check culvert	South of Hwy 28 on RR 180	Will check it out first thing tomorrow morning.	May 6 th
27	May 6 th	4	Parks and Recreation	Visit campgrounds on weekends and educate campers on camping safety	Lakes		
28	May 6 th	4	Communications	Post PCN information on County Website	N/A	Motion already made at April Council meeting to post information.	May 7 th
29	May 7 th	4	Parks and Recreation	Enforcement of ATV Flame arrestor	N/A	Need specific Bylaw for this. More enforcement may be needed.	May 7 th
30	May 7 th	4	Parks and Recreation	Rig Mats underwater that could cause ATV accident	South west of Bellis	Trail Twisters installed the rig mats	May 7 th
31	May 7 th	3	Public Works	Culvert plugged	Sherene Crawford's	Was in the area and water was running. Will go have another look.	May 7 th
32	May 10 th	2	Public Works	Rough road, needs regular grading	West of RR 134 and Twp 572	Gravel hauled and bladed.	May 10 th
33	May 10 th	1	Bylaw Enforcement	Unsightly Premises	Spedden	Letter mailed to owners.	June 11 th
34	May 12 th	5	Public Works	To put 1 ½ gravel on road	RR 200 ½ mile south of Twp 602	Grader operator made manager aware. Area was put on list.	May 12 th

Council Requests

FOR YEAR 2021

	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
35	May 12 th	4	Ag	Unplug culvert that beavers plugged	RR174 north of Twp 590	Trapper made manager aware this morning. Trapper will unplug this afternoon or tomorrow.	May 12 th
36	May 14 th	1	Public Works	Grading- push out in middle of road	RR 130 north of Twp 604/ South of Conrad Ozga's Driveway	Grader was sent out.	May 15 th
37	May 14 th	1	Environmental Operations	4 th down spout hose is dirty – needs to be checked	Truckfill west of Spedden	Cleaned and disinfected hose. Will be replacing shortly.	May 14 th
38	May 17 th	1	Ag Department	Beaver Issues – plugging culvert	3kms north on Twp 602 on RR 133	Trapper dealt with culvert and set beaver traps	May 18 th
39	May 18 th	4	Public Works	Road shoulders/fountains	RR 165 North of Twp 610	Will be gravelled and maintained as soon as conditions improve. Hoping for May 21 st .	May 18 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
40	May 19 th	3	Public Works	Repair road	North Bank Road and RR 175 South of North Bank	TWP 584, west of HWY 855 is on the list for repairs. Public Works will make it passable for the weekend and repair the area next week, RR 175, south of TWP 584 will be addressed on Friday, the 21st.	May 21 st
41	May 25 th	1	Agricultural	Beaver or muskrat plugging culvert-need them removed	Bonnie Lake	Trapper will be notified tomorrow morning. Not at work today.	May 25 th
42	May 25 th	4	Public Works	Talk to ratepayer regarding fence	West side of RR 165 North of Twp 604	Administration recommended that the landowner determine the legal boundaries of his property and locate the fence line on his property.	May 25 th
43	May 26 th	3	Parks and Recreation	Signage for trails-awareness and prevention (fires, safety, etc..)	Trails within County	Look into getting something smaller. Darlene orders the signs. Can look into how many we need and order.	May 27 th
44	May 26 th	4	Environmental Operations	Clean up garbage	South ditch on Twp 594 East of RR 174	Will have someone clean it up	May 26 th
45	May 26 th	1	Peace Officer	Extra trailers on a lot	Bonnie Lake – 367 Perch Crescent		
46	May 29 th	4	Agricultural	Follow up on dandelion complaint	West of Twp 594 and RR 163	Called complainant and left a message to be contacted if they have further questions.	May 31 st
47	May 31 st	4	Communications	Post on our social media regarding Rural Health Week	N/A	This was added to the list of annual events the County promotes on social media	May 31 st
48	May 31 st	4	Parks and Recreation	Move picnic tables	Mons Lake	Tables were moved and logs cleaned up from around dock	June 1 st

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
49	June 1 st	4	Public Works	Look into possible road ban issue	Twp 612 ½ mile west of RR 174 and Twp 612 East of RR 174 to Hwy 855	Looking into portable scales/enforcement options.	June 1 st
50	June 3 rd	3	Public works	Dust control on haul road	Past Judy Makowichuks	No haul road for RR 164. MG30 I applied before haul starts. Will check with Bob when it will begin.	June 3 rd
51	June 3 rd	3	Public Works	Not to put gravel on dust control – move any if already on /Patch holes	592 RR 193, sign #18306	This dust control is broken up at the ends and requires gravel to smooth out the surface. We explain this to the rate payer every year and will do it again. There happens to be some extra gravel dragged over the edge it is there for a smooth approach. Will inspect.	June 3 rd
52	June 3 rd	4	Public Works	Look into noise complaint from aggregate haulers	Twp 610 and Hwy 855	Haulers were notified against using engine retarder brakes.	June 4 th
53	June 4 th	3	Public Works	Dust Control placement	Twp 584 going east	Takes a few days to put down. First portion was done, remainder will be completed next week.	June 4 th
54	June 7 th	1	Bylaw Enforcement	Municipal sign down	Hwy 28 and Secondary 857 – west of racetrack gas station, south side of highway.	Sign was picked up and taken to Public Works shop	June 8 th
55	June 14 th	4	Public Works/Ag	Bridge work completion and beaver dams	RR 164 for bridge and White Earth Creek.	Work will commence after June 30 th and take about a month. Water flowing is a under EPEA and the water Act concerning the dams.	June 14 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
56	June 14 th	3	Public Works	Deliver gravel	Veterans Campground on Hwy 855	Area will be gravelled no later than June 18 th	June 14 th
57	June 14 th	5	Public Works	MG30 Inquiry – application styles	West Hanmore	Different road conditions require different rates of MG30.	June 14 th
58	June 17 th	5	Public Works	Tree removal	RR183 north of Hwy 28	Will be taken care of this morning.	June 17 th
59	June 17 th	1	Public Works	Tree removal	Bonnie Lake – one at entrance and one 50 feet from garbage bins	Will get to it as soon as possible.	June 17 th
60	June 17 th	1	Public Works	Trees leaning	RR 130 north of Twp 604	Will take care of it.	June 17 th
61	June 18 th	3	Public Works	Grade wash board	Victoria Trail west of Hwy 855		
62	June 21 st	2	Public Works	Trees cut and ratepayer possibly want to cut them up for firewood.	RR 141 and Twp 572		
63	June 21 st	2	Public Works	Gravel needed	RR 133 North of Twp 582	Gravel was hauled as needed.	June 21 st
64	June 24 th	3	Public Works	Tree removal – blocking line of sight	RR 171A Victoria Trail	Brushing crew will be there this week.	June 28 th
65	June 25 th	2	Public Works	Broken curve sign	RR154A south of Twp 590	Sign repaired.	June 29 th
66	June 25 th	4	Safety	Post information on hot weather safety	N/A	Posted in the office and the shop	
67	June 28 th	4	Public Works	Road maintenance request	East beach at Island Lake	Bladed this morning.	June 28 th
68	June 29 th	5	Public Works	Poor road condition, need blading. Also received complaints about Thorhilds 1 ½ miles.	Portion of Twp 604 west of RR 191.	Will check portion that was reclaimed, may need to be reclaimed again. Thorhild portion is Thorhild's responsibility – new agreement.	June 29 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
69	June 29 th	4	Public Works	Look into dust from gravel hauling and Croswell's using engine retarder brakes.	East on Twp 610 to Hwy 855.	See #70.	
70	July 1 st	4	Public Works	Dust complaint from Croswell hauling. Any rules regarding hauling on holidays?	East on Twp 610 to Hwy 855.	Twp 610 scheduled for MG30. Will be watering till then. Nothing stipulates not hauling on holidays in the haul road agreement.	July 1 st
71	July 2 nd	3	Public Works	Sign down in the ditch.	Twp 584 RR 173	Will be taken care of	July 2 nd
72	July 3 rd	3	Public Works	Rig traffic– will they be applying dust control?	Twp 590	Oil company will be contributing to MG30 application. Will schedule as soon as possible	July 3 rd
73	July 4 th	1	Public Works	Wire fence that was damaged from our mulcher to be fixed	RR 124 ½ mile north of Twp 602 – east side of road.	Will inspect and determine if it was caused by the County brushing. If it was County, it will be fixed.	July 5 th
74	July 4 th	1	Public Works	Repair or patch a blowout in road	Sunrise beach resort near house 641.	Patching crew will be there this week.	July 5 th
75	July 6 th	4	Public Works	Follow up on dust complaint from log haulers	RR 174 south of Twp 612		
76	July 8 th	4	Peace Officer/ Communications	Post on social media/educate on "How to Use Roundabout"	Hwy 28 and 831.	Created Facebook post and put on County website	July 8 th
77	July 8 th	4	Public Works	Dust Control	Paraskevia Church Yard- RR174 Twp 610	Inspected area. Little to no dust. No action taken	July 8 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
78	July 8 th	4	Fire	Put a fire ban in place	N/A	Fire ban was put in place July 13 th	July 13 th
79	July 9 th	5	Public Works	Pot holes	RR 193B south of Hwy 28	Pot holes will be repaired next week.	July 12 th to 16 th
80	July 13 th	2	Agriculture	Look into declaring agriculture disaster because of drought	Smoky Lake County	Will discuss at upcoming meeting. Information was provided by the CAO and Agricultural Fieldman.	July 13 th
81	July 14 th	5	Public Works	Road needs blading- washboard from dry conditions	Twp 600 east of Hwy 831	Occurring on all high traffic roads, grader will see to it in their rotation	July 15 th
82	July 16 th	4	Communications	Post on County social media – Redwater Detachment Virtual Community Engagement Event	N/A	Was posted on social media, and will remain up until engagement period is over.	July 19 th
83	July 21 st	4	Public Works	Washboard	Road to west side of Hanmore lake	Graders are currently grading this road.	July 21 st
84	July 22 nd	4	Public Works	Washboard	Twp 610, Holowaychuk's pits east to RR170	Grader is currently blading this road.	July 22 nd
85	July 22 nd	1	Public Works	Fallen Trees	RR 123 ½ mile south of Spedden	Lots of trees down. Will get to it tomorrow.	July 22 nd
86	July 22 nd	1	Public Works	Pot holes	Twp 602 East of RR 124	Will get to pot holes as soon as we are done getting trees off of roads.	July 22 nd
87	July 22 nd	1	Public Works	Fallen Trees	RR 131 North of Twp 602	Will be added to the list	July 22 nd
88	July 27 th	5	Public Works	Log haulers tossing tree debris in the ditch- needs to be cleaned by hauler.	RR 191 turning west on Twp 604	Issue is currently being dealt with. Bob is talking to haulers so they stop throwing waste in the ditch.	July 28 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
89	July 28 th	1	Administration/ Environmental Operations	If burning pile for wood at Spedden Landfill can be pushed up with skid steer- lots of trees from storms	Spedden Landfill	On Monday August 2nd the cat pushed up the landfill as well as the burn pits and the pits were burnt having the bush bunny water truck on site.	August 2 nd
90	July 28 th	5	Public Works	Pot holes	RR 191 north of Hwy 28 / 59448 south of RR 191	This stretch is on the patching list.	July 29 th
91	July 29 th	1	Public Works	Patching	Twp Rd 593A east of Vilna Seed Cleaning Plant to Hwy 28 / Twp 594 on north side of Vilna Cultural Center to RR 135	This area is on the patching list.	July 29 th
92	July 29 th	2	Public Works	Patching	RR 153 north of Twp 590.	Patching will be done by mid month.	July 29 th
93	July 29 th	3	Parks and Recreation/ Public Works	Look into signs ("please use respect") that have been put up on trails – see if they have been posted at other locations.	Iron Horse Trail	Councillor replies: Signs have been put up coming and leaving all villages (to best of his knowledge) Signs could have been posted by snowmobile club. Muni-Corr can take note and possibly post more on iron horse trail	July 29 th
94	July 29 th	4	Public Works	Signage and dust control – haulers going too fast.	Twp 612 and RR 175 for signage. North Twp 610 and RR 170/165 for Dust control.	Signage is on the list, probably be done for next week. Bob will be talking with the haulers to slow down.	July 30 th
95	July 29 th	3	Public Works	Culvert	Twp 584 and RR 173	First call on this culvert already completed. New culvert will be installed soon after.	July 30 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
96	July 30 th	1	Environmental Operations	Card reader not working	Truck fill East of RR 124	The Truckfill system is only compatible with cell phone hook ups at times the reception is not the best, but on Aug 4 we upgraded the antenna and it appears to have better reception now.	August 4 th
97	August 2 nd	2	Public Works	Grading- someone tore up road. Try make grading rotation match up after long weekends.	RR 153 and Twp 592A towards Bellis Beach.	Grader has gone over the area, roads were being patched here.	August 3 rd
98	August 3 rd	4	Public Works	Grading- same issue as above	RR 160 off the Iron Horse Trail.	Graders will be getting to those areas as soon as they can without drastically changing their rotation.	August 5 th
99	August 3 rd	5	Public Works	Patching on hard tops	Division 5 area.	Division 5 will be done next week along with Division 4.	August 3 rd
100	August 4 th	2	Public Works	-Bridge repair on deck. - gravel tarps not being used on lead trailers - culvert installation not done when Manager said it would be	Twp 590 East of Hwy 859(bridge repair).	*Did not receive this email. -Will inspect bridge issue today - gravel tarps are used by County employees, could be contract trucks not tarping - Bob spoke with ratepayer on culvert installation, not a priority, will be done later this season.	August 16 th
101	August 4 th	4	Public works	Bridge repair/ bridge markers down	RR 163 North of Hwy 28- White Earth Creek Bridge	On the list for patching. Once gravel hauling is done It will free up 2 more employees for patching.	August 5 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
102	August 5 th	5	Public Works	Ratepayer wants approach – need contact number	Hwy 831	Evelyn at Emcon is the contact for highway approaches	August 5 th
103	August 7 th	4	Communications	Post “Putting Poor Crops to Good Use” on County website and social media.	N/A	Link has been shared on County Facebook page.	August 9 th
104	August 9 th	1	Public Works	Patching	50 th Ave - Spedden	Patching for Spedden is on the list- potentially next week.	August 9 th
105	August 9 th	4	Public Works	Patching	Bellis	Patching is on the list.	August 9 th
106	August 10 th	1	Environmental Operations	Garbage to be picked up	In ditch on Twp 594 East of RR 133	Will get to it.	August 10 th
107	August 16 th	4	Public Works	Fallen Tree	RR 174 south of Twp 610	Will send out a crew	August 16 th
108	August 16 th	4	Parks and Recreation	Move dock pad that stacked up on another. Put some aggregate down in large hole.	South Hanmore Lake boat launch. West Hanmore Lake boat launch.	Will send crew out to have a look. Hole was filled but may require more aggregate.	August 16 th
109	August 17 th	4	Public Works	Pot holes	Bellis Transfer Station, Twp 600.	Crew is in Bellis today.	August 17 th
110	August 17 th	3	Public Works	Pot holes Culvert that needs to be lowered	North Bank Road RR 171A Twp584	Pot hole will be repaired this week. Ran out of cold mix. Culvert cannot go any lower, inlet is below ditch level.	August 17 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
111	August 17 th	3	Parks and Recreation	Smoky Lake County flag down	Warspite	Borrowed bucket truck and fixed pole. Flag is flying again.	August 18 th
112	August 18 th	4	Parks and Recreation	Cut grass around tables, signs, bins Tree trimming around fire pits	Mons Lake South and East Mons Lake East	Will be getting this done early next week.	August 18 th
113	August 18 th	5	Administration?	Raise concern over oil rigs making wash boards on roads	Hanmore lake road all the way to bible camp from 855 and just on the jack pine road now Twp 590 from 855 all the way to the pines	There are presently no issues with TWP 590, east of HWY 855. This road is maintained and watered as necessary. Moving on to the roads to Hanmore Lake; RR 174 from TWP 610 to 612 was bladed this afternoon as well as the entrance to RR 175 (Bible Camp Road) The rest of RR 175 required no blading. The section of TWP 612 going through the pines to Hanmore West is good as well. There is some isolated chatter starting to form but we wont blade until we hopefully get a shower tonight or do some watering tomorrow to avoid dusty conditions.	August 18 th
114	August 19 th	3	Public Works	Sign down	RR174A, TWP 582A	Will fix tomorrow.	August 19 th
115	August 20 th	3	Public Works	Washboard	RR 164	Operator scheduled to be there today.	August 20 th
116	August 23 rd	1	Public Works	Leaner trees	RR 130 north of bridge, south of Twp 602.	Crew was there today, should be cut down today or tomorrow.	August 23 rd
117	August 24 th	4	Public Works	Aggregate	RR 161, north of Twp	Aggregate will be provided.	August 25 th
118	August 25 th	4	Public Works	Pot holes	West on Twp 602, off Hwy 855	They are on the list.	August 25 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
119	August 25 th	1	Public Works	Gravel	Twp 592, west of RR 124 south of Spedden	Will inspect tomorrow and if gravel is required will haul some there.	August 25 th
120	August 30 th	4	Parks and Recreation	Put outhouse roof back on	Mons Lake North East side Day Use Area	Roof is back on and secured.	August 30 th
121	August 30 th	5	Public Works	Reclaiming/fixing pot holes	West of 191 on 604 for 1 1/2 miles to reclaim, patching on 191 and pot wholes or reclaim from Perzak all the way to Barich.	TWP 604 west of RR. 191 is scheduled for reclaiming tomorrow, August 31 st . All other areas are on the list for patching some of which will be done this week barring any rain.	August 30 th
122	August 31 st	2	Public Works	Remove power poles	Twp 583A east of RR 131		
123	August 31 st	4	Public Works	Potholes	RR162 North of Hwy 28 to Edward Church	On the list. Will be done as soon as possible.	August 31 st
124	September 1 st	1	Public Works	Grade where road was tore up	RR 134 and Twp 594 East of Vilna	Will get to it tomorrow. Operator away today.	September 1 st
125	September 1 st	3	Public Works	Remove bushes on corner and leaner trees	By ratepayer's place and trees along Victoria Trail	Area will be inspected and brushing crew sent if needed	September 2 nd
126	September 7 th	4	Public Works	Texas gate repair	TWP612 East of RR165	The repair started last week and will be completed this week	September 7 th
127	September 7 th	4	Administration	Revise calendar for the advanced poll time	N/A	Outlook calendar updated with correct advanced poll times	September 8 th
128	September 8 th	4	Public Works	Dust complaint	RR174 between Twp610 and 612	We are aware of the haul. Will be done this morning. We will monitor this road.	September 8 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
129	September 9 th	3	Public Works	Dust control	590 going East	MG30 was applied to this road on July 15 as documented in the Departmental Meeting Report. Constant traffic; oil field and farming operations; has depleted the dust control. Inspected again and will put water down to rejuvenate MG30.	September 9 th and 10 th
130	September 13 th	4	Public Works	Gravel request	RR172 North of Hwy 28	Will check gravel map and also inspect. If required will gravel under contingency.	September 13 th
131	September 13 th	3	Public Works	Clean off gravel put on hard top by grader	RR18165 and Twp 582A	Will inspect and will speak to the operator.	September 13 th
132	September 14 th	5	Public Works	Culvert repair	RR191 about 1/2 mile north of Twp610	There was some work done there over a month ago. Not sure if this is the same culvert but will send the crew before the weekend.	September 14 th

UPDATED September 16, 2021



2021 Road Projects

OIL TREATMENT / PAVING							
Project Name	Code	# Days	Length/ miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 594 between RR 174- RR 174A	P1814	1	0.5		\$ 65,000.00	80,598.71	MSI/MO
Twp 594 between RR 174A- RR 175	P1815	1	0.5		\$ 65,000.00	37,322.90	MSI/MO
Twp 594 between RR 175- RR 180	P1915	2	1.0		\$ 135,000.00	105,332.57	MSI/MO
		4			Total	\$ 265,000.00	\$ 223,254.18

.90

CHIP-SEAL							
Project Name	Code	# Days	Length/ miles	Res #'s	Estimate Cost	Actual Cost	Funding
RR 170 between Twp 600- Twp 601	FM2114	2	1.0		\$ 67,160.00	61,241.89	MSI/MO
RR 170 between Twp 601A- Twp 602	FM2124	1	0.5		\$ 33,580.00	31,731.79	MSI/MO
Twp 612 between Hwy 855- RR 174	FM2014	2	1.0	#1141-20	\$ 70,500.00	67,022.26	MSI/MO
		5			Total	\$ 171,240.00	\$ 159,995.94

REHABILITATION / BASE STABILIZATION							
Project Name	Code	# Days	Length/ miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 124 between Twp 601- Twp 603A	MG2111	4	2.5		\$ 40,000.00	22,192.33	MSI/MO
Twp 620 between RR 135- RR 141	MG2121	3	2.0		\$ 50,000.00	67,133.87	MSI/MO
Twp 602 between Hwy 36- RR 140	MG2131	5	3.0		\$ 75,000.00	25,711.57	MSI/MO
RR 122 between Twp 591- Twp 592	MG2141	2	1.0		\$ 25,000.00	9,507.55	MSI/MO
Twp 590 between RR 174(n)-RR 180(s)	MG2113	2	1.25		\$ 28,000.00	17,081.29	MSI/MO
Twp 595A between RR 171- Hwy 28	MG2114	3.5	2.25		\$ 50,000.00	26,614.79	MSI/MO
Twp 602 between Hwy 855- RR 172	MG2124	2	1.0		\$ 20,000.00	9,334.90	MSI/MO
RR 181 between Twp 604- Twp 605	MG2115	2	1.0		\$ 30,000.00	46,795.49	MSI/MO
		23.5			Total	\$ 318,000.00	\$ 224,371.79

CONSTRUCTION							
Project Name	Code	# Days	Length/ miles		Estimate Costs	Actual Cost	Funding
Twp 583A between RR 130- RR 131	C2112	6	0.5		\$ 60,000.00	2,163.72	MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1.0		\$ 130,000.00	1,079.61	
		18			Total	\$ 190,000.00	\$ 3,243.33

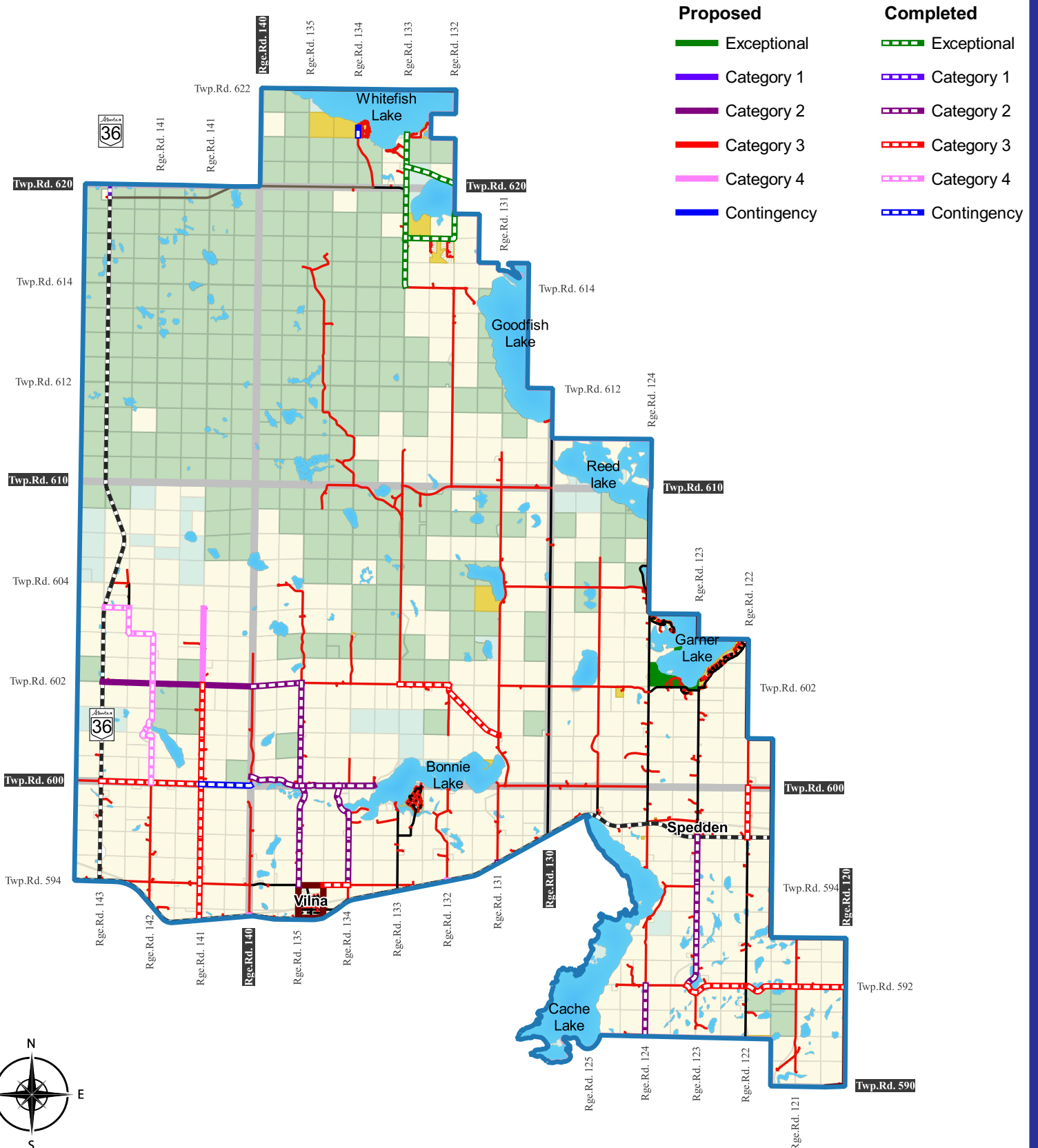
MG HAUL ROADS - PW57							
Project Name	Code	# Days	Length/ miles		Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2023	4	5.5		\$ 121,000.00	87,978.40	Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2033	3	2.0		\$ 44,000.00	26,391.86	Aggregate Reserve
		7			Total	\$ 165,000.00	\$ 114,370.26

GRAVELLING							
Miles per Division	Code	Recommended miles	Recommended Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144.0	PW45	41.0	6,861.0	\$ 144,081.00	6,629.33	\$ 151,610.62	RTG
218.5	PW46	82.0	13,009.0	\$ 299,207.00	11,413.33	\$ 245,075.04	RTG
159.5	PW47	32.5	5,132.0	\$ 71,848.00	4,974.54	\$ 102,523.71	RTG
167.0	PW48	37.0	5,818.5	\$ 87,277.50	5,058.08	\$ 96,030.68	RTG
219.0	PW49	53.0	8,423.0	\$ 126,345.00	6,465.86	\$ 125,551.14	RTG
908.0 miles		245.5	39,243.5	\$ 728,758.50	34,541.14	\$ 720,791.19	
Contingency:			5,000.0	\$ 90,000.00	3,245.59	\$ 62,273.90	
Total			44,243.5	\$ 818,758.50	37,786.73	\$ 783,065.09	
Road Repair PW90:					11,866.50	\$ 269,855.34	Unbudgeted- Cost of gravel only



Division One Gravel 2021

Completed up to September 15, 2021



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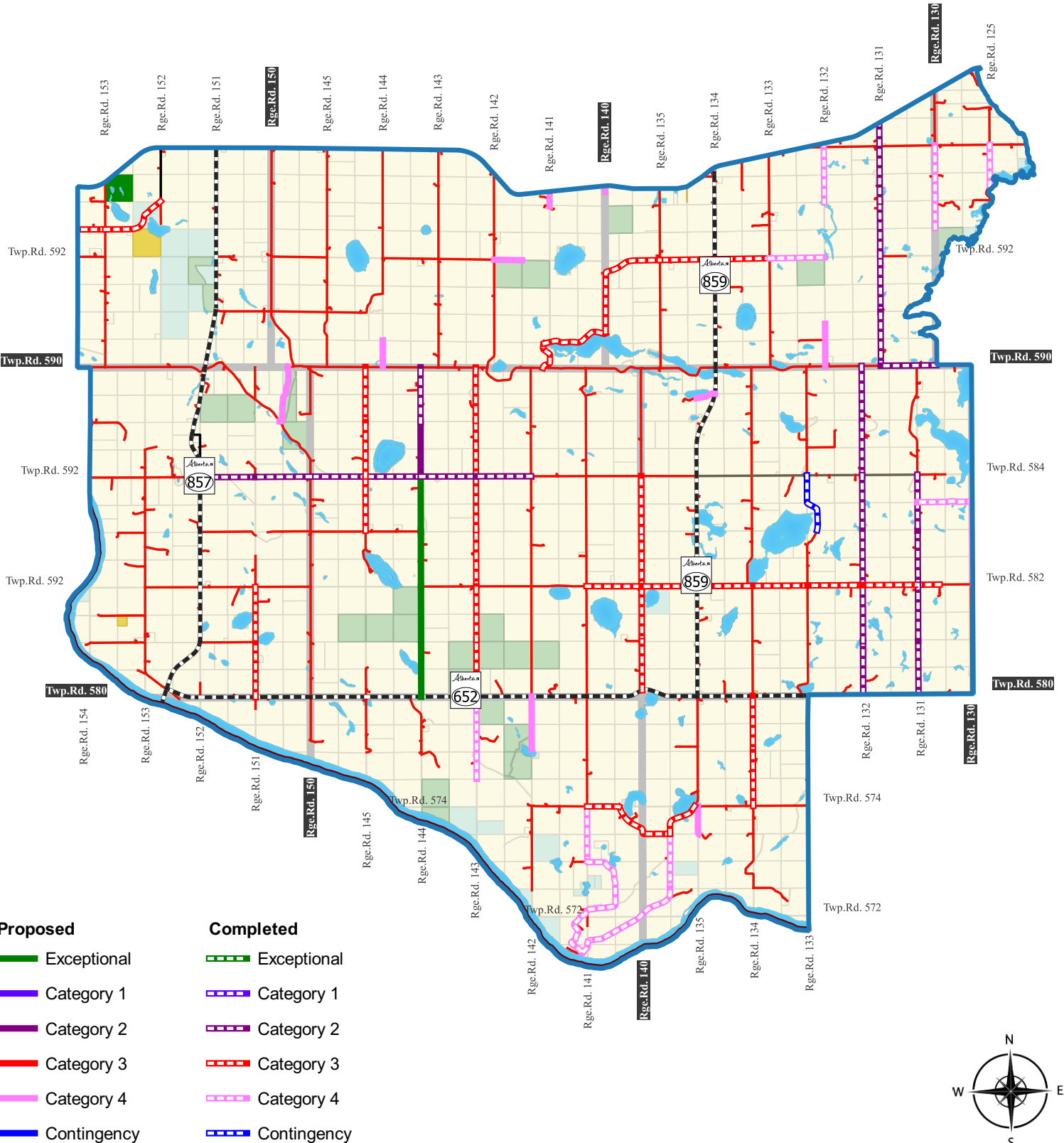
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Division Two Gravel 2021

Completed up to September 15, 2021



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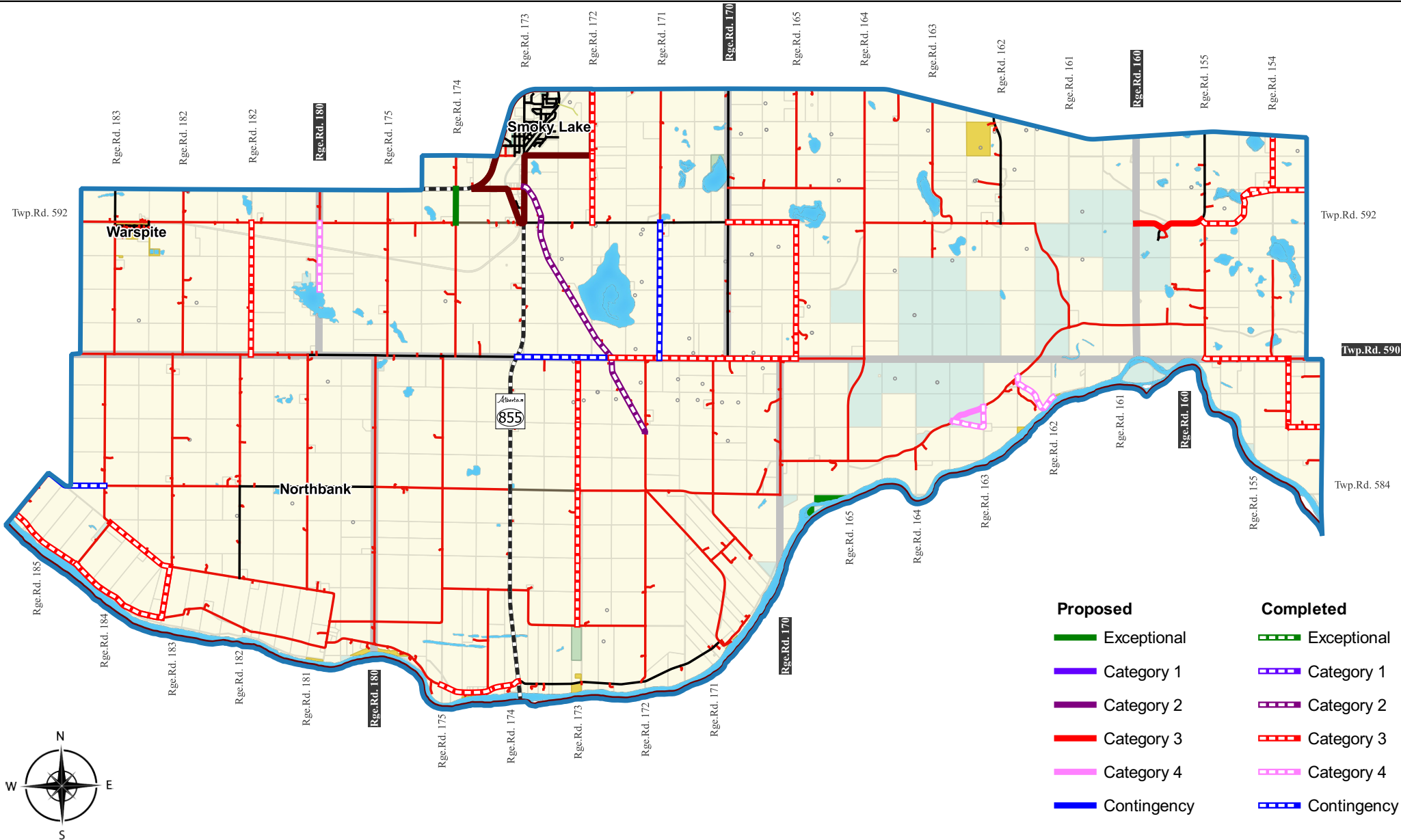
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Division Three Gravel 2021

Completed up to September 15, 2021



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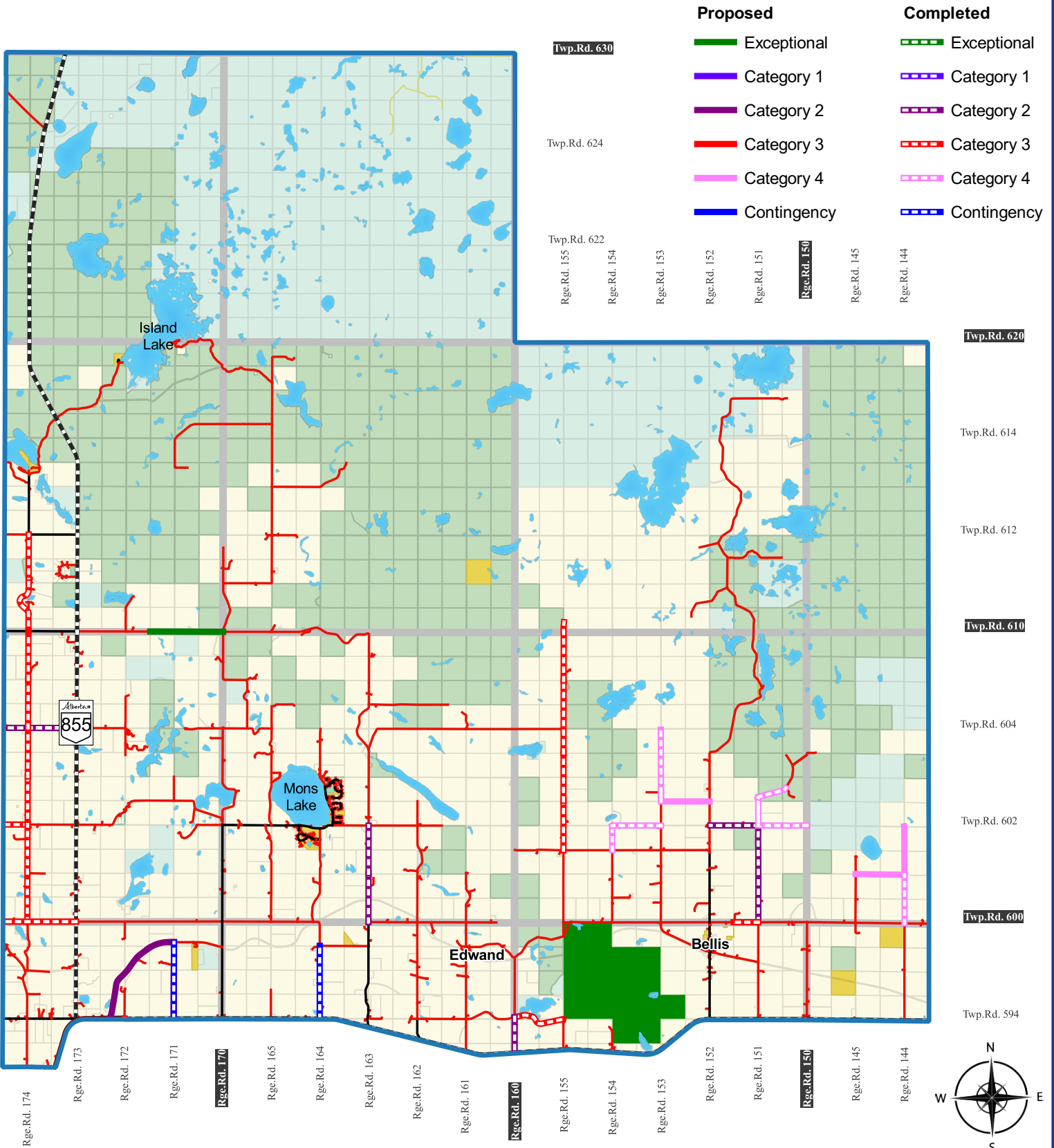
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Division Four Gravel 2021

Completed up to September 15, 2021



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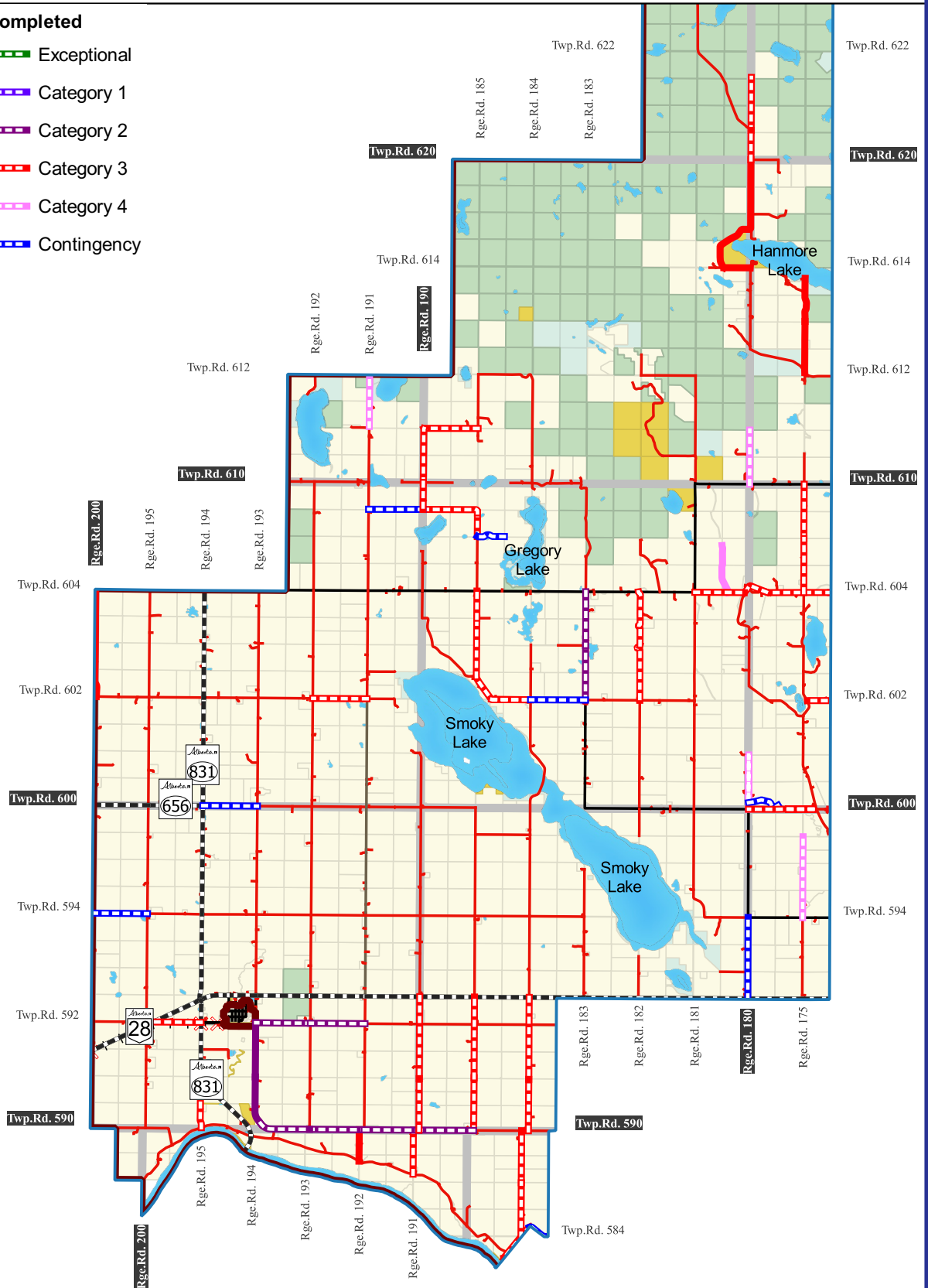


Division Five Gravel 2021

Completed up to September 15, 2021

- Proposed**
- Exceptional
 - Category 1
 - Category 2
 - Category 3
 - Category 4
 - Contingency

- Completed**
- - - Exceptional
 - - - Category 1
 - - - Category 2
 - - - Category 3
 - - - Category 4
 - - - Contingency



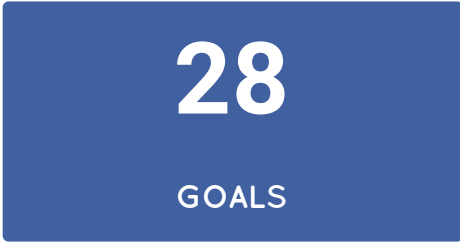
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5.1.c



PUBLIC WORKS PLAN
(PW) GOVERNANCE

Goal	Progress Update	Current Completion
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Equipment (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements:

1. 525 Repair hydraulic hose August 17 2021
2. 455A Service August 23 2021
3. 474 Cut and reweld chains onto mower deck August 23 2021
4. 218 Repair recoil August 23 -August 24 2021
5. 220 Repair hydraulic oil leak August 25 2021
6. 601 Change cutting edge August 25 2021
7. 209 Fix fuel leak September 1 2021
8. 627 Service. September 1 September 3 2021
9. 625 Put on plastic tank and pump and repair seat September 2 September 9 2021
10. 511 Change tire, clean radiator September 3 2021
11. 647 Fix packers September 3 2021
12. 502 Clean out radiator September 3 2021
13. 484 Tighten hitch bolt September 3 2021
14. 622 Replace hydraulic hose. September 7 2021
15. 507 Drain tandem and clean radiator. September 7 2021
16. 511 Repair tire. September 13 2021
17. 525 Winter service September 14-16 2021
18. 646 Repair tire and Repair wheel bearings September 14 2021

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

→ 4 – Tractors

0%
70% behind

→ 4 – Tractors (Removal)

0%
70% behind

→ 8 – Graders ready for summer – April. 2-3 graders at a time

0%
70% behind

→ 8 – Graders ready for winter Starting October 1st. 2-3 graders at a time

0%
70% behind

→ 286 Pieces of equipment and vehicles to service and repair: 286 unit

0%
0 / 286 unit
202 unit behind

Vehicle (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements:

1. 190 Remove turbo and replace. August 17 to August 20 2021
2. 106A Diagnose Check engine light. August 19 2021
3. 106A Install beacon. August 19 2021
4. 199A Service. August 20 2021
5. 158 CVIP. August 24 2021
6. 197 Bypass master switch. August 25 2021
7. 107 Repair wiring. August 26 2021
8. 108 Repair electrical issues. August 26 2021
9. 105 Service and Replace front and rear brakes. August 26 2021
10. 190 Repair air to air boot. August 27 2021
11. 116 Replace brakes September 1 2021
12. 181 Replace tires. September 2 2021
13. 170 Service and replace fuel tank. September 9 2021
14. 135 Service and fix Ignition. September 10 2021
15. 197 Service. September 13 2021
16. 121 Repair light issues. September 13 2021
17. 195 Service. September 13 2021
18. 181 Replace air bag. September 14 2021

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
0 / 100%
100% behind

→ 3 – Sand trucks ready for October

0%
100% behind

→ 3 – Trucks ready for summer – April

0%
70% behind

→ 31- Annual 3-Semi-Annually x 2 CVIP's on trucks, trailers, vans and buses. Trailers are done from December to February. Trucks are done from March to April.

0%
70% behind

→ 150 Services to vehicles and equipment: 150 Service(s)

0%
0 / 150 Service(s)
106 Service(s) behind

Protective Services Maintenance/Repair (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements:

1. No repairs to any units during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

→ **15-20 Units: Prepare fire equipment for fire season. At all times water trucks and tanks filled with water and fuel at all times for emergency**

0%
70% behind

Contract Work (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements: 322 check over school bus for HAK September 13 2021

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

Administrative (PW Shop Foreman): 100%

Mark Fedoretz:

- Achievements:**
1. Attend managers meetings
 2. Working on getting quotes for budget
 3. Ordering/sourcing parts
 4. Helping/completing projects in the shop
 5. Review vehicle check lists
 6. Signing and making sure bills are billed out correctly
 7. Attend joint health and safety meeting
 8. Attend budget meeting

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

→ **40 Equipment check lists to review**

0%
70% behind

→ **99 Vehicle check lists to review.**

0%
70% behind

→ **Annual employee evaluations**

0%
70% behind

→ **Annual inventory count**

0%
70% behind

Training (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements: Got a over view in Certified Tracking upon how it helps in fleet management.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

Council Member Inquiry (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements: no council member inquires during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

0%
0 / 100%
100% behind

Administrative (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Contract Work (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Council Member Inquiry (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Equipment (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Protective Services Maintenance/Repair (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Training (PW Shop Foreman): 100%

0%
0 / 100%
70% behind

Vehicle (PW Shop Foreman): 100%

0%
0 / 100%
70% behind



5.1.e

7
GOALS

EMERGENCY SERVICES PLAN
(ES) COMMUNITY SERVICES

Goal

Progress Update

Administrative Activity (FIRE): 100%

NEW Scott Franchuk:

Achievements:

- Completed research and RFD for County Council meeting on Small Claims
- Resolved all outstanding invoices and accounts with Alberta Transportation
- Completed 2 letters to ratepayers for outstanding invoices
- Completed 2022 Capital Budget Request forms
- Worked on fire reports
- Completed 3 Alberta Transportation invoices
- Completed drone work at the at RR 132 and Twp 592 as per requested by Ag Department

Transitional Solutions

- Completed final interview on Fire Department operations
- Attended the phase 2 launch zoom meeting with TSI on the Governance Review
- Review the 3 Joint Operations Agreement Bylaws with TSI staff
- Review the Terms of Reference for the Regional Committee with TSI staff
- Attended a Zoom Meeting on the Fire Department Governance between the 4 municipalities

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Fire Protective Services: 100%

NEW Scott Franchuk:

Achievements:

- Fire Restriction was downgraded to a Fire Advisory on August 25, 2021
- 4 fire permits were inspected and issued
- 1 fireworks permit was issued

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Waskatenau Fire Department: 100%

NEW Scott Franchuk:

Achievements:

- Waskatenau Fire responded to 1 collision and 1 medical
- 6 members reviewed and created a traffic control plan for the round-about
- Covid-19 PPE and patient care protocols were sent to the members to review
- 5 Covid-19 PPE were built and stocked in the trucks
- Met with the County Fire Chief to discuss the 2022 draft budget

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Smoky Lake Fire Department: 100%

NEW Scott Franchuk:

Achievements:

- Smoky Lake Fire Department responded to 1 fire, 1 medical and 1 fire alarm
- The Department host 2 training nights
- Covid-19 PPE and patient care protocols were sent to the members to review
- 6 Covid-19 PPE kits were built and stocked in the trucks
- Met with the County Fire Chief to discuss the 2020 draft budget

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Vilna Fire Department: 100%

NEW Scott Franchuk:

Achievements:

- Vilna Fire Department responded to 1 collision, 2 fires, 1 medical and 2 alarms
- The Department hosted 2 training nights
- Engine 401 would not start and the batteries were replaced
- Covid-19 PPE and patient care protocols were sent to the members to review
- 3 Covid-19 PPE kits were built and stocked in the trucks
- Met with the County Fire Cheif to discuss 2022 draft budget

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Training Activity (FIRE): 100%

NEW Scott Franchuk:

Achievements:

- Continuation of the Firefighter Basic Training will continue in October/November

Challenges: *No value*

Next Steps: *No value*

2021/09/15

Council Member Inquiry (FIRE): 100%

NEW Scott Franchuk:

Achievements:

- No Council inquiries

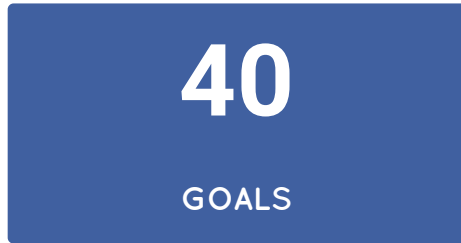
Challenges: *No value*

Next Steps: *No value*

2021/09/15



5.1.f



PUBLIC WORKS PLAN

Goal	Progress Update	Current Completion
<p>Damage Claim – Private Property within the Hamlet of Spedden</p>	<p>Patti Priest: Achievements: Cheque No. 51069 dated March 25, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/03/29</p>	<p>50% 10% behind</p>
<p>Annual Safety Meeting</p>	<p>Patti Priest: Achievements: Recorded on the Action List for historical reference. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/03/17</p>	<p>100% -</p>

Safety (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: Aug 24 set up emergency procedures at Spedden transfer station and Bellis Transfer station

Aug 25 set up emergency procedures at WE Pit scale shack

Aug 27 worked on getting paperwork for staff to sign for workplace violence/harassment policy

Aug 30 dealing with staff for mental health issues

Sept 2 went to city for phone supplies, camera parts, and PW parts

Sept 2 dealing with taxpayer report to council never received proper documentation

Sept 10 booked external auditor

Sept 14 meeting with Town for safety program

Challenges:

Next Steps: *No value*

2021/09/15

0%
0 / 100%
100% behind

→ Check over JSA forms from site inspections

Trevor Tychkowsky:

Achievements: Aug 30 reviewed 52 JSA's

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
70% behind

→ Transport worker to OIS clinic Edmonton

0%
100% behind

→ Assist all other departments

Trevor Tychkowsky:

Achievements: Aug 27 set up Cameras at 2 locations for transfer sites

Aug 30 working on cameras at transfer sites

Sept 8 Spedden transfer broken into got card and given to RCMP

Sept 8 set up camera at Whitefish lake water station as a result of the B&E

Sept 13 contacted RCMP Spedden transfer station broken into again

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
70% behind

Disaster Services (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: Aug 25 AEMA training online
Sept 2 registered for Logistic course Sept 8

Sept 2 sent invite for bordering on disaster conference and registered myself and on fire dept

Sept 13-17 bordering on disaster conference one hour per day

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
0 / 100%
100% behind

→ Apply for grants when needed

Trevor Tychkowsky:

Achievements: no further action required

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
70% behind

→ ASIST Training

Trevor Tychkowsky:

Achievements: no further action required

Challenges: *No value*

Next Steps: *No value*

2021/09/15

0%
70% behind

→ Attend Disaster summit

→ Attend yearly AEMA Summit

Trevor Tychkowsky:

Achievements: no further action required

Challenges: *No value*

Next Steps: *No value*

2021/05/17

0%
70% behind

→ Attend yearly Disaster forum

→ Chair Organized regional team (ASIST)

Trevor Tychkowsky:

Achievements: no further actions required

Challenges: *No value*

Next Steps: *No value*

2021/07/12

0%
70% behind

Risk Pro (Safety Officer): 100% → Attend strat plan meetings	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/05/17	0% 0 / 100% 100% behind
Public Works (Safety Officer): 100% → Assist P.W. when needed	Trevor Tychkowsky: Achievements: Sept 13 called for when fence to be done at shop Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15	0% 70% behind 0% 0 / 100% 100% behind
Administrative (Safety Officer): 100% → Safety Committee	Trevor Tychkowsky: Achievements: Sept 8 meeting with CAO on COVID protocols staff close contact to positive case Sept 15 budget meeting Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15	0% 70% behind 25% 25 / 100% 75% behind
→ Answer e-mails from Call center for after hour complaints 0 Complaint(s)	Trevor Tychkowsky: Achievements: Sept 13 prepared report for safety committee Sept 16 Safety Committee Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15	0% 66% behind
	Trevor Tychkowsky: Achievements: Sept 15 answered 26 after hour calls from Kyetech. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15	0 / 0 Complaint(s) -

<p>→ Answer phones</p>	<p>Trevor Tychkowsky: Achievements: Sept 9 - 10 answered phones and emails for shop and office for staff working from home Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15</p>	<p>0% 70% behind</p>
<p>→ Cascade reports</p>	<p>Trevor Tychkowsky: Achievements: Aug 23 Departmental meeting Sept 15 sent off report for council Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15</p>	<p>0% 70% behind</p>
<p>Training (Safety Officer): 100%</p>	<p>Trevor Tychkowsky: Achievements: no further action done Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15</p>	<p>0% 0 / 100% 100% behind</p>
<p>→ Attend Alberta Safety Conference</p>		<p>0% 70% behind</p>
<p>→ Attend Annual H&S safety conference</p>		<p>0% 70% behind</p>
<p>→ Attend annual safety conference</p>		<p>0% 70% behind</p>
<p>→ Attend Safety group NASC</p>		<p>0% 70% behind</p>
<p>→ Attend yearly conference</p>		<p>0% 70% behind</p>
<p>→ ATV Training</p>		<p>0% 70% behind</p>
<p>→ Chair Provincial Safety/ Utility group (RUSA)</p>	<p>Trevor Tychkowsky: Achievements: July 15 virtual meeting for conference Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/08/23</p>	<p>0% 66% behind</p>

Council Member Inquiry (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: Need date for regional meeting date for Disaster service committee

Challenges: *No value*

Next Steps: *No value*

2021/06/15

0%
0 / 100%
100% behind

Administrative (Safety Officer): 100%

0%
0 / 100%
70% behind

Council Member Inquiry (Safety Officer): 100%

0%
0 / 100%
70% behind

Disaster Services (Safety Officer): 100%

0%
0 / 100%
70% behind

Public Works (Safety Officer): 100%

Trevor Tychkowsky:

Achievements: no further action required

Challenges: *No value*

Next Steps: *No value*

2021/05/17

0%
0 / 100%
70% behind

Risk Pro (Safety Officer): 100%

0%
0 / 100%
70% behind

Safety (Safety Officer): 100%

0%
0 / 100%
70% behind

Training (Safety Officer): 100%

0%
0 / 100%
70% behind

(PW) Organizational Efficiency

↳ (PW) Complete Annual Work Plan

Trevor Tychkowsky:

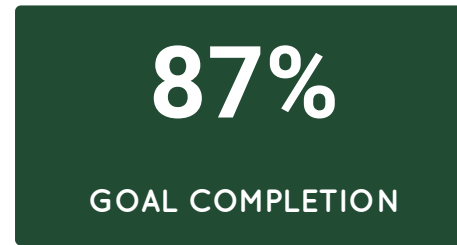
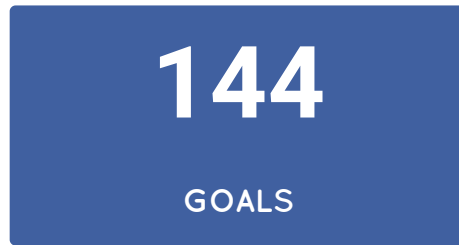
Achievements: Feb 22 completed work plans

Challenges: *No value*

Next Steps: *No value*

2021/03/15

100%
-



JORDAN RUEGG

BEHIND

Goal	Progress Update	Current Co...	Start D...	Due ...
Warspite Ironhorse Trail RV Park part of the 2018-2020 Strategic Priorities: 100%	<p>NEW Jordan Ruegg:</p> <p>Achievements: No action was taken during this period. Administration was instructed to hold an Open House on a potential RV park to be located in Warspite but this process has been put on hold due to the ongoing COVID-19 pandemic. Council had wished to hold the Open House in person to provide ratepayers with an opportunity to provide their input in person but this has not been possible due to the pandemic. Once large in-person gatherings are permitted again, an Open House will be scheduled.</p> <p>2021/09/13</p>	2% 2 / 100% 91% behind	2017/12/31	2021/12/31
(P&D) Prepare a Draft 5 Year Function Budget	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has begun work on the Department's 2022 budget in preparation for the fall budgeting process. The Planning and Development Manager attended the Budget meeting on September 15, 2021 in preparation.</p> <p>2021/09/13</p>	10% 84% behind	2021/01/01	2021/10/31
(P&D) Prepare Annual Budget	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has begun preparing for budget discussions that will take place later in 2021. The Planning and Development Department has been conducting a review of the Department's policies and bylaws to determine which, if any, require major amendments. Furthermore, the County has a number of Public Land Dispositions that require renewal in 2022/2023 that will require funding from the departmental budget. The Planning and Development Manager has begun to obtain quotes for this work in advance of budget deliberations.</p> <p>2021/09/13</p>	80% 13% behind	2021/01/01	2021/10/31

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

NEW Jordan Ruegg:

Achievements: The Planning and Development Manager has been compiling the necessary documentation to apply to the Minister of Environment and Parks to request to have the 300 metre development setback from the former Waskatenau Nuisance Ground reduced/eliminated. Once all of the necessary documentation has been compiled, the Planning and Development Manager will forward said application to Alberta Environment and Parks for consideration and will update Council on the status of this review as information becomes available.

2021/09/13



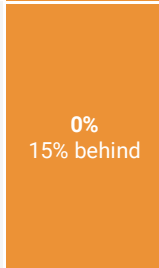
2021/08/26 2021/09/13

Sympathy Gift Basket to Juanita Marios, Executive Director of Métis Crossing

NEW Jordan Ruegg:

Achievements: The Planning and Development Manager will facilitate the purchase of a gift basket, not to exceed the amount of \$150.00, and comprising of items that were purchased from local businesses, for the purpose of extending sympathies to Juanita Marois, Executive Director, Metis Crossing, for the loss of her mother. The Planning and Development Manager will also make arrangements for the delivery of said basket to Mrs. Marois.

2021/08/30



2021/08/26 2021/09/13

ON TRACK

Goal	Progress Update	Current Co...	Start D...	Due ...
<p>Road Closures: 100%</p>	<p>NEW Jordan Ruegg:</p> <p>Achievements: ROAD CLOSURE FILE RC 027 - Bylaw 1398-21 (Hamlet of Edwand) Bylaw 1398-21 was given First Reading and a Public Hearing was held, at the June 24, 2021 Smoky Lake County Council meeting. A copy of the proposed Bylaw has been sent to the required referral agencies to determine whether or not any easements or crossing agreements will be required prior to cancellation of the portions of road. Once all of the referral agencies have submitted their responses to the County, the Planning and Development Manager will consolidate these responses and forward them along with the proposed Bylaw to the Minister of Transportation for approval.</p> <p>ROAD CLOSURE FILE RC 031 - Bylaw 1402-21 (Hamlet of Warspite) Bylaw 1402-21 was given First Reading at the August 26, 2021 Smoky Lake County Council. The Planning and Development Department will refer the proposed Bylaw to the required agencies to determine whether or not an easement/right-of-way agreement is necessary. Once responses have been received from all referral agencies, the responses will be consolidated and brought forward to Council as part of the Public Hearing information package for Council's consideration. A Public Hearing on the proposed Bylaw will be scheduled once all the responses have been received.</p> <p>Other Road Closure Files The Planning and Development Department continues to process requests for road closures as they arise.</p> <p>2021/09/13</p>		<p>2021/01/01</p>	<p>2021/12/31</p>

Land Use Planning/Development: 100%	NEW Jordan Ruegg:	<p>Achievements: No action was taken during this reporting period.</p> <p>2021/09/13</p>	<p>75% 75 / 100% 2% behind</p>	2021/01/01 2021/12/31
GIS Activity (P&D): 100%	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department worked with the GIS Technician to develop categories/criteria related to the County's trail system and used these categories to conduct an inventory of the trails located on County-owned reserve land at Garner Lake on August 31, 2021. The Planning and Development Department downloaded the field data into the GIS and the Technician has begun to organize and plot the data accordingly. The Planning and Development Department plans to conduct an inventory of trails on County-owned lands at Bonnie and Hanmore Lakes the week of September 13, 2021.</p> <p>2021/09/13</p>	<p>70% 70 / 100% -</p>	2021/01/01 2021/12/31
Heritage: Management: 100%	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department continues to work with the Smoky Lake Regional Heritage Board to identify potential heritage resources for municipal historic designation in 2021. No new heritage resources were identified for Municipal Historic Resource designation during this reporting period.</p> <p>The Planning and Development Department is also working in conjunction with the County's Public Works Department on the installation of interpretive plaques at the Ruthenia School and Rubuliak House.</p> <p>The Planning and Development Department intends to review the Heritage Management Plan in 2021 to update Council on the County's and Heritage Board's progress towards meeting the objectives of the 20-year Plan.</p> <p>2021/09/14</p>	<p>35% 35 / 100% 12% ahead</p>	2017/12/31 2033/12/31
Subdivision Development Appeal Board Updates: 100%	NEW Jordan Ruegg:	<p>Achievements: Subdivision File 21-R-317 was appealed to the Land & Property Rights Tribunal (formerly the Municipal Government Board). The Tribunal met on July 9, 2021, to hear the appeal. The Tribunal sent a letter to the appellant and to the County, dated August 10, 2021, informing the appellant and the County that the Tribunal has determined that it has all of the information that it requires to make a decision on the Appeal. The Tribunal issued its Decision in writing on August 18, 2021, upholding the decision of the Subdivision Authority and denying the applicant's appeal. A copy of the Decision is attached for reference.</p> <p>2021/09/13</p>	<p>70% 70 / 100% -</p>	2021/01/01 2021/12/31
Training Activity: 100%	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Manager and the Planning and Development Assistant will both attend the Alberta Development Officer's Association Conference between September 22-24, 2021. Following the Conference, a Training Event summary will be submitted to Council highlighting what was learned at the Conference and how this information will be applied within the Department.</p> <p>2021/09/13</p>	<p>85% 85 / 100% 15% ahead</p>	2021/01/01 2021/12/31

Council Member Inquiry (P&D): 100%	NEW Jordan Ruegg: Achievements: No action was taken during this reporting period. <i>2021/09/13</i>	70% 70 / 100% -	2021/01/01 2021/12/31
Sales of Municipally-Owned Land: 100%	NEW Jordan Ruegg: Achievements: There was no action taken during this reporting period. <i>2021/09/13</i>	70% 70 / 100% -	2021/01/01 2021/12/31
Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities: 100%	NEW Jordan Ruegg: Achievements: The Planning and Development Manager and the Planning and Development Assistant attended a meeting of the Victoria District Economic Development Strategy Working Group on September 15, 2021, to provide an update to County Councillors. The legal subcommittee of the Working Group is working with counsel to draft the documents that are required to create the Municipally Controlled Corporation. <i>2021/09/13</i>	70% 70 / 100% -	2021/01/01 2021/12/31
Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.: 100%	NEW Jordan Ruegg: Achievements: The Planning and Development Department is working on an amendment to the Land Use Bylaw to provide provisions for the raising of chickens/livestock in hamlet districts, and is also working on an amendment to revise provisions related to recreational vehicles and campgrounds, as per the direction received from the "What We Heard Report". Once the draft Bylaw has been prepared it will be brought forward to a future Committee of the Whole for the Purposes of Planning meeting for further discussion. <i>2021/09/13</i>	72% 72 / 100% 5% behind	2021/01/01 2021/12/31
Industrial Park: 100%	NEW Jordan Ruegg: Achievements: The Planning and Development Department continues to work with the Economic Development Officer to identify potential opportunities to attract industrial development. <i>2021/09/13</i>	70% 70 / 100% -	2021/01/01 2021/12/31
(P&D) Attend Joint Health & Safety Meetings: 12 Meeting(s)	NEW Jordan Ruegg: Achievements: The Planning and Development Manager and the Planning and Development Assistant attended the Joint Health & Safety Meeting held on September 16, 2021. The Planning and Development Manager and Planning and Development Assistant will also attend the Joint Health & Safety Meeting to be held on October 14, 2021. <i>2021/09/13</i>	88% 10.56 / 12 Meeting(s) -	2021/03/15 2021/12/31

Heritage Resources**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department continues to work with the Smoky Lake Regional Heritage Board to identify potential heritage resources for municipal historic designation in 2021. No new heritage resources were identified for Municipal Historic Resource designation during this reporting period.

The Planning and Development Department is also working in conjunction with the County's Public Works Department on the installation of interpretive plaques at the Ruthenia School and Rubuliak House.

The Planning and Development Department intends to review the Heritage Management Plan in 2021 to update Council on the County's and Heritage Board's progress towards meeting the objectives of the 20-year Plan.

2021/09/13

30%
30% ahead

2021/01/01 2021/12/31

Enforcement Actions**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department has taken no enforcement action during this period.

2021/09/13

15%
15% ahead

2021/01/01 2021/12/31

(P&D) Attend Annual Safety Meeting**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department will attend the Annual Safety Meeting if one is scheduled (may not happen due to the ongoing COVID-19 pandemic).

2021/09/13

6%
6% ahead

2021/01/01 2021/12/31

International Dark-Sky Association (IDA) - Dark Skies Nomination and Designation**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department is working on drafting an amendment to Smoky Lake County Land Use Bylaw No. 1272-14 pertaining to Dark Skies provisions, subject to the feedback received and consolidated in the "What We Heard Report". The proposed amendment will be brought forward to a future Committee of the Whole for the Purposes of Planning meeting for further discussion.

2021/09/13

91%
23% ahead

2020/12/10 2021/12/31

Bylaw No. 1371-20: Smoky Lake County Regional Heritage Board**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department is working on preparing the necessary documentation required to renew REC Lease 17005 (NW-24-60-17-W4M) for a 25-year term, prior to the expiration of the current REC Lease, dated January 1, 2023. To this end, the Department is working with consultants from CPP Environmental, who have assisted the County with renewal of other Dispositions in the past.

2021/09/13

75%
7% ahead

2020/12/10 2021/12/31

Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24-60-17-W4M)**NEW** Jordan Ruegg:

Achievements: The Planning and Development Department is working on preparing the necessary documentation required to renew REC Lease 17005 (NW-24-60-17-W4M) for a 25-year term, prior to the expiration of the current REC Lease, dated January 1, 2023. To this end, the Department is working with consultants from CPP Environmental, who have assisted the County with renewal of other Dispositions in the past.

2021/09/13

60%
4% behind

2021/01/28 2023/01/31

Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34-61-17-W4M)	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department is working on preparing the necessary documentation required to renew REC Lease 17007 (NE-34-61-17-W4M) for a 25-year term, prior to the expiration of the current REC Lease, dated November 13, 2022. To this end, the Department is working with consultants from CPP Environmental, who have assisted the County with renewal of other Dispositions in the past.</p> <p>2021/09/13</p>	<p>60% 4% behind</p>	<p>2021/01/28 2021/12/31</p>
Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20-61-17-W4M).	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department is working on preparing the necessary documentation required to renew DLO 170189 (NE-20-61-17-W4M) for a 25-year term, prior to the expiration of the current DLO, dated September 3, 2022. To this end, the Department is working with our consultants at CPP Environmental who have assisted the County with the renewal of other Dispositions in the past.</p> <p>2021/09/13</p>	<p>60% 4% behind</p>	<p>2021/01/28 2021/12/31</p>
International Dark-Sky Association (IDA)	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department is preparing an amendment to the County's Land Use Bylaw No. 1272-14 to incorporate provisions related to Dark Skies, reflecting the feedback that was received and consolidated into the "What We Heard Report". The proposed amendment will be brought forward to a future Committee of the Whole for the Purposes of Planning meeting for further discussion.</p> <p>2021/09/13</p>	<p>56% 3% behind</p>	<p>2021/03/08 2021/12/31</p>
Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department is preparing an amendment to Land Use Bylaw No. 1272-14, for developing provisions to allow for the keeping of chickens within the Hamlet General District, subject to the feedback received and consolidated in the "What We Heard Report". The proposed amendment will be brought forward to a future Committee of the Whole for the Purposes of Planning meeting for further discussion.</p> <p>2021/09/13</p>	<p>60% 1% ahead</p>	<p>2021/03/08 2021/12/31</p>
Alberta Wetlands Replacement Program	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Manager has sent letters to landowners within the identified project area, dated August 23, 2021, informing them of the Wetland Replacement Program and its benefits, in an effort to identify potential owners that would be interested in participating in the Program. To date, the Planning and Development Department has not received an interest in participating in the Program from the owners that were sent letters. The Planning and Development Department will report back to Council once the letters have been circulated and enough time has passed in order to give the landowners the opportunity to respond.</p> <p>2021/09/13</p>	<p>60% 1% ahead</p>	<p>2021/03/08 2021/12/31</p>

Safety Codes Agency Contract – Request for Proposals	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department has received two (2) Proposals to provide Safety Codes Act services to Smoky Lake County and its Regional partners. These proposals were discussed at the Intermunicipal Collaboration Committee meeting held on September 16, 2021. The Planning and Development Manager will forward the Proposals to the September 23, 2021 County Council meeting for discussion on the awarding of the Contract.</p> <p>2021/09/13</p>	<p>55% 1% behind</p>	<p>2021/03/25 2021/12/31</p>
County Trail Inventory	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department completed an inventory/assessment of the trails located at Garner Lake on August 31, 2021. The Planning and Development Department will complete an inventory/assessment of the trails located at Bonnie and Hanmore Lakes the week of September 13, 2021. The data collected from these assessments will be downloaded in to the County's GIS for processing and will assist with the preparation of a Trails Strategy for Smoky Lake County.</p> <p>2021/09/14</p>	<p>25% 9% ahead</p>	<p>2021/06/24 2021/12/31</p>
Bylaw No. 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A, and north of Lot B, Plan 8420551 Warspite	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has sent referral letters to the required referral agencies and is awaiting their responses prior to scheduling a Public Hearing on the propose Bylaw. Once the responses have been received from the referral agencies have been received, they will be consolidated and presented to Council as part of the Public Hearing information package.</p> <p>2021/09/13</p>	<p>15% -</p>	<p>2021/08/26 2021/09/30</p>
Town of Smoky Lake and Smoky Lake County Intermunicipal Development Plan Bylaw	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager sent notice to the Town of Smoky Lake that Smoky Lake County Council has adopted a Resolution to renew Smoky Lake County Bylaw No. 1289-16, and requested that the Town of Smoky Lake also resolve to renew said Bylaw. The Town of Smoky Lake will be giving consideration to said Resolution at the September 21, 2021 Town Council meeting.</p> <p>2021/09/13</p>	<p>50% 35% ahead</p>	<p>2021/08/26 2021/09/30</p>
What We Heard Report: Hamlet Chickens, Dark Skies Designation, and RVs at Lake Lots	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department continues to prepare an amendment to Land Use Bylaw No. 1272-14, for incorporating provisions respecting the keeping of chickens in hamlets, recreational vehicles and Dark Skies, subject to the "What We Heard Report". Said amendment shall be brought forward to a future Committee of the Whole for the Purposes of Planning meeting for discussion.</p> <p>2021/09/13</p>	<p>15% -</p>	<p>2021/08/26 2021/09/30</p>
Heritage River Management Planning Process Framework	<p>NEW Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department has advertised a Request for Expressions of Interest to facilitate the development of a Canadian Heritage Rivers System Management Plan for the North Saskatchewan River, with a closing date of September 28, 2021. Received Expressions of Interest will be forwarded to Council for consideration at a future County Council meeting.</p> <p>2021/09/13</p>	<p>15% -</p>	<p>2021/08/26 2021/09/30</p>

Lake Subdivision Signage Project

NEW Jordan Ruegg:

Achievements: The Planning and Development Department is working to have the Lake Subdivision Signage fabricated as per the direction received from Council at the August 24, 2021 County Council meeting. The Planning and Development Department will be visiting the proposed locations of said Signage, and during this site visit, will determine final locations and stake them for the Public Works Department so that they are aware of where the signs are to be erected.

2021/09/13

NEW Jordan Ruegg:

Achievements: The Planning and Development Department is working to have the Lake Subdivision Signage fabricated as per the direction received from Council at the August 24, 2021 County Council meeting. The Planning and Development Department will be visiting the proposed locations of said Signage on Tuesday, August 31, 2021, and during this site visit, will determine final locations and stake them for the Public Works Department so that they are aware of where the signs are to be erected.

2021/08/30

15%

2021/08/26 2021/09/13

Closure of Road Plan 10 C.L. & Road Plan 3098HW, located within NE-19-57-13-W4M

NEW Jordan Ruegg:

Achievements: The Planning and Development Manager sent a letter to Mr. Novosiwsky, dated September 2, 2021, informing him of Council's decision to proceed with the closure and realignment of Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE 19-57-13-W4M & SE 30-57-13-W4M.

2021/09/02

NEW Jordan Ruegg:

Achievements: The Planning and Development Manager will prepare letters to the affected landowners informing them of Council's decision to proceed with the closure of the said portions of Road Plan 10 C.L. and Road Plan 3098HW, at no cost to the County.

Should the affected landowners both agree to proceed with the application at their cost, the Planning and Development Manager will prepare the necessary Resolution for Council's consideration at a future County Council meeting. The Planning and Development Manager has already sent notice to affected referral agencies that the County intends to close said Road Plans and will consolidate the responses received from these agencies and provide this information to Council at the time of consideration of a Resolution.

2021/08/30

15%

2021/08/26 2021/09/13

COMPLETE

Goal	Progress Update	Current Co...	Start D...	Due ...
Inter-municipal Collaborative Frameworks with the Counties of St. Paul, Lac La Biche & Two Hills as part of the 2018-2020 Strategic Priorities: 100%		100% 100 / 100%	2017/12/31	2020/12/31
Inter-municipal Collaborative Framework with the Town of Smoky Lake as part of the 2018-2020 Strategic Priorities: 100%		100% 100 / 100%	2017/12/31	2020/12/31

Inter-municipal Collaborative Framework with the Village of Vilna part of the 2018-2020 Strategic Priorities: 100%	100% 100 / 100% -	2017/12/31 2020/12/31
Inter-municipal Collaborative Framework with the Village of Waskatenau part of the 2018-2020 Strategic Priorities: 100%	100% 100 / 100% -	2017/12/31 2020/12/31
Inter-municipal Collaborative Framework with the Counties of Lamont and Thorhild as part of the 2018-2020 Strategic Priorities: 100%	100% 100 / 100% -	2017/12/31 2021/04/01
Planning and Development Manager Work Plan: 100%	100% 100 / 100% -	2021/01/01 2021/04/01
→ Field Work/Research	100% - -	2020/01/01 2021/12/31
→ Manager's Meetings	100% - -	2021/01/01 2021/12/31
Nuisance Ground StudyNote: Strategic Priorities Chart Feb 6, 2017: 100%	100% 100 / 100% -	2021/01/01 2021/07/01
Land Use Bylaw Amendments - Recreational Vehicles	100% - -	2021/01/01 2022/01/01
↳ Public Hearing - Re: Amendment: 1 Milestone(s)	100% 1 / 1 Milestone(s) -	2021/03/15 2021/06/01
Intermunicipal Development Plan with Lamont County	100% - -	2019/08/27 2021/04/01
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)	100% - -	2020/10/22 2020/12/31
Bylaw No. 1380-20: Road Closure – Undeveloped Road Allowance; East Side of River Lot 10 (Victoria Settlement)	100% - -	2020/10/22 2020/12/31
Canadian Heritage River System (CHRS)	100% - -	2020/12/02 2020/12/31
International Dark-Sky Association (IDA)	100% - -	2020/10/29 2020/12/31
Alberta Wetlands Replacement Program Memorandum of Understanding (MOU)	100% - -	2020/10/29 2020/12/31
Policy Statement No. 61-11-01: Planning and Development Fees	100% - -	2020/10/29 2020/12/31
Land Use Bylaw No. 1272-14 Amendment – RVs & Campsites	100% - -	2020/10/29 2020/12/31
Land Use Bylaw No. 1272-14 Amendment – Shipping Containers	100% - -	2020/10/29 2020/12/31
Land Use Bylaw No. 1272-14 Amendment – Tiny Homes	100% - -	2020/10/29 2020/12/31

Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas	100% -	2020/10/29 2020/12/31
Bylaw No. 1385-20: Designation of Ferry Crossing as a Municipal Historic Area	100% -	2020/12/10 2021/12/31
Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation	100% -	2020/12/10 2021/12/31
Bylaw No. 1386-20: Land Use Bylaw 1272-14 Amendment for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes	100% -	2020/12/10 2021/12/31
Bylaw No. 1387-20: Planning and Development Fees	100% -	2020/12/10 2021/12/31
Policy Statement No. 61-05-05: Planning and Development Fees	100% -	2020/12/10 2021/12/31
Lamont County Intermunicipal Development Plan (IDP) Proposed Bylaw No. 1383-20	100% -	2020/12/10 2021/12/31
Lamont County - Intermunicipal Collaboration Committee (ICC) Meeting	100% -	2020/12/10 2021/12/31
Steven Leluik, Landowner - Waterfront Access Proposal	100% -	2020/12/10 2021/12/31
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.31 acres)	100% -	2020/12/10 2021/12/31
Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County	100% -	2020/12/10 2021/12/31
Watershed Resiliency and Restoration Program	100% -	2020/12/10 2021/12/31
Wetland Replacement Program Memorandum of Understanding	100% -	2020/12/10 2021/12/31
Intermunicipal Collaboration Committee (ICC) Meeting with Lamont County	100% -	2020/12/10 2021/12/31
Alberta Environment and Parks	100% -	2020/12/10 2021/12/31
Alberta Development Officers Association (ADOA)	100% -	2020/12/10 2021/12/31
Victoria District Economic Development Strategy: Business Plan	100% -	2020/11/26 2021/12/31
Bylaw No. 1390-20: Victoria District Economic Development Strategy Business Plan	100% -	2020/12/16 2021/12/31
Victoria District Economic Development Strategy: Municipally Controlled Corporation (MCC)	100% -	2020/12/16 2021/12/31
Vision XS Ltd. Scope of Work – Memorandum of Understanding	100% -	2020/12/16 2021/12/31

Nuisance and Unsightly Properties	100%	2020/12/11 2021/12/31
(P&D) Complete Annual Work Plan	100%	2021/01/01 2021/02/28
Heritage Board Volunteer Recognition Certificates	100%	2021/01/28 2021/12/31
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)	100%	2021/01/28 2021/12/31
Bylaw No. 1386-20: Amending Land Use Bylaw No. 1272-14 for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes	100%	2021/01/28 2021/12/31
Discharge of Caveat – NW-4-59-15-W4M	100%	2021/01/28 2021/12/31
Government of Alberta's Heritage Preservation Partnership Program	100%	2021/01/28 2021/12/31
Smoky Lake County Regional Heritage Board - 2021 Alberta Heritage Conservation Grant	100%	2021/01/28 2021/12/31
Alberta Conservation Association's 2021-22 Conservation, Community & Education Grant	100%	2021/01/28 2021/12/31
Government of Canada's 2021 Environmental Damages Fund	100%	2021/01/28 2021/12/31
Canadian Heritage Rivers System (CHRS) - Parks Canada Funding Contribution	100%	2021/01/28 2021/12/31
Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan	100%	2021/01/28 2021/12/31
Danny and Kathy Bittner - Landowners	100%	2021/01/28 2021/12/31
Temporary Road Closure - Range Road 172, South of Township Road 600	100%	2021/02/16 2021/12/31
Bylaw No. 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan	100%	2021/02/25 2021/12/31
Bylaw No. 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan	100%	2021/02/25 2021/12/31
Bylaw No. 1391-21: Smoky Lake County & Lamont County Intermunicipal Collaboration Framework	100%	2021/02/25 2021/12/31
Municipal Excellence Award Nomination	100%	2021/02/25 2021/12/31
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)	100%	2021/02/25 2021/12/31
Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)	100%	2021/02/25 2021/12/31

Private Property within the Hamlet of Spedden	100% -	2021/02/25 2021/12/31
2021 Annual Planning Conference and Education Session	100% -	2021/02/25 2021/12/31
Request to Purchase County Owned Land – Pt. SW-06-59-15-W4M	100% -	2021/03/04 2021/12/31
Request to Purchase County Owned Land – Pt. SW-06-59-15-W4M	100% -	2021/03/04 2021/12/31
Request to Purchase County Owned Land – Pt. SW-06-59-15-W4M	100% -	2021/03/04 2021/12/31
Lake Subdivision Wayfinding Signage	100% -	2021/03/08 2021/12/31
Treaty Six Acknowledgement	100% -	2021/03/08 2021/12/31
Bylaw No. 1393-21: Amend Land Use Bylaw	100% -	2021/03/25 2021/12/31
Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County	100% -	2021/03/25 2021/12/31
Safety Codes Audit	100% -	2021/03/25 2021/12/31
Steven Leluik, Landowner - Waterfront Access Proposal Hillside Acres	100% -	2021/03/25 2021/12/31
Development Agreement for Stage 3 & 4 of Bonnie Lake Resort Subdivision	100% -	2021/04/23 2021/06/30
Alberta Coal Policy & the Eastern Slopes	100% -	2021/04/23 2021/05/31
Public Participation Plan: Hamlet Chickens, Dark Skies, Temporary RVs	100% -	2021/04/23 2021/11/30
Lake Subdivision Wayfinding Signage NEW Jordan Ruegg: Achievements: The Planning and Development Department is working to have the Lake Subdivision Signage fabricated as per the direction received from Council at the August 24, 2021 County Council meeting. The Planning and Development Department will be visiting the proposed locations of said Signage, and during this site visit, will determine final locations and stake them for the Public Works Department so that they are aware of where the signs are to be erected. <i>2021/09/14</i>	100% -	2021/04/23 2021/09/30
Development Agreement for Stage 3 & 4 of Bonnie Lake Resort Subdivision	100% -	2021/04/27 2021/05/31
Bylaw No. 1393-20: Land Use Bylaw 1272-14 amendment to rezone a portion of SE-29-59-19-W4M, from Agriculture (AG) District to Highway Commercial (C1) District	100% -	2021/04/29 2021/06/30
Victoria District Economic Development – Municipally Controlled Corporation (MCC)	100% -	2021/04/29 2021/06/30
Mons Lake Community Association	100% -	2021/04/29 2021/06/30

Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination Update	100% -	2021/05/27 2021/07/01
Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination	100% -	2021/05/27 2021/07/01
Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination	100% -	2021/05/27 2021/07/01
Proposed Public Participation Plan: Hamlet Chickens, Dark Skies, Temporary RVs	100% -	2021/05/27 2021/07/01
Encroachment Agreement – County Road Allowance (Willow Road) Mons Lake	100% -	2021/05/27 2021/07/01
Alberta Infrastructure Land Purchase Pt. SW-6-59-15-W4M	100% -	2021/05/27 2021/07/01
Land Use Bylaw Section 7.25.1 – Recreational Vehicles	100% -	2021/06/22 2021/07/01
Safety Codes Agency Agreement – Request for Proposals	100% -	2021/06/24 2021/07/01
Safety Codes Agency Agreement – Request for Proposals	100% -	2021/06/24 2021/07/01
Bylaw No. 1398-21: Cancellation of a portion of “FIRST AVE” and “MAIN ST” Edwand	100% -	2021/06/24 2021/07/01
Bylaw No. 1371-20: Joint Agreement to Regionalize the Smoky Lake County Regional Heritage Board (SLCRHB).	100% -	2021/06/24 2021/07/01
Chohor Church 100-Year Anniversary	100% -	2021/06/24 2021/07/01
Municipally Controlled Corporation (MCC) - Resolution to Establish	100% -	2021/06/08 2021/08/01
Revised Wetland Replacement Program Memorandum of Understanding	100% -	2021/07/20 2021/08/01
Draft North Saskatchewan in Alberta Heritage River Nomination Document	100% -	2021/07/20 2021/08/01
Draft North Saskatchewan in Alberta Heritage River Nomination Document	100% -	2021/07/20 2021/08/01
Sale of County Owned Land – Plan 6375KS, Lot P (2.01 Acres) within the Village of Vilna	100% -	2021/07/20 2021/08/01
Bylaw No. 1380-20: Road Closure – Delayed by Alberta Transportation	100% -	2021/07/20 2021/08/01
Bylaw 1289-16: Smoky Lake County & Town of Smoky Lake Intermunicipal Development Plan (IDP) NEW Jordan Ruegg: Achievements: Smoky Lake County Council adopted a Resolution at its August 26, 2021 meeting to Renew Bylaw No. 1289-16, an Intermunicipal Development Plan with the Town of Smoky Lake, and to send Notice of same to the Town of Smoky Lake, and request that they adopt a Resolution to renew the Town's version of said Bylaw at its earliest convenience. 2021/09/14	100% -	2021/07/28 2021/08/01

Lake Subdivision Wayfinding Signage	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Department is working to have the Lake Subdivision Signage fabricated as per the direction received from Council at the August 24, 2021 County Council meeting. The Planning and Development Department will be visiting the proposed locations of said Signage, and during this site visit, will determine final locations and stake them for the Public Works Department so that they are aware of where the signs are to be erected.</p>	100% -	2021/07/28 2021/08/14
Public Participation Plan: Hamlet Chickens, Dark Skies, Temporary RVs			100% -	2021/07/28 2021/08/14
North Saskatchewan Heritage River Project			100% -	2021/07/28 2021/08/14
Alberta Transportation Reimbursement of Project - former Waskatenau Nuisance Ground	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Manager sent an email, dated August 4, 2021, to Michael Botros, Regional Director, Alberta Transportation, informing him that the reclamation work of the former Waskatenau Nuisance Ground had been completed in July, 2021, and that Smoky Lake County was requesting the reimbursement of 50% of the total project costs up to a maximum of \$100,000.00, as per the email received from the Honorable Ric McIver, Minister of Transportation, dated July 9, 2020. In the email to Mr. Botros, the Planning and Development Manager provided Mr. Botros with both the Reclamation Report and the Groundwater Monitoring Report, as well as proof of payment of costs incurred for the project. The Planning and Development Manager received a response from Mr. Botros, dated August 5, 2021, informing Smoky Lake County that the County's request had been received and that the Ministry would begin work on processing the payment.</p>	100% -	2021/08/26 2021/09/13
Offer to Sell Land to Smoky Lake County – Plan 1955CL, Block 1, Lot 22 (Hamlet of	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Manager sent a letter to Ms. Fialkow, dated September 1, 2021, informing her of Council's decision to decline her request to transfer to Smoky Lake County, the lands legally described as Plan 1955CL, Block 1, Lot 22.</p>	100% -	2021/08/26 2021/09/01
Hillside Acres, Whitefish Lake Environmental Reserve Issues	NEW Jordan Ruegg:	<p>Achievements: The Planning and Development Manager sent a letter, dated September 2, 2021, to Gary and Anita DeWitt, in reference to Council's decision to defer discussion of their letter dated August 16, 2021, to a future Committee of the Whole Meeting. The DeWitts were told that they would be informed of the next Committee meeting when a date is determined so that they are able to attend to address the Committee with their concerns.</p>	100% -	2021/08/26 2021/09/02
Verbal Update: North Saskatchewan Heritage River Project			100% -	2021/04/23 2021/05/14
Two Hills Regional Chronicle			100% -	2021/06/24 2021/07/14
Trails Improvement for Birchland/Garner Lake			100% -	2021/06/24 2021/07/14

LAND AND PROPERTY RIGHTS TRIBUNAL

In The Matter Of A Subdivision Appeal filed by D. Kully (Appellant) under Part 17 of the *Municipal Government Act* being Chapter M-26 of the Revised Statutes of Alberta 2000 (*Act*).

Citation: Kully v Smoky Lake County (Subdivision Authority), 2021 ABMGB 51

Date: August 18, 2021

File Number: S21/SMOK/CO-012

Board Order Number: MGB 051/21

Before:

Members:

D. Thomas, Presiding Officer

G. Buchanan, Member

D. Mullen, Member

Case Manager:

K. Lau

This appeal was filed with the Municipal Government Board (MGB) and relates to a decision of Smoky Lake County Subdivision Authority (SA) respecting the proposed subdivision of SE 10-59-14 W4M (Subject Land). The hearing was held via videoconference on July 9, 2021, after notifying interested parties.

On June 2, 2021, the MGB changed to the Land and Property Rights Tribunal (LPRT) as a result of its amalgamation with three other boards under the *Land and Property Rights Tribunal Act*, SA 2020, c L-2.3. This order refers to the LPRT, since the hearing occurred after the amalgamation took effect.

OVERVIEW

[1] The LPRT had to consider whether it has the authority to vary the 20.0 acre maximum for country residential parcels as required in Smoky Lake County's planning documents, and if so, whether it was appropriate, under the circumstances, to allow an additional +/- 2.61 acres to create a +/- 22.61 acre parcel. The Appellant argued the additional 2.61 acres would accommodate existing developments, sewage treatment system and required setbacks.

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[2] The LPRT determined that although it has discretion to vary the size of the parcel, there are insufficient planning reasons to do so in this case; further, approval of the requested oversized parcel would be inconsistent with the policy direction in the Provincial and County planning documents, which intend to prevent fragmentation of agricultural land. It denied the appeal and adjusted the conditions of subdivision to clarify permissible configurations that will adhere to the 20.0 acre maximum and reduce unnecessary fragmentation of agricultural land.

REASON APPEAL HEARD BY LPRT INSTEAD OF SDAB

[3] Section 678(2) of the *Act* directs subdivision appeals to the LPRT when the subject land is within the provincial “Green Area” or within prescribed distances of features of interest to the province, including a highway, body of water, sewage treatment, waste management facility, or historical site. The distances are found in section 22 of the *Subdivision and Development Regulation*, Alta Reg 43/2002 (*Regulation*). In this case, the land is within the prescribed distance of one such feature, namely:

Body of Water	Wetlands are on the northwest and northeast portions of the parcel. A seasonal water course, oriented in a north-south direction is on the east side of the most westerly third of the parcel. Another seasonal water course, oriented east-west, traverses the proposed subdivision.
---------------	---

PROPOSAL

[4] To subdivide a 9.15 hectare (ha) (22.61 acre (ac)) parcel (Parcel) from a previously unsubdivided quarter section, to be used for residential purposes (as shown in Figure 1).

BACKGROUND

[5] The Subject Land is a previously unsubdivided quarter section in Smoky Lake County (County). It is directly west of Range Road 142, and approximately 5.6 km southwest of the Village of Vilna. The westerly third of the Subject Land is bound on the east side by a north-south oriented drainage course flanked by elevated land, both of which extend the length of the quarter section. There are wetlands and associated vegetation on the north end of this



Figure 1: Proposed Plan of Subdivision

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portion of the land, and original vegetation marked with trails and pipeline rights-of-way on the southerly portion. The easterly two thirds of the Subject Land is predominantly hay fields and pasture lands, with an existing house and accessory buildings (Homestead) located in the northeast portion.

[6] The Subject Land is designated Agriculture in the County's Municipal Development Plan (MDP).

[7] The Homestead is serviced by a water well and private sewage disposal system. Wastewater from the existing house is piped southward, crossing an intermittent drainage course, to an open discharge point located approximately 310 ft. north of an existing fence line, as shown in Fig. 2.

[8] The Appellant submitted a subdivision application to create a 9.15 ha (22.6 ac) parcel at the northeast corner of the Subject Land, to incorporate the existing Homestead and improvements, including the existing private sewage system discharge point/pump out, as shown on Fig. 2.

[9] The SA approved the application subject to the following conditions:

1. That the Tentative Plan of Subdivision be revised to be 8.09 ha (20.0 ac.) in area with dimensions to the satisfaction of the Subdivision Authority.
2. That prior to the registration of an instrument effecting this plan, the registered owner and/or developer enter into and comply with a development agreement with Smoky Lake County, pursuant to Section 655 of the *Municipal Government Act*, R.S.A 2001 c. M-26, as amended, and Policy 4.1.4.3 of the County's Municipal Development Plan Bylaw 1249-12, as amended, which development agreement shall be registered by way of caveat against the title of the proposed parcel.



Figure 2: Sewage Discharge Point

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3. That prior to endorsement of an instrument effecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of Smoky Lake County.
4. That prior to endorsement of an instrument effecting this plan, Smoky Lake County receive certification from an accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed parcel will satisfy the Private Sewage Disposal Systems Regulation, AR 229/97, and is suitable for the intended subdivision. Alternatively, the owner/ developer may provide the County with a variance to this from the County's Safety Codes Officer.
5. That the instrument effecting this plan identify the location of the private sewage disposal system and the distance between the system (or discharge point) and the boundaries of the proposed property lines.
6. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

[10] The Appellant objected to condition 1, and filed an appeal to the LPRT citing the following reason:

- Unable to meet the area of 8.09 ha. (20.0 ac.) based on the location of existing structures, fences, and sewer pump out.

ISSUES

[11] In all cases, the legislation requires the LPRT to address whether a proposed subdivision complies with the *Act, Regulation*, Provincial Land Use Policies (LUP), uses of land as prescribed in the Land Use Bylaw (LUB), standards and requirements in the LUB, and requirements set out in any statutory plans (see section 680(2) of the *Act*). In this particular case, the parties focused on the following issues:

1. Can the LPRT vary the 20.0 acre maximum for country residential parcels as referenced in the MDP Section 4.1.4.9 and the LUB section 8.2(4)B.i to accommodate existing improvements and sewage system setbacks?
2. If so, should the LPRT allow an additional +/- 2.61 acres to create a +/- 22.61 acre parcel?

SUMMARY OF THE SA's POSITION

[12] In accordance with Policy 4.1.4.9 of the County's MDP, a maximum of 20.0 ac. (8.09 ha.) will be allowed for country residential subdivisions or for farmstead separations, per quarter

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section. This proposal would create a developed country residential parcel of 9.15 ha (22.61 ac.) from the quarter section and does not conform to the policy. Unlike the LPRT, the SA is bound by the MDP as it is a statutory plan, leaving the SA no alternative but to reduce the area to 8.09 ha. (20.0 ac.) to conform.

[13] The LUB section 8.2(4)B.i, also limits the maximum size of a subdivided parcel for residential use, to 8.0 ha. (20.0 ac.). The proposed parcel of 9.15 ha. (22.61 ac.), must therefore be reduced in area to conform to the County's LUB.

[14] The SA's preference is that if the LPRT decides the area of the proposed parcel is reduced, the reduction should not be achieved by moving the proposed north property line south. Doing so would create a fragmented remaining parcel. The preference would be to move the proposed west property line eastwards to achieve the 20.0 acres.

SUMMARY OF APPELLANT'S POSITION

[15] The Appellant proposed the south property line to align with an existing fence, which is approximately 310 feet south of the existing wastewater pump out, to meet setback requirements of the Alberta Private Sewage System Standards of Practice (2015). The sewage system has been in place since 1978.

[16] If the LPRT requires the Appellant to reduce the area of the parcel to 20.0 acres, the Appellant would prefer to remove 2.6 acres from the north side of the parcel, with the north property line parallel to the quarter section line.

[17] The proposed west boundary of the parcel was set to incorporate some cultivated land and the existing shelter and windbreak.

FINDINGS

1. The LPRT has discretion to depart from the statutory plan requirements and LUB standards.
2. In this case, the reason to do so was to accommodate the sewage system/shelter/wind break, which is not a sufficient land use planning reason.

DECISION

[18] The appeal is denied and the decision of conditional approval of the SA is varied as follows:

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1. That the Tentative Plan of Subdivision be revised to be 8.09 ha (20.0 ac.) in area with the dimensions to the satisfaction of the SA. The north and east boundaries are to remain in place. The Applicant has the option of adjusting the west and/or south boundaries to meet the 20 acre maximum size requirement.
2. That prior to the registration of an instrument effecting this plan, the registered owner and/or developer enter into and comply with a development agreement with Smoky Lake County, pursuant to section 655 of the *Municipal Government Act*, R.S.A. 20001 c. M-26, as amended, and Policy 4.1.4.3 of the County's Municipal Development Plan Bylaw 1249-12, as amended, which development agreement shall be registered by way of caveat against the title of the proposed parcel.
3. That prior to endorsement of an instrument effecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of Smoky Lake County.
4. That prior to endorsement of an instrument effecting this plan, Smoky Lake County receive certification from an accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed parcel will satisfy the Private Sewage Disposal Systems Regulation, AR 229/97, and is suitable for the intended subdivision. Alternatively, the owner/ developer may provide the County with a variance to this from the County's Safety Codes Officer.
5. That the instrument effecting this plan identify the location of the private sewage disposal system and the distance between the system (or discharge point) and the boundaries of the proposed property lines.
6. That taxes are fully paid when final approval (endorsement) of the instrument effecting the subdivision is requested.

[19] FURTHER, the Appellant shall provide documentation to the SA for Smoky Lake County to demonstrate that the above noted conditions have been met, prior to the endorsement pursuant to sections 657 and 682 of the *Act*.

[20] AND FURTHER, this decision is valid for a period of one year from the date of this Order. Under section 657(4) of the *Act*, if the plan of subdivision or other instrument is not submitted to the subdivision authority within the time prescribed by section 657(1) or any longer period authorized by council, the subdivision approval is void.

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REASONS

Issue 1: Can the LPRT vary the 20.0 acre maximum?

[21] Section 680(2)(a.1) of the *Act* requires the LPRT to “have regard to any statutory plan”; however, it is well established that this requirement does not make statutory plans such as an MDP binding on an appeal board. This well-established interpretation is supported by contrasting the Legislature’s choice wording in other subsection of section 680, which gives the LPRT less discretion in relation to other enactments:

...

(b) must conform with the uses of land referred to in a land use bylaw;

(c) must be consistent with the land use policies;

(d) must have regard to but is not bound by the subdivision and development regulations;

...

[22] Although (b) requires the LPRT to conform with uses in the LUB, it makes no mention of standards, leaving discretion to adjust LUB size provisions in appropriate circumstances.

Issue 2: Are these appropriate circumstances for the LPRT to exercise its discretion to vary parcel size?

[23] The LPRT must examine requests to vary provisions in statutory plans or the LUB on a case-by-case basis to determine whether they are supported by good land use planning principles, other provincial planning legislation, and the intent of Council as expressed in the various planning documents. In this case, the LPRT is not convinced there are sufficient planning reasons to justify the requested variance.

[24] The maximum size requirement is set out in Policy 4.1.4.9 of the County’s MDP, which says

Normally a maximum of 20.0 ac will be allowed for country residential subdivisions or for farmstead separations per quarter section.

Similar wording appears in LUB Section 8.2(4)B.i.

[25] The inference behind the wording of these provisions is that variances are not “normally” encouraged, and should not be granted without significant planning justification. In this regard, the LPRT also notes that MDP Policy 4.1.4.9 falls under County MDP Objective 4.1.4 which states the following objective:

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To provide opportunities for low net environmental impact Country Residential development in the Agricultural Use area without unnecessarily fragmenting working landscapes

Similarly, the stated purpose in the Agricultural 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.

[26] These provisions display an overall intent to prioritize the integrity of the agricultural land base and discourage fragmentation. While the LPRT understands the Appellant's proposed configuration is designed to accommodate existing development and sewage disposal system, the variance requested is over 10%, which amounts to over 2.5 acres. In the LPRT's view, allowing the oversized parcel requested would tend to undermine the Council's policy intent as expressed in the MDP and LUB.

[27] The LPRT acknowledges the Appellant's suggestion that the parcel's proposed area could be reduced by shifting the north property line southward, which would help to accommodate the existing sewage disposal system. However, this configuration would result in unnecessary fragmentation in the sense that it would create a corner of agricultural land in the northeast of the remainder. As such, it would be out of keeping with the intent of the MDP and LUB, as well as Provincial Land Use Policy 6.1.2, which encourages municipalities to limit the fragmentation of agricultural lands and their premature conversion to other uses.

[28] With respect to the sewage disposal system, the LPRT also notes Policy 4.1.4.5 in the MDP, which states

The assessment of the suitability of a proposed country residential subdivision will not take into consideration required setbacks for private sewage disposal systems. Rather, if a subdivision results in the reduction of setbacks between an **existing** or proposed private sewage disposal system and a property line then the developer will be required to ensure that the existing or proposed private sewage disposal system conforms to all relevant provincial regulations ... (emphasis added)

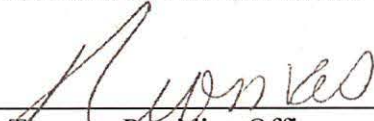
[29] The wording of this provision suggests accommodation of existing sewage disposal system should not be considered a priority when deciding whether to approve a variance – though the requirements in section (7)(g) of the *Regulation* must still be observed.

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[30] In view of the above considerations, the LPRT has adjusted condition 1 to reduce fragmentation, while allowing the Appellant flexibility to shift the west property line and/or south property line to meet the 8.0 ha. (20.0 ac.) maximum parcel size.

DATED at the City of Edmonton, in the Province of Alberta, this 18th day of August 2021.

MUNICIPAL GOVERNMENT BOARD



D. Thomas, Presiding Officer

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APPENDIX A

PARTIES WHO ATTENDED, MADE SUBMISSIONS OR GAVE EVIDENCE AT THE HEARING:

NAME	CAPACITY
D. Kully	Appellant
J. Ruegg	Smoky Lake County Representative
K. Schole	Smoky Lake County Representative
J. Dauphinee	Municipal Planning Service (2009) Ltd., on behalf of Smoky Lake County

APPENDIX B

DOCUMENTS RECEIVED PRIOR TO THE HEARING:

NO.	ITEM
1	Information Package (69 pages)

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APPENDIX C

LEGISLATION

The *Act* and associated regulations contain criteria that apply to appeals of subdivision decisions. While the following list may not be exhaustive, some key provisions are reproduced below.

Municipal Government Act

Purpose of this Part

Section 617 is the main guideline from which all other provincial and municipal planning documents are derived. Therefore, in reviewing subdivision appeals, each and every plan must comply with the philosophy expressed in 617.

617 The purpose of this Part and the regulations and bylaws under this Part is to provide means whereby plans and related matters may be prepared and adopted

(a) to achieve the orderly, economical and beneficial development, use of land and patterns of human settlement, and

(b) to maintain and improve the quality of the physical environment within which patterns of human settlement are situated in Alberta,

without infringing on the rights of individuals for any public interest except to the extent that is necessary for the overall greater public interest.

Approval of application

Upon appeal, the LPRT takes on the role of the subdivision authority. Pertinent provisions relative to decisions of the subdivision authority include section 654(1) and (2) of the *Act*. The SA (and by extension the LPRT) cannot approve a subdivision unless convinced that the site is suitable for the intended use, as per section 654(1)(a) of the *Act*.

654(1) A subdivision authority must not approve an application for subdivision approval unless
(a) the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,

(b) the proposed subdivision conforms to the provisions of any growth plan under Part 17.1, any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,

(c) the proposed subdivision complies with this Part and Part 17.1 and the regulations under those Parts, and

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(d) all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.

(1.1) Repealed 2018 c11 s13.

(1.2) If the subdivision authority is of the opinion that there may be a conflict or inconsistency between statutory plans, section 638 applies in respect of the conflict or inconsistency.

(2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,

(a) the proposed subdivision would not

(i) unduly interfere with the amenities of the neighbourhood, or

(ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,

and

(b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

(3) A subdivision authority may approve or refuse an application for subdivision approval.

Conditions of subdivision approval

Section 655(1) of the *Act* details the conditions of subdivision approval that may be imposed by the subdivision authority.

655(1) A subdivision authority may impose the following conditions or any other conditions permitted to be imposed by the subdivision and development regulations on a subdivision approval issued by it:

(a) any conditions to ensure that this Part, including section 618.3(1), and the statutory plans and land use bylaws and the regulations under this Part affecting the land proposed to be subdivided are complied with;

(b) a condition that the applicant enter into an agreement with the municipality to do any or all of the following:

(i) to construct or pay for the construction of a road required to give access to the subdivision;

(ii) to construct or pay for the construction of

(A) a pedestrian walkway system to serve the subdivision, or

(B) pedestrian walkways to connect the pedestrian walkway system serving the subdivision with a pedestrian walkway system that serves or is proposed to serve an adjacent subdivision,

or both;

(iii) to install or pay for the installation of a public utility described in section 616(v)(i) to (ix) that is necessary to serve the subdivision, whether or not the public

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utility is, or will be, located on the land that is the subject of the subdivision approval;

(iv) to construct or pay for the construction of

(A) off-street or other parking facilities, and

(B) loading and unloading facilities;

(v) to pay an off-site levy or redevelopment levy imposed by bylaw;

(vi) to give security to ensure that the terms of the agreement under this section are carried out.

Subdivision registration

Section 657 of the *Act* guides the registration of subdivision plans.

657(1) An applicant for subdivision approval must submit to the subdivision authority the plan of subdivision or other instrument that effects the subdivision within one year from the latest of the following dates:

(a) the date on which the subdivision approval is given to the application...

Appeals

Section 678 of the *Act* sets out the requirements for appeal of a decision by the subdivision authority.

678(1) The decision of a subdivision authority on an application for subdivision approval may be appealed

(a) by the applicant for the approval,

(b) by a Government department if the application is required by the subdivision and development regulations to be referred to that department,

(c) by the council of the municipality in which the land to be subdivided is located if the council, a designated officer of the municipality or the municipal planning commission of the municipality is not the subdivision authority, or

(d) by a school board with respect to

(i) the allocation of municipal reserve and school reserve or money in place of the reserve,

(ii) the location of school reserve allocated to it, or

(iii) the amount of school reserve or money in place of the reserve.

(2) An appeal under subsection (1) may be commenced by filing a notice of appeal within 14 days after receipt of the written decision of the subdivision authority or deemed refusal by the subdivision authority in accordance with section 681

(a) with the Municipal Government Board

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(i) if the land that is the subject of the application is within the Green Area as classified by the Minister responsible for the Public Lands Act,
(ii) if the land that is the subject of the application contains, is adjacent to or is within the prescribed distance of a highway, a body of water, a sewage treatment or waste management facility or a historical site, or
(iii) in any other circumstances described in the regulations under section 694(1)(h.2),

or

(b) in all other cases, with the subdivision and development appeal board.

(2.1) Despite subsection (2)(a), if the land that is the subject-matter of the appeal would have been in an area described in subsection (2)(a) except that the affected Government department agreed, in writing, to vary the distance under the subdivision and development regulations, the notice of appeal must be filed with the subdivision and development appeal board.

Hearing and decision

Section 680(2) of the *Act* requires that MGB decisions conform to the uses of land referred to in the relevant land use district of the LUB. It does not require that the MGB abide by other provisions of the LUB, the MDP or the *Subdivision and Development Regulation*, although regard must be given to them.

680(2) In determining an appeal, the board hearing the appeal

(a) repealed 2020 c39 s10(48);

(a.1) must have regard to any statutory plan;

(b) must conform with the uses of land referred to in a land use bylaw;

(c) must be consistent with the land use policies;

(d) must have regard to but is not bound by the subdivision and development regulations;

(e) may confirm, revoke or vary the approval or decision or any condition imposed by the subdivision authority or make or substitute an approval, decision or condition of its own;

(f) may, in addition to the other powers it has, exercise the same power as a subdivision authority is permitted to exercise pursuant to this Part or the regulations or bylaws under this Part.

(2.1) In the case of an appeal of the deemed refusal of an application under section 653.1(8), the board must determine whether the documents and information that the applicant provided met the requirements of section 653.1(2).

(2.2) Subsection (1)(b) does not apply to an appeal of the deemed refusal of an application under section 653.1(8).

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Endorsement of subdivision plan

Section 682 guides endorsement of subdivision plans after an appeal board makes a decision.

682(1) When on an appeal the Land and Property Rights Tribunal or the subdivision and development appeal board approves an application for subdivision approval, the applicant must submit the plan of subdivision or other instrument to the subdivision authority from whom the appeal was made for endorsement by it.

(2) If a subdivision authority fails or refuses to endorse a plan of subdivision or other instrument submitted to it pursuant to subsection (1), the member of the subdivision and development appeal board or Land and Property Rights Tribunal, as the case may be, that heard the appeal who is authorized to endorse the instrument may do so.

Subdivision and Development Regulation - Alberta Regulation 43/2002

Relevant considerations

While the LPRT is not bound by the *Subdivision and Development Regulation*, it is the LPRT's practice to evaluate the suitability of a proposed site for the purpose intended using the criteria in Section 7 as a guide.

7 In making a decision as to whether to approve an application for subdivision, the subdivision authority must consider, with respect to the land that is the subject of the application,

- (a) its topography,
- (b) its soil characteristics,
- (c) storm water collection and disposal,
- (d) any potential for the flooding, subsidence or erosion of the land,
- (e) its accessibility to a road,
- (f) the availability and adequacy of a water supply, sewage disposal system and solid waste disposal,
- (g) in the case of land not serviced by a licensed water distribution and wastewater collection system, whether the proposed subdivision boundaries, lot sizes and building sites comply with the requirements of the *Private Sewage Disposal Systems Regulation* (AR 229/97) in respect of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 4(4)(b) and (c),
- (h) the use of land in the vicinity of the land that is the subject of the application, and
- (i) any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the subdivision is intended.

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ALBERTA LAND USE POLICIES

Land Use Policies were established by Lieutenant Governor in Council pursuant to section 622 of the *Act*. These policies apply in this case, since there is, as of yet, no applicable *Alberta Land Stewardship Act (ALSA)* regional plan for the subject area.

2.0 The Planning Process

Goal

Planning activities are to be carried out in a fair, open, considerate, and equitable manner.

Policies

1. Municipalities are expected to take steps to inform both interested and potentially affected parties of municipal planning activities and to provide appropriate opportunities and sufficient information to allow meaningful participation in the planning process by residents, landowners, community groups, interest groups, municipal service providers, and other stakeholders.
2. Municipalities are expected to ensure that each proposed plan amendment, reclassification, development application, and subdivision application is processed in a thorough, timely, and diligent manner.
3. When considering a planning application, municipalities are expected to have regard to both site specific and immediate implications and to long term and cumulative benefits and impacts.

6.0 Resource Conservation

6.1 Agriculture

Goal

To contribute to the maintenance and diversification of Alberta's agricultural industry.

Policies

1. Municipalities are encouraged to identify, in consultation with Alberta Agriculture, Food and Rural Development, areas where agricultural activities, including extensive and intensive agricultural and associated activities, should be a primary land use.
2. Municipalities are encouraged to limit the fragmentation of agricultural lands and their premature conversion to other uses, especially within the agricultural areas identified in accordance with policy #1.

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3. Where possible, municipalities are encouraged to direct non-agricultural development to areas where such development will not constrain agricultural activities.

...

MUNICIPAL BYLAWS AND STATUTORY PLANS

Municipal Development Plan Bylaw 1249-12

...

Objective 4.1.4

To provide opportunities for low net environmental impact Country Residential development in the Agricultural Use area without unnecessarily fragmenting working landscapes.

Policy 4.1.4.3

Where a subdivision for country residential purposes is proposed, the developer shall be required to enter into a development agreement with the County wherein the developer agrees to be responsible for all the costs associated with the subdivision and development.

...

Policy 4.1.4.5

The assessment of the suitability of a proposed country residential subdivision will not take into consideration required setbacks for private sewage disposal systems. Rather, if a subdivision results in the reduction of setbacks between an existing or proposed private sewage disposal system and a property line then the developer will be required to ensure that the existing or proposed private sewage disposal system conforms to all relevant provincial regulations effecting private sewage disposal systems.

...

Policy 4.1.4.9

Normally, a maximum of 20.0 ac. (8.08 ha.) will be allowed for country residential subdivisions or for farmstead separations per quarter section.

Land Use Bylaw 1272-14

8.2 AGRICULTURE (AG) DISTRICT

...

Section 8.2(4)B.i.

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.



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

September 2, 2021

File No. RC-032

BOB NOVOSIWSKY
BOX 489
VILNA, AB
T0A 3L0

RE: **Proposed Closure and Realignment of Road Plan 10 C.L. & Road Plan 3098HW
NE-19-57-13-W4M & SE 30-57-13-W4M**

Dear Mr. Novosiwsky,

This letter serves to inform you that at the August 24, 2021 meeting of Smoky Lake County Council, the following Motion was adopted:

Motion 1115-21: "That Smoky Lake County Council resolve to close all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, subject to written approval for the landowner of the lands legally described as NE-19-57-13-W4M, and further, subject to Ministerial approval of the closure, to register a new Road Plan to incorporate the as-built road lying within the lands legally described as NE-19-57-13-W4M & SE-30-57-13-W4M, all at no cost to Smoky Lake County, as per Smoky Lake County Policy No. 03-61: Road Closure or Cancellation."

If you have any questions concerning this file, please contact me at 780-656-3730. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan Ruegg".

Jordan Ruegg

Planning & Development Manager, Smoky Lake County



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

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

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



Smoky Lake County

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

August 31, 2021

MS. FIALKOW
10311-117TH STREET
EDMONTON, AB
T5X 1X9

Via Regular Mail

Roll No.: 22010122
Legal: Plan 1955CL, Block 1, Lot 22
Zoning: Hamlet General (HG) District

Re: Request to sell Land to Smoky Lake County

Thank you for your letter dated July 30, 2021, in which you request to transfer to Smoky Lake County, the lands legally described as Plan 1955CL, Block 1, Lot 22, located within the Hamlet of Spedden. This letter serves to inform you that at the August 24, 2021 meeting of Smoky Lake County Council, the following Motion was adopted:

***Motion 1105-21:** "That Smoky Lake County council decline the offer for the County to purchase the lands legally described as Plan 1955CL, Block 1, Lot 22, as offered in a letter from Ms. Fialkow, dated July 30, 2021, and provide her notice of Council's decision."*

If you have any further questions or concerns, please contact the undersigned at 780-656-3730 or 780-650-5207.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan Ruegg".

Jordan Ruegg
Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: <http://www.smokylakecounty.ab.ca/>

ᑭᓴᑭᓱᓱᓱ ᓴᑭᓱᓱᓱᓱ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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



Smoky Lake County

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September 2, 2021

GARY & ANITA DEWITT
BOX 310
SMOKY LAKE, AB
T0A 3C0

Via Email

RE: Whitefish Lake Environmental Reserve Issues

Dear Mr. & Ms. DeWitt,

Thank you for your letter of August 16, 2021, outlining your concerns regarding the use and enjoyment of the Environmental Reserve lands located at Hillside Acres, Whitefish Lake. Your letter was presented to Smoky Lake County Council for consideration on August 21, 2021.

This letter serves to inform you that at the August 24, 2021 meeting of Smoky Lake County Council, the following Motion was adopted:

Motion 1156-21: "That Smoky Lake County defer the correspondence received from, and on behalf of, Gary and Anita DeWitt, dated August 16, 2021 and August 19, 2021, in respect to Hillside Acres, Whitefish Lake, including, but not limited to Environmental Reserve concerns, to a future Council Committee of the Whole Meeting for the Purpose of Planning Meeting, and extend an invitation to the writers to attend."

A date has not yet been determined for the next Committee of the Whole Meeting, but I will inform you when a date has been selected so that you can make plans to attend the meeting and have an opportunity to share your concerns directly with the Committee.

If you have any questions concerning this file, please contact me at 780-656-3730. Thank you.

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



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ᑭᓴᑭᓱᓱᓱ ᓴᑭᓱᓱᓱ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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

Kyle Schole

From: M DeWitt <dewittmich@hotmail.com>
Sent: August 19, 2021 2:45 PM
To: Kyle Schole; Gary DeWitt
Subject: Council letter for inclusion at August Council Meeting
Attachments: Whitefish Lake ER issues letter to council August 2021.pdf

Hi Kyle,

It was a pleasure speaking with you this week. Please see the attached letter to be submitted to Council for inclusion at this month's meeting. I am submitting on behalf of my Parents, Gary and Anita DeWitt, the property owners. Please let us know if anything further is required. It is my understanding that the letter will likely be acknowledged, but not fully addressed this upcoming meeting as that would occur at another meeting. In light of this we did not put in a request to speak to it at this meeting. However, we would love the opportunity to speak to it when it is addressed.

Thank you,
Michelle Kitsco on behalf of Gary and Anita DeWitt

Gary & Anita DeWitt

August 16, 2021

Dear Smoky Lake Council:

We are writing this letter as lake front property owners at 76 62103 Range Road 133 A (Lot 5) to address issues in the subdivision of Hillside Acres at Whitefish Lake. These issues include but are not limited to the Environmental Reserve (ER). While the ER usage remains the main focus of this letter, a detailed account of all issues experienced are outlined within to share the extreme difficulties encountered since purchase. Our goal is to provide awareness to the situation and we are asking Council to task themselves with addressing these issues and finding solutions.

Our property is adjacent to the Environmental Reserve (Lot 6) and we remain the original property owners purchased 2002. At the time of development we purchased our property with the knowledge that the ER would allow public access via pedestrian traffic only. It has transformed from a grassy green space foot path on inception to a graveled high traffic area used incessantly by off road vehicles, motor vehicles, pedestrians and unleashed pets. It is used as a boat launch, water toy launch, boat lift and dock launch, ATV trail, with vehicles often driving into the water to perform these activities. We acknowledge the *Municipal Government Act* s.664(1.1) outlines the ER purpose is to preserve natural features, prevent pollution of land, ensure safe use of land/and or maintain access to a body of water. The way the ER is used today does ensure there is access to the lake but it is done so at the exorbitant expense of destroying the natural features, creating pollution, and facilitating unsafe use of the land. This ER also does not keep the lake and shoreline preserved or intact.

We are requesting Council review the use of the Environmental Reserve at Whitefish Lake and address the numerous concerns about the current state detailed below:

1. Environmental Concerns

The ER given to the County at Hillside Acres development has been changed to a roadway and facilitates vehicles driving on it. It was never intended to serve as a launch area which it has now de facto become. There is limited vegetation or trees on the ER to catch the contaminants that come off of the vehicles to prevent them from entering the lake and the adjacent properties. This bringing of contaminants into the lake, negatively impacts the water quality for the ecosystems and the water quality for the recreational users that swim there. Contamination comes passively from the vehicle use on the ER and actively when the vehicles intentionally enter the water. There is soil erosion from the extent of use. Significant ruts have been created by the traffic. When a structure size is bigger than the reserve, such as a boat lift, it hits the trees bordering the path and causes damage as it is moved from the water through the ER to the road then finally to the Owner's lot. Restoring to the original development and allowing only foot traffic would abate the significant environmental degradation that is occurring from the heavy use. It was never designed or intended to be used in this manner.

Our dock and boat lift system were bought because of the ability to push them into the water with the least environmental impact. We manually push in and pull out the dock and lift each season without the use of any vehicle. We have launched our boat at recognized boat launches such as the one at Paradise Cove and/or Kikino. This information is shared to simply exemplify one can pursue these activities responsibly with environmental stewardship. While we appreciate the desire of other lot owners to pursue recreational activities we believe that this can be accomplished with a lower environmental footprint. We argue that the Environmental Reserve is not the means to achieve this end. Moreover it is not sustainable to service the entire subdivision to access the beach, put in docks, lifts, water crafts, boats, and courier

items to the beach from this Environmental Reserve. When we have to bring items to the beach we have to walk to do so and we argue that vehicle access is not required for other recreational users to do this either. Strategic Planning is required to solution the population density this ER is trying to service although it is not equipped to do so.

The noise pollution that results as vehicles drive the Reserve continuously throughout the day is atrocious and would likely not meet the acceptable standards for appropriate decibel levels. Garbage that is littered throughout the reserve can also spill onto the beach. Belongings are left on the reserve and beach areas. Animal waste, human waste, diapers, and garbage have been left in this area.

2. Safety Concerns

The ER is serving as a road which contains ATVs, Motor Vehicles, dirt bikes, pets, and pedestrians. ATV rules are a separate issue governed by *The Traffic Safety Act*, but it becomes explicitly an ER issue with the risk to public safety that is created. There are many ATV users including under age kids driving without helmets or proper supervision, in addition to those that decide to use a car or truck to drive down to the lake, as well as pedestrians. The ER is narrow and requires backing up down the length of the reserve. Typically people don't even drive down a road that length in reverse. Combining mixed use, the heaviness of use and the variety of use it is an accident waiting to happen. How is the integrity of the ER secured to ensure the infrastructure supports this type of traffic? How could it be up to standards when it isn't designated as a road in the first place? Who changed the landscape from the grassy area to the crushed gravel? Where is it documented how/why this reserve has changed over time? Who maintains it? Pedestrians have been asked to move out of the way for ATVs wanting to drive by. Even parking the vehicles becomes an issue as there is insufficient room for everyone to bring their vehicles down there. All this leads to significant public safety risk for all users particularly pedestrians. This is an impediment to accessing the lake safely which contradicts an ER's intention to allow safe access to the beach. The beach area is for public use and often people swim at the base of the reserve. How can swimmers safety be protected

when there are motorized vehicles driving onto the ER and into the water onto the beach where people should be able to enjoy themselves safely.

3. Damage to Private Property

Our Property is directly adjacent to the reserve and our grade is lower than the reserve. There is no buffer between the ER and our property. The traffic can contribute to instability and erosion on our Private Property. Additionally this has led to our trees becoming destabilized which then becomes a hazard that we become responsible to remove. Contaminants can run down the slope into our property.

4. Common Law Nuisance

Our Property was purchased beside an ER not a road. Even roadways have an easement between the private property and the road to protect the property from the road usage and the noise levels. We do not have that protection in this situation nor is there the ability to have a sound barrier. It is used by back lot owners and front lot owners to launch their water vehicles, docks, boat lifts as well as to get general access to the lake. There are 52 back lots and 31 front lots in the area. That is a lot of properties using the ER to get beach access and results in nonstop traffic all day long. People take a joy ride up and down without stopping just to have a place to drive down and yet it is not an ATV trail. Those who do drive down to access the beach do so multiple times within the day to bring numerous people and things to the waterfront. Some use it to drive down their dogs to walk unleashed on the beach. The dogs often wander on our Property and we are left to address it and pick up excrement left behind. Noise pollution and hazards are created that prevents us from enjoying the use of our private property. We paid a premium for this property and pay higher taxes to be beachfront. However, the property is significantly devalued because of all the aforementioned problems. We are entitled to the quiet enjoyment of our lot and the way the Environmental Reserve is allowed to be used today contravenes this right. We acknowledge the rights of every Owner to access the lake in the Subdivision. However, we also have rights that are often infringed upon by the desires and wishes of others. Besides the

issues on the reserve we have in previous years been unable to put in a boat lift and dock due to other lot owners blocking our access. Our experience has been our rights have been sacrificed to service the needs/wishes of other lot owners.

We have tried over many years to appropriately address these issues.

Solutions attempted include:

- calling Bylaw and Conservation officers with witnessed infractions several times
- talking directly to other lake users to address concerns such as incessant joy riding, boat launching, at large dogs that invade our personal space and private property
- completing Call for Public Input Adoption of Environmental Reserve Bylaw
- Participating in providing Public Input for the Area Structure Plan for Whitefish Lake Bylaw 1189-09

This has culminated in no lasting resolution. Rather it has merely escalated our frustration where we can no longer deal with the stress going to the lake property because it is too much, so we do not go. Our children attend the property regularly and have and are continuing to experience the same issues that we have, so the vicious cycle and problems persist. The lake culture feels one of lawlessness where anything goes and the desire to do what one wants freely supersedes respect for one's neighbor and respect for the precious resource of the lake.

We are asking council to review the use of the Environmental Reserve and recommend the following action:

- Restore the ER back to the original intent of beach access in the form of foot traffic only.
- Clarify the County responsibility and address enforcement issues. Proper use is only maintained by enforcement. How will the county enforce proper use and manage violations? To date when

we have called Municipal and Provincial Officers to address offenses we have been told it's a Provincial issue by the Municipal Government and that is a Municipal Issue by the Provincial Government. We have also been advised at the time of calling that there is a lack of resources available to address and enforce the violation when the violation is actually occurring. We were told to take pictures or videos to document for enforcement. This has led to antagonistic interactions with other lake users and persistent conflict. We have suffered physical and verbal threats when trying to take the action we have been advised to do from the County and Provincial employees. We are constantly put in a conflicting position when trying to address or deal with the violations ourselves even to stand up for safety and we should not be put in this position of enforcer; it is not our role. Subsequent calls to the County led to no enforcement. Clear direction is required from both the Municipal and Provincial Government on who has jurisdiction, and when. Additionally both levels of Government need to respond and address the infractions in a timely manner. There is no use to have governing documents if there is no ability to enforce them.

- The County can circumvent the need to enforce the ER use as intended and lessen the resources required with the solution of abating the ability to use it as a road/boat launch at all. Again this would minimize the need to enforce infractions because they would be prevented from happening in the first place. *The Whitefish Lake Area Structure Plan Bylaw 1189-09 Section 2.5.(7)* outlines recreation activities such as ATVing and snowmobiling in the shoreland will not be allowed. Yet it is allowed to occur with lack of enforcement or penalty of doing so. Closing off the reserve would prevent access to use an ATV on the shoreland which we have documented pictures as proof that it is an ongoing problem. Barriers can be erected that allow only foot traffic to go through and scooter or wheelchair width for those

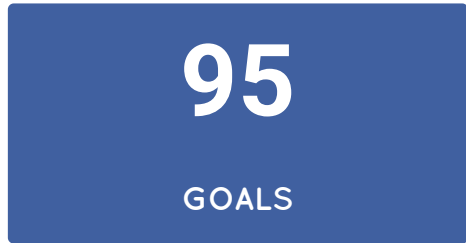
with accessibility concerns. This width would also allow a stretcher should EMS need to bring one down to the beach.

- We invite Council Representatives to meet with us at the ER so we can showcase the area issues and invite any member to view for oneself on a weekend to see first-hand the problems that have been outlined.
- This ER does not have the infrastructure to support all the lots within the development and alternate solutions must be considered. As those owners who originally bought at development may have sold, we ask that notice be given to each current owner with an infographic on what the ER is able to be used for as we recognize that some may not even know it is an Environmental Reserve and NOT a road or launch area. The ER does not have the capacity to maintain the use from all the vehicles, supplies and people that are currently using it.
- We need to maintain the integrity of Whitefish Lake and place a higher value on environmental preservation. The balance between using the Lake currently favors convenience over protection and sustainability. If we do not protect the lake now, we may not have a quality lake to enjoy in the future.

We can be reached at gbdewitt@telus.net to discuss further and we look forward to hearing from you. We are confident we can work together to find solutions. Please inform us of any meetings that occur to discuss this letter as we would like to be present to be a part of this important and necessary work.

Sincerely,

Gary & Anita DeWitt



NATURAL GAS PLAN

Goal	Progress Update
------	-----------------

AMR meter expiration replacement
 Note: Strategic Priorities Chart Feb 6, 2017: 100%

Daniel Moric:

Achievements: *No value*

Challenges: *No value*

Next Steps: *No value*

2021/09/14

Odorant Activity: 100%

Daniel Moric:

Achievements: *No value*

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→ **Deliver Odorant**

Daniel Moric:

Achievements: -August 1/21 - August 30/21. 8 hrs x 2 servicemen = 16 hrs spent completing odorant deliveries to Lac La Biche County Gas Utility.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

CNG Trailer: 100%

Daniel Moric:

Achievements: *No value*

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→ **Compressed natural gas trailer**

Daniel Moric:

Achievements: -No activity for the CNG trailer in August.

-Potentially scheduled for a TC Energy outage at the end of September for TRL Gas Co-op. The date has changed a few times, but Gas Alberta keeps us updated as much as possible.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

Administrative Activity (GAS):
100%

Daniel Moric:

Achievements:

- Attend weekly manager meetings.
- Receive customer phone calls.
- Respond to emails.
- Assist in producing monthly gas bills.
- August 2021 gas price was \$5.54/GJ. September 2021 gas price has remained unchanged at \$5.54/GJ.
- Apply for new gas services and complete all of the required paperwork.
- Continue to get easements and contracts signed as necessary.
- Working on invoicing construction, odorant and CNG jobs.
- Posted in the gas bills for customers wanting to go on equalized billing as well as for paperless billing.
- Practicing social distancing as much as possible during these uncertain times. Staff have been given additional PPE to help prevent contracting and transferring COVID-19

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→**Service Calls: 100%**

Daniel Moric:

Achievements: - Plumber was installing new furnace at a house and found our delivery pressure to the house was higher than usual during his set up of the furnace. Found the utility regulator was venting and slightly over-pressuring (not to dangerous levels). Replaced regulator before meter. (Vilna)

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→**Documentation of jobs**

→**Daily Vehicle Inspections**

→Pre job meetings

Daniel Moric:

Achievements: Employees fill out a Job Safety Analysis while working. They are supplied with a JSA booklet, as well as a simplified JSA is on our Customer Service Report that is completed for every job.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Undertake On-Call

Daniel Moric:

Achievements: Employees continue to be on call for after hours issues that may arise.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Management meeting

Daniel Moric:

Achievements: Attend weekly managers meetings

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Complete Invoicing

→Clean truck

→Utility Personnel Meeting

→Tool Box meeting

Daniel Moric:

Achievements: Started attending the toolbox meetings at the beginning of the week.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Gas balancing

Daniel Moric:

Achievements: Every month, monitor the amount of gas purchased from Gas Alberta and compare to the amount of gas sold. Allows us to closely monitor possible under/above ground leaks or metering issues that may occur.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Main Office Safety Meeting

→Meter readings

Daniel Moric:

Achievements: Collect meter readings monthly for customer billing

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Managers reports

Daniel Moric:

Achievements: Create reports for Council for the Natural Gas Utility meetings as required

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Delinquent accounts

Daniel Moric:

Achievements: -Send out overdue account notices to customers who are over 60 days overdue on paying their gas bill(s).
-Transfer overdue account balances to tax roll.
-In the process of have our legal representatives apply liens on overdue account properties in Vilna.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Paperless billing

Daniel Moric:

Achievements: Currently have 358 natural gas accounts receiving bills by email. An increase of 1 since last reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Attend Conventions

Daniel Moric:

Achievements: Will be attending virtually the Federation Managers meeting on September 14th and 15th.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Auditor documentation

Daniel Moric:

Achievements: -Have completed correcting all the deficiencies from the Federation Audit in June and will be sending the report to the Federation this week.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Strategic plan

→Utility meetings

Daniel Moric:

Achievements: Attending the Utility Meeting on October 12th.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Departmental meetings

Daniel Moric:

Achievements: Attending the Departmental Meeting on September 21st.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Job Interviews

→Employee evaluations

Daniel Moric:

Achievements: Completed

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Other duties

Daniel Moric:

Achievements: Other duties include picking up the mail from the post office every morning, picking up parcels from the post office or Pappy's as needed, delivering mail from the County Office to the post office as needed, cleaning and disinfecting my office daily, and doing misc filing in the vault to ensure the natural gas paperwork is filed to the appropriate land file.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→O & M Policy

Daniel Moric:

Achievements: Continually review and update the Federation O&M Policy Manual, as required.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Automatic Meter Readings

Daniel Moric:

Achievements: Continue to read natural gas meter using the AMR system monthly

Challenges: *No value*

Next Steps: *No value*

2021/09/14

Training Activity (GAS): 100%

Daniel Moric:

Achievements: William Gray attended the Gas Utility Operator Level 2 practical portion of the course which was held on August 24 & 25 at NAIT Campus in Edmonton. There is a remaining 2 week long course that will be held at the Federation office and will be taking place December 6th-17th.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

Natural Gas Construction of Infrastructure: 100%

Daniel Moric:

Achievements: *No value*

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Line locates

Daniel Moric:

Achievements: -103 line locates were complete since last reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→RMO Checks

Daniel Moric:

Achievements: -Check each RMO weekly as part of our regular maintenance. This ensures we can rectify any issues as they arise.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Magazine check

Daniel Moric:

Achievements: Complete explosives magazine inventory monthly

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Odor sample

Daniel Moric:

Achievements: Monthly odorant intensity checks (20 locations)

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Vehicle maintenance

Daniel Moric:

Achievements: -Complete vehicle/equipment maintenance as required.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Equipment maintenance

→Leak detection

Daniel Moric:

Achievements: - Line walkers are currently out and will be completing the high pressure pipelines this week and will be starting on our TAP's 6 & 8. Letters were sent out to each landowner with a gas line on their property to make everyone aware and to contact us with concerns.

- Customer found a underground leak in their yard. Found a leak where a past repair was made approx 12 years ago where the pipe was squeezed. Replaced the 10 meter section of defective pipe.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→PFM check

Daniel Moric:

Achievements: Check Pressure Factor Measurement (PFM) on meter sets measuring above 1 PSI, as required by Measurement Canada. Sent yearly PFM report to MC in January for the year 2020. They audit our PFM reporting every 3 years and complete a scheduled site visit to ensure correct metering practices are followed.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Public building inspections

Daniel Moric:

Achievements: Completed our public building inspections in June.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Cathodic protection

Daniel Moric:

Achievements: -Cathodic protection is the protection of the underground metallic pipelines from oxidization and rusting using sacrificial anodes of varying metals. Yearly, we check the condition of these anodes and replace the anodes as they deplete beyond their effectiveness. This helps greatly extend the lifetime of our high pressure pipelines and the risers that extend out of the ground. This is completed during the summer, as the readings are less accurate during the winter due to frozen soil conditions. We also monitor the pipes for the fuel pumps at the County shop as required by the regulatory bodies

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Tetler bag samples

Daniel Moric:

Achievements: Required yearly to ensure the molecular content of the natural gas we are supplying to customers is within acceptable standards

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Hydro Axing

→End Pressure Test

Daniel Moric:

Achievements: Monitor end of line gas pressures and compare to monthly gas balancing to check for underground leaks.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→GPS Services and Alterations

Daniel Moric:

Achievements: Started this week with GPS-ing of the new gas lines installed this year.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Take Inventory

Daniel Moric:

Achievements: Will be completing inventory in December before year end.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Install gas lines

Daniel Moric:

Achievements: -completed 4 new infills this reporting period.
-3 new infills are scheduled to be completed before winter.

-completed 3 secondaries.

-completed 3 alterations of main lines.

-repaired 1 underground leak (Vilna)

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Wash and bleach all equipment.

Daniel Moric:

Achievements: During construction, equipment is washed and bleached prior to entering properties to minimize the risk of Clubroot transfer.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Sign installation 0 Sign(s)

Daniel Moric:

Achievements: Have repaired 16 road crossings during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Cut and Caps

Daniel Moric:

Achievements: No cut and caps during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→Maintain Facilities.

→RMO Replacement

Meter recalls and maintenance: Daniel Moric:
100%

Achievements: *No value*

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→ **AMR meters**

Daniel Moric:

Achievements: Installed 3 meters on new infills.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→ **Replace defective gas meters**

Daniel Moric:

Achievements: Replace as required. None have failed since last Council update

Challenges: *No value*

Next Steps: *No value*

2021/09/14

→ **Meter Recalls**

Council Member Inquiry (GAS): Daniel Moric:
100%

Achievements: No activity during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

2020 INFRASTRUCTURE LINE REPLACEMENT: 100%

↳ **Budget - 2020
INFRASTRUCTURE LINE
REPLACEMENT: \$50k**

**2020 RMO STATION REPLACEMENT PLAN RESERVE:
100%**

↳ **Budget - 2020 RMO
STATION REPLACEMENT
PLAN RESERVE: \$70k**

2020 MODEMS FOR RMO: 100%

↳ **Budget - 2020 MODEMS
FOR RMO: \$22k**

2020 REPLACE TRUCK: 100%

↳ **Budget - 2020 REPLACE
TRUCK: \$50k**

**2021 INFRASTRUCTURE LINE
REPLACEMENT: 100%**

**2021 RMO STATION
REPLACEMENT PLAN RESE:
100%**

**2021 REPLACE TRUCK -
removed: 100%**

**2021 REFURBISH TRUCK BOX:
100%**

**2022 INFRASTRUCTURE LINE
REPLACEMENT: 100%**

**2022 RMO STATION
REPLACEMENT PLAN: 100%**

2022 MAPPING UNIT: 100%

**2022 REPLACE TRUCK -
removed: 100%**

**2022 REFURBISH TRUCK BOX:
100%**

**2023 INFRASTRUCTURE LINE
REPLACEMENT: 100%**

**2023 RMO STATION
REPLACEMENT PLAN RESE:
100%**

**2023 REPLACE T RUCK - re mo
ve d: 100%**

**2023 REFURBISH TRUCK BOX:
100%**

**(GAS) Human Resources /
Training / OH&S**

↳ **(GAS) Attend Annual Safety
Meeting**

↳ **(GAS) Training Event Form
2021**

↳ **(GAS) Attend Joint Health &
Safety Meetings: 12
Meeting(s)**

(GAS) Financial Accountability

>(GAS) Prepare a Draft 5
Year Function Budget

>(GAS) Prepare Annual
Budget

(GAS) Organizational Efficiency

>(GAS) Complete Annual
Work Plan

**2020 CARRY OVER RMO
STATION PROJECT: 100%**

>Budget - 2020 CARRY OVER
RMO STATION PROJECT:
\$50k

**Federation of Alberta Gas Co-
ops Ltd. O&M Manual Adoption**

Patti Priest:

Achievements: Municipal File: 9-16

Challenges: *No value*

Next Steps: *No value*

2021/02/24

**Federation of Alberta Gas Co-
ops Ltd. - Operations &
Maintenance (O&M) Audit**

Patti Priest:

Achievements: Retained to document Operational purpose for compliance of Natural Gas System.
Municipal File: is 9-22A

Challenges: *No value*

Next Steps: *No value*

2021/02/24

**Quality Management Plan (QMP)
– Smoky Lake County Gas Utility**

Patti Priest:

Achievements: Retained to document Operational purpose for compliance of Natural Gas System

Municipal File: 9-29

Challenges: *No value*

Next Steps: *No value*

2021/02/24



5.1.i

WATER & WASTEWATER PLAN
(W&W) INFRASTRUCTURE

Goal	Progress Update	Current Completi...
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Water Activity: 100%

Dave Franchuk:

Achievements: Reporting period from July 1, 2021 to September 13, 2021

- July 2 Customer requested water to be shut off at Warspite.
- July 3 Turn CC on new service and check for leaks.
- July 5 Cut grass around Spedden truckfill and Spedden plant.
- July 6 Cut grass at Bellis truckfills and Edward booster station.
- July 9 Repair stuck solinoid valve at Waskatenau truckfill.
- July 12 Turn CC off for customer and back on after leak repaired and valve installed.
- July 19 Notify all residents of Warspite of directional line flush.
- July 20 Biannual Water sample collection at all sites and send off to lab.
- July 21 Directional flushing at Warspite throughout the whole distribution system.
- July 26 Assist Waskatenau with routine checks.
- July 30 Wash and clean Spedden and Warspite Water facilities.
- Aug 3 Repair Damaged keypad at Spedden Truckfill and install updated communications antenna.
- Aug 6 Replace cracked piping inside Waskatenau truckfill.
- Aug 10 Safely clean out electrical box at Spedden truckfill plug holes with steel wool and place mice poison and traps.
- Aug 13 Install high gain antenna at Spedden water facility.
- Aug 23 order water testing supplies and chemicals.
- Aug 24 Wash and clean up Spedden water facility.
- Aug 26 Read Warspite water meters.
- Sept 1 Repair truckfill distribution pipe and PVC piping inside pipe leaks.
- Sept 7 Wash and clean up Warspite water facility, set traps possible mouse issue.
- Sept 10 Clean and repair distribution hose at Bellis truckfill and mouse proof building.

Challenges: *No value*

Next Steps: *No value*

2021/09/13

95%
95 / 100%
5% behind

Waste Water: 100%

Dave Franchuk:

Achievements: Reporting period from July 1 to September 13, 2021.

- July 9 Tidy up the warspite lift station. and trim grass around the building.
- July 15 Lift and clean debris from lift station pumps at Warspite.
- July 21 Unplug lift pump #2 and clean out bucket trap at Warspite Sewage lift Station
- July 26 Flush antibacterial enzyme through Warspite booster station.
- July 26 Inspect sewer repair at Warspite residence.
- Aug 5 Clean lift station pumps and install new bucket screens at Warspite lift station.
- Aug 10 Repair and clean lift station winch cables at Warspite sewage lift station.
- Aug 17 Had vac truck clean out sewage pit.
- Aug 25 Lift pumps and check for debris.
- Aug 31 Cut grass at Warspite lagoon and repair road to lagoon.

Challenges: *No value*

Next Steps: *No value*

2021/09/13

Waste Management: 100%

Dave Franchuk:

Achievements: Reporting period from July 1 to September 13, 2021

- July 2 Repair bins at Hanmore lake regarding bears and clean up garbage.
- July 4 Pick up overflowing garbage near bin site, very busy weekend.
- July 5 Request a quote for fencing at the bin sites at Hanmore Lake, pic more garbage in area.
- July 7&8 Drilling fence posts at Spedden bin site and cementing in posts.
- July 9 Pick up garbage around mons lake and repair fence at the Smoky Lake site.
- July 12 Drill holes for Spedden mini bin site and cement in posts.
- July 13 Put up fence at the Spedden bin site.
- July 16 Gate adjustments at the Spedden bin site.
- July 21 Pick up discarded furniture north of Was katenau.
- July 28 Move bins at Hanmore Lake due to bear issues.
- July 29 Install steel lids on 2 bins at Hanmore lake.
- Aug 3 Train casual employee at the Smoky Lake transfer station.
- Aug 4 Light up burn pits and have bush bunny stand by then extinguish.
- Aug 5 Light up burn pits and have bush bunny stand by then extinguish.

96%
96 / 100%
4% behind

97%
97 / 100%
3% behind

- Aug 9 Repair fence at Spedden landfill and replace locks.
- Aug 10 Site inspections, Cleaning ash from burn pits with skid steer, replace locks at Spedden again and install camera.
- Aug 11 Picking up discarded furniture and wire East of Vilna. Tending to used paint bins and cleaning electronic sites.
- Aug 13 Freon removal on Waskatenau refrigeration units.
- Aug 16 Send pictures to Alberta Recycling as required for tire pick up.
- Aug 17 Tend to Freon removal at the Spedden and Bellis site refrigeration units.
- Aug 20 Tend to Freon removal at the Vilna and started Smoky Lake refrigeration units.
- Aug 24 Cleaning ash at burn pits at Bellis and Vilna transfer sites. Recycled paints picked up at all sites.
- Aug 25 Freon removal at the Smoky Lake transfer station refrigeration units.
- Aug 26 Pic up garbage at the Mons lake and Victoria school bin sites
- Sept 3 Freon removal at Smoky Lake site and service Freon removal equipment.
- Sept 7 Repair door knob at the Smoky Lake transfer site shack.

Challenges: *No value*

Next Steps: *No value*

2021/09/13



Regional Water: 100%

Dave Franchuk:

Achievements: Reporting period from July 1 to September 13, 2021.

- July 5 Contractors tending to regional alarm repairs.
- July 8 Trim grass around Bellis and Edward regional sites.
- July 9 Reset SCADA at Egremont, meet with contractors at Whitefish regarding deficiencies.
- July 19 Cable replacement to chlorine analyzer at Whitefish Lake reservoir.
- July 22 Deliver parts we had in stock to Egremont water facility and assist with repair.
- July 26 Whitefish Lake formal inspection.
- Aug 4 Check on all valve boxes pump out when required.
- Aug 5 SCADA Leak detection check.
- Aug 10 Repair to knocked down road crossing signs.
- Aug 18 Hwy 28/63 Regional meeting.
- Aug 20 PCL working on Whitefish Lake reservoir deficiencies.
- Aug 23 Order water testing materials.
- Sept 1 Wash and cleanup at Whitefish reservoir and Warspite booster stations. Submit operating time and mileage.
- Sept 2 Tend to Whitefish lake alarm issues.
- Sept 3 Meeting with AE regarding traffic count.
- Sept 9 Traffic count on RR 130.

During this reporting period we had attended to 39 Alberta First Calls.

Challenges: *No value*

Next Steps: *No value*

2021/09/13

97%
97 / 100%
3% behind

Administrative Activity (W&W): 100%

Dave Franchuk:

Achievements: Reporting period from July 1 to Sept 13, 2021

- July 5 Managers meeting.
- July 8 Joint Health and Safety meeting.
- July 12 Managers meeting, and work on council report.
- July 14 Evergreen meeting.
- July 16 Go over parks and rec workplan and work with Ed on other issues, and policies.
- July 19 Managers meeting.
- July 20 Departmental Operations meeting.
- Aug 3 Managers Meeting. Work on Environment and Parks department agenda package.
- Aug 4 Hwy 28/63 Water study meeting.
- Aug 9 Managers meeting.
- Aug 16 Managers meeting, reviewing parks and rec policies and work plan.
- Aug 20 Research and submit information for half year in review.
- Aug 23 Managers meeting.
- Aug 24 Departmental Operations meeting.
- Aug 25 Evergreen meeting.
- Aug 26 Meet with AE and contractors at Whitefish lake reservoir.
- Aug 27 Metals recycling meeting.
- Aug 30 Managers meeting.
- Sept 7 Managers meeting.
- Sept 13 Managers meeting.

Challenges: *No value*

Next Steps: *No value*

2021/09/13

Parks and Recreation: 100%

Dave Franchuk:

Achievements: Reporting period July 19 to September 13

- July 19 Tending to garbage bins and maintenance at Spedden, Bonnie Lake, Bellis Beach, Victoria trail monument site.
- July 20 Remove wasp nests at Mons Lake toilet, and at Bellis beach. Cut grass at main office.
- July 21 Replace signs on muni corr trail. Take fire ban signs down throughout county.

96%
96 / 100%
4% behind

96%
96 / 100%
4% behind

July 22 Tend to fallen trees at Birchland, Bellis Beach, and Hanmore lake. buck up and take them to Smoky Lake transfer station.

July 23 Tend to fallen trees on the municore trail, put up respect trail signs. buck up trees and take to Bellis transfer station.

July 23 Remove trees and debres from road at Hanmore and Island lakes.

July 26 Cutting grass at Edwand, Mons lake beach site clean up and repairs to boat launch.

July 27 Emptying garbage cans on trail, removing falling trees and bucking up and taking them to the Smoky Lake transfer station.

July 28 Cut grass at Spedden, Victoria trail cut crass around welcome to Smoky Lake County signs.

July 29 Install steel lids on two bins at Hanmore Lake, cut grass at Warspite, Tend to wasp nest at the toilet there, repair door.

July 30 Help set up table and chairs at shop then remove, Kill wasp nest at main office. Fill in hole with gravel at mons lake boat launch.

Aug 3 Fill hole in at Hanmore Lake boat launch. Pick up 6 picnic tables from Bellis Vet clinic, Bonnie lake maintenance.

Aug 4 Clean toilets on trail, cut grass at Waskatenau water station start trimming grass at wars pite.

Aug 5 Cut grass at Warspite and then at Spedden.

Aug 6 Tend to garbage bins and toilets down the iron horse trail. and tend to wasp nests at Hanmore lake toilets.

Aug 10 Cutting grass around Bellis and tending to fallen trees at Hanmore lake and repair door on toilet.

Aug 11 Installing flag poles front of office.

Aug 12 Finish installing poles and cut crass around office and bring picnic tables.

Aug 13 Tend to leanning treas at Hanmore lake and Belis Beach. clean out horse shoe pits at Bonnie Lake resort and move picnic tables.

Aug 16 Start taking picnic tables and bleachers to Metis crossing.

Aug 17 Bonnie lake and Shemlock lake maintenance. Kuduik lake cleanup.

Aug 18 Move bleachers and picnic tables to Metis Crossing.

Aug 19 Splitting wood and tending to wasp nests at Bellis beach and mons lake.

Aug 20 Trimming grass along the trail.

Aug 24 Tend to Mons lakr set up picnic tables and trim grass for annual BBQ.

Aug 26 Tend to garbage and trimming grass on trail.

Aug 30 place roof back on toilet at Mons lake.

Sept 2 Maintenance at Bonnie Lake cut grass till playground, prep for annual BBQ.

Sept 7 Put up Ukrainian Flag, tend to fallen trees at Mons Lake and split wood for town.

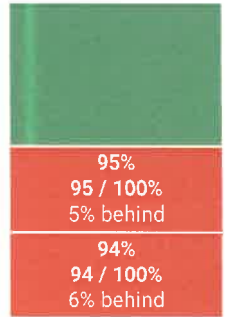
Sept 9 Traffic count.

Challenges: *No value*

Next Steps: *No value*
2021/09/13

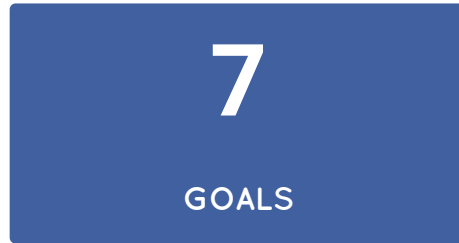
Training activity: 100%

Council Member Inquiry: 100%





5.1.j



**AGRICULTURAL SERVICE BOARD PLAN
(ASB) PHYSICAL ENVIRONMENT**

Goal	Progress Update	Current Com...	Start Date	Due Date
Crop Surveying: 100%	<p>NEW Carleigh McMullin:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Clubroot surveys have just started for the season, as of Sept 14th 10 have been completed. • Fusarium surveys have also just started for the season, as of Sept 14th 2 have been completed. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/09/14</p>	<p>10% 10 / 100% 83% behind</p>	2017/12/31	2021/12/31

Administrative Activity: 100%

NEW Carleigh McMullin:

Achievements: Carleigh was on vacation from August 27th- Sept 12th

Training and Meetings attended between August 24- Sept 21

- Budget Meeting: Sept 15th
- LARA Hemp Workshop: Sept 15th
- Joint Health & Safety Meeting: Sept 16th

Current Administrative Projects

- Working on budget spreadsheet for Finance department
- Completing grant reporting
- Completing Department reports
- GIS Data Entry to begin soon

Challenges: *No value*

Next Steps: *No value*

2021/09/13

91%
91 / 100%
2% behind

2017/12/31

2021/12/31

Weed Control (ASB): 100%

NEW Carleigh McMullin:

Achievements:

- As of Sept 14th 350 letters have been sent.
- Alberta Transportation came and sprayed highway 28 at the end of August in response to a weed letter we sent them.

Challenges: *No value*

Next Steps: *No value*

2021/09/14

90%
90 / 100%
3% behind

2017/12/31

2021/12/31

Mowing Activity (ASB): 100%

NEW Carleigh McMullin:

Achievements:

- Mowing in all zones is going very well. Operators are continuing to do second passes where they can.

Challenges: *No value*

Next Steps: *No value*

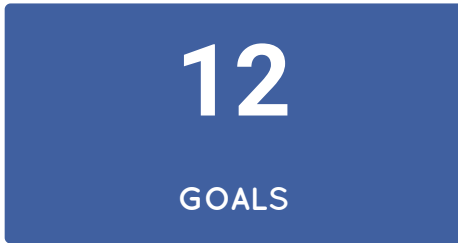
2021/09/14

90%
90 / 100%
3% behind

2017/12/31

2021/12/31

Spraying (ASB): 100%	<p>NEW Carleigh McMullin:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Spraying is still ongoing, with a focus on spot spraying Common Tansy where the mowers can't reach. Spray season 2021 has been very successful with the combination of the herbicide mowers and 2 spray crews following to spot spray to the fence line. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/09/14</p>	<p>90% 90 / 100% 3% behind</p>	<p>2017/12/31 2021/12/31</p>
Pest Control (ASB): 100%	<p>NEW Carleigh McMullin:</p> <p>Achievements:</p> <ul style="list-style-type: none"> 162 beaver as of, Sept 13th, 2021. Pond leveler work has been on going all season with 8 new installs, and many upgrades and lots of maintenance. Two more installs are to be complete before freeze up. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/09/14</p>	<p>90% 90 / 100% 3% behind</p>	<p>2017/12/31 2021/12/31</p>
Safety Activity (ASB)	<p>NEW Carleigh McMullin:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Attending Monday morning "toolbox" meetings. Attended Sept 16th Joint Health & Safety Meeting <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/09/14</p>	<p>72% 13% behind</p>	<p>2020/01/01 2021/12/31</p>



EVONNE ZUKIWSKI

Goal	Progress Update	Current Compl...
Administrative Activity (COM): 100%		
→ Council Meetings: 12 Meeting(s)	NEW Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Virtually attended August County Council Meeting- August 26, 2021 	10% 10.24 / 100%
→ Departmental Meeting: 10 Meeting(s)	NEW Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Virtually attended August Departmental meeting- August 24, 2021 	42% 5 / 12 Meeting(s)
Communication Activity (COM): 100%		
→ Fire Ban Information 0 Update(s)	NEW Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Posted Fire Advisory- August 25, 2021 	50% 5 / 10 Meeting(s)
		61% 60.87 / 100%
		6 / 0 Update(s)

Achievements:

- Scheduled Back to School Bus Safety Reminders (Aug 30 and Sept 7)- August 16, 2021
- Scheduled Treaty 6 Day ad (August 23)- August 18, 2021
- Posted Fire Advisory- August 25, 2021
- Scheduled Offices Closed for September Long Weekend (x2)- August 31, 2021
- Scheduled Farmer's & Rancher's Appreciation Day postponed (Sept.1)- August 31, 2021
- Scheduled Pond Leveler information post (Sept. 2)- August 31, 2021
- Scheduled Development Officers Week ad (Sept. 19)- August 31, 2021
- Scheduled Tax Sale ad (Sept. 8)- September 1, 2021
- Posted COVID Office Closed to Public on Facebook and Twitter (Sept 7)- September 7, 2021
- Posted Bridge Lane Reduced (Bridge on RR130) poster- September 7, 2021
- Scheduled Crop Surveys Starting ad- (Sept 8)- September 7, 2021
- Scheduled FCSS Funds Available (Sept 9)- September 7, 2021
- Shared L.A.R.A Hemp Field Day Workshop- September 8, 2021
- Posted Public Notice- Offices Closed due to Potential COVID among staff (Sept 8/9/10)- September 8, 2021

Achievements:

- Removed Financial Plan Survey link- August 16, 2021
- Updated Policy 62-28- August 16, 2021
- Removed Bylaw 1379-20 and replaced with 1399-21- August 16, 2021
- Added July 2021 Past Council Activities calendar- August 19, 2021
- Added Wetland Replacement project notice- August 24, 2021
- Posted Fire Advisory- August 25, 2021
- Posted Heritage Board Meeting as notice and added to meeting calendar- August 26, 2021
- Posted September Grapevine- August 31, 2021
- Posted September calendar- August 31, 2021
- Added Tax Sale information to Finance pages- August 31, 2021
- Removed Rural Communities and AAAF Bursary scholarship opportunities- September 1, 2021
- Added Notice of Municipal Election ad- September 1, 2021
- Posted August Past Council Activities calendar- September 7, 2021
- Posted COVID Office Closed to Public notice- September 7, 2021
- Posted Heritage River Expression of Interest notice- September 7, 2021
- Posted Bridge Lane Reduced (Bridge on RR130) ad- September 7, 2021
- Posted Offices Closed Due to Potential COVID Outbreak notice- September 8, 2021
- Removed Financial Plan Feedback information- September 8, 2021
- Added 2021-2025 Approved Financial Plan to finance pages- September 8, 2021
- Posted updated September calendar and events- September 13, 2021

→ Communications for Departments 0 Ad(s) Created

NEW Evonne Zukiwski:

Achievements:

- Emailed 2021 Tax Sale information to the Alberta Gazette- August 30, 2021
- Created Farmer's & Rancher's Appreciation Day postponed ad- August 31, 2021
- Emailed Notice of Election ad to Redwater Review (for publishing the week of September 13)- August 31, 2021
- Created Development Officers Week ad- August 31, 2021
- Created FCSS Funds Available ad- September 7, 2021

19 / 0 Ad(s)
Created

→ County Website Maintenance 0 Update(s)

NEW Evonne Zukiwski:

Achievements: **Recommended motion:**

County Microsite for Canadian Heritage River

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

Recommended motion:

County Microsite for Victoria District Economic Development Strategy

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

Microsites created to date:

- Kinette Club
- Rural Crime Watch
- Pumpkin Patch Daycare
- Smoky Lake Region
- Smoky Lake County Community Learning Council
- Hanmore Lake Campground (microsite request approved, won't fit user need, no formal cancellation request received)

5 / 0 Update(s)

↳ Produce & Distribute Grapevine: 12 Newsletter(s)

NEW Evonne Zukiwski:

Achievements:

- Completed September 2021 Grapevine and submitted to the Redwater Review for publishing (week of September 6, 2021)- August 31, 2021

75%
9 / 12
Newsletter(s)

Legislative Activity (COM): 100%

↳ Develop Advertisements and Information Publications
0 Ad(s) Created

NEW Evonne Zukiwski:

Achievements:

- Created closed for September long weekend poster- August 31, 2021
- Created COVID Office Closed to Public ad- September 7, 2021
- Created Bridge Lane Reduced (Bridge on RR 130) notice- September 7, 2021

67%
66.67 / 100%

18 / 0 Ad(s)
Created