

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting for the purpose of Departmental Operations to be held on

Tuesday, **December 14, 2021** at 1:00 o'clock P.M.

Virtual through Zoom Platform

Meeting ID: 816 0614 7953 Passcode: 402974

<https://us02web.zoom.us/j/81606147953?pwd=S0llcncyaktpUXhwaHBsZWZwLy9WZz09>

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:

No Request for Decision.

5. Issues for Information:

1. Manager Reports

Public Works:

- a. Public Works Manager. ©
 - i. Council Requests Summary: As of December 6, 2021. ©
 - ii. Road Projects. ©
- b. Public Works Road Foreman. ©
- c. Public Works Shop Foreman. ©

Protective Services:

- d. Peace Officer.
- 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. ©
- l. Communications Technician. ©

Recommendation: Accept and file for information.

2. Training Reports

- a. Finance Department. ©

Recommendation: Acknowledge receipt.

3. Manager Work Plans

No Work Plans.

6. Correspondence(s):

7. Delegation(s):

8. Executive Session:

Adjournment



10
GOALS

6%
GOAL COMPLETION

DOUG PONICH

Goal	Progress Update	Current Completion
Public Works Manager Work Plan		
→ Public Works Department Daily/Weekly/Monthly Plan: 100%		4% 3.65 / 94% behind
→ Maintenance (PW Manager): 100%	<p>Doug Ponich: Achievements: Continue grader road maintenance.</p> <p>Continue culvert installation. Culverts installed this period:</p> <ul style="list-style-type: none"> - Lowered culvert at TWP 592, 450m. east of RR 200. Sept. 16 Div. 5 - RR 181, 2km. south of TWP 604. Sept. 17 Div. 5 - Marked locations for first calls. Sept. 20 - TWP 584, west side of RR 141 intersection. Sept. 21 Div. 2 - Repair washout and replace culvert at RR 135, north of TWP 620. (undeveloped road allowance) Sept. 22 Div. 5 - RR 191, 100m. south of TWP 602. Sept. 23 Div. 5 - RR 174, 850m. south of TWP 604. Sept. 24 Div. 4 - RR 134, 10m. south of TWP 574. Sept. 27 Div. 2 - RR 132, 2.7km. north of HWY 28. Sept. 28 Div. 1 - RR 181, 2km. south of TWP 604. Sept. 29 Div. 5 - TWP 592A, 650m. east of RR 165. Oct. 8 Div. 3 	8% 8.33 / 100% 92% behind
		50% 50 / 100% 48% behind

- RR 180, 950m. north of TWP 610. Oct.12 Div. 5
- RR 191, 220m. south of TWP 602. Oct.13 Div. 5
- East approach at RR 180, 80m. north of HWY 28. Oct.18 Div. 5
- RR 135, 1.4km. north of TWP 602. Oct.19 Div.1
- Saw cut asphalt and install culvert at west approach along RR 155, 1.4km. south of HWY 28. Oct.26 Div. 3

Trim culvert ends. Oct. 8, Nov. 1, 2, 3, 4, 5 All Divisions.

G.P.S. new culvert locations. Nov. 30

Begin fall inspection of culverts. Oct. 25, 27, 28, 29, Nov. 1, 2, 3, 4, 5, 8

- trim damaged ends
- remove debris from inverts and adjacent ditch bottom.

Culvert crew correcting drainage issue at SE intersection of TWP 584 & RR 141. Clean away debris along ditch bottom to allow for water flow.

Build berm at end of culvert 20m. east of intersection. Oct. 21 Div. 2

Patching:

- RR 124, north of HWY 28. Sept.16, 20 Div. 1
- TWP 602, east of RR 164. Sept. 22 Div. 4
- Dust control at 18254 - TWP 602. Sept. 22 Div. 5
- RR 163 (at bridge) north of HWY 28. Sept. 24 Div. 4
- Dust control at 60256 - RR 163. Sept. 24 Div. 4
- RR 133, north of HWY 28 at entrance to Bonnie Lake Resort. Sept. 24 Div. 1
- Hamlet of Bellis. Sept. 24 Div. 4
- Dust control at 59338 - RR 141. Sept. 27 Div. 1
- TWP 594, west of RR 141. Sept. 27 Div. 1
- RR 162, south of HWY 28. Sept. 27, Oct. 1, 4, 5 Div. 3
- Sweep off loose debris and patch RR 162, north of HWY 28. Sept. 28, 29

- RR 163, south of TWP 600. Sept. 28 Div. 4
- RR 183, south of TWP 602. Sept. 29 Div. 5
- TWP 604, east of RR 191. Oct. 4 Div. 5
- Birchland Resort. Oct. 4 Div. 1
- RR 152, south of TWP 584A. Oct. 5 Div. 2
- Dust control at 17543 - TWP 602. Oct. 5 Div. 5
- Dust control at 61067 - RR 191. Oct. 8 Div. 5
- RR 191, south of TWP 600. Oct. 8 Div. 5
- RR 183, south of TWP 592. Oct. 8 Div. 3
- Hamlet of Warspite. Oct. 8 Div. 3
- Saw-cut asphalt areas for patching on RR 180, south of TWP 600. Oct. 14 Div. 5
- Patch cut areas on RR 180, south of TWP 600. Oct. 14 Div. 5
- RR 122, south of HWY 28. Oct. 15 Div. 1
- RR 130, north of HWY 28. Oct. 18 Div. 1

Tree removal after strong winds Sept. 15 :

- RR 175, north of TWP 604. Sept. 16 Div. 5
- RR 184, north of TWP 610. Sept. 16 Div. 5
- RR 183, north of TWP 604. Sept. 16 Div. 5
- RR 171A, south of TWP 584. Sept. 16 Div. 3
- RR 155, north of TWP 604. Sept. 16 Div. 4
- RR 133, south of TWP 610. Sept. 17 Div. 1

Tree removal after gusty winds on October 24.

- send 3 crews out removing fallen trees. Oct. 25

Brushing and tree removal:

- RR 164, north of TWP 602. (Beaver issue) Sept. 20, 23, 27 Div. 4
- TWP 584A, east of RR 164. Sept. 23 Div. 3

- RR 170, north of TWP 584A. Sept. 28 Div. 3
- RR 165, north of HWY 28. Sept. 28. Div. 4
- RR 145, north of TWP 590. Sept. 28 Div. 2
- RR 141, north of TWP 590. Sept. 28 Div. 2
- TWP 590, west of RR 141. Sept. 28 Div. 2
- TWP 600, west of RR 141. Sept. 28 Div. 1
- TWP 583A, east of RR 131. Oct., 4 Div. 2
- TWP 590, east of RR 143. (beaver issue) Oct. 4 Div. 2
- RR 152, south of TWP 584A. Oct. 5 Div. 2
- RR 181, north of TWP 602. Oct. 5 Div. 5
- RR 130, south of TWP 583A. Oct. 5 Div. 2
- RR 132, south of TWP 584. Oct. 5 Div. 2
- RR 142, south of TWP 582. Oct. 5 Div. 2
- RR 143, south of TWP 582. Oct. 5 Div. 2
- Road down to Pakan Ferry crossing. Oct. 7 Div. 3
- RR 171, north of TWP 592. Oct. 7 Div. 3
- RR 180A, north of TWP 6714. Oct. 8 Div. 5
- TWP 602, west of RR 164. (beaver issue) Oct. 12 Div. 4
- RR 164, north of TWP 602. (beaver issue) Oct. 12, Nov. 4 Div. 4
- RR 162, north of TWP 600. Oct. 12 Div. 4
- TWP 600, west of RR 160. Oct. 12 Div. 4
- Intersection of TWP 602 & RR 154. Oct. 12 Div. 4
- TWP 602, west of RR 162. Oct. 12 Div. 4
- TWP 594, east of RR 162. (beaver issue) Oct. 12 Div. 4
- Victoria Trail, west of RR 174A. Oct. 13 Div. 3
- RR 185, south & north of TWP 611. Oct. 13 Div. 5
- RR 183, north of TWP 604. Oct. 13 Div. 5
- TWP 594, west of RR 183. Oct. 14 Div. 5
- TWP 602, west of RR 164. Oct. 15, 27 (beaver issue) Div. 4
- RR 165, north of TWP 602. Oct. 27 (beaver issue) Div. 4

- Access road to McDougall Cemetery; Victoria Trail, west of RR 171. Oct. 29 Div. 3
- Clear brush for stop sign sight lines at intersection of RR 182 & TWP 602. Nov. 5 Div. 5
- TWP 620, east of RR 133A. Nov. 10 Div. 1
- TWP 615, east of RR 133. Nov. 10 Div. 1
- RR 125, north of HWY 28. Nov. 10 Div. 1
- RR 131, north of TWP 610. Nov. 10 Div. 1
- RR 182, north of TWP 602. Nov. 10 Div. 5
- TWP 602, east of RR 135. Nov. 22 Div. 1
- TWP 602, west of RR 170. Nov. 23 Div. 4
- TWP 602, east of RR 141. Nov. 24 Div. 1
- RR 145, south of TWP 591. Nov. 29 Div. 2
- TWP 602, west of RR 170. Nov. 30 Div. 4
- RR 141, north of TWP 590. Nov. 30 Div. 2

Trim trees at County Shop Yard in preparation for fencing. Oct. 5

Crews clearing ditches of deadfall and protruding trees in preparation for seasonal winging of snow. Oct. 28, 29, Nov. 1, 2, 3, 4, 5, 8, 9, 12, 15 All Divisions.

Continue "Fall Sign Inspections" Sept. 17, Oct. 8, 26

Sign repair and installation:

- Straighten curve sign at Victoria Trail, west of RR 180A. Sept. 17 Div. 3
- Stand up stop sign at RR 124 & TWP 602. Sept. 17 Div. 1
- Straighten yield sign at Victoria Trail & RR 180. Sept. 17 Div. 3
- Straighten road ban sign at RR 125, south of TWP 602. Sept. 17 Div. 1
- Repair stub and straighten at address sign; TWP 592 & RR 181. Sept. 21 Div. 3
- Repair stub and straighten at checker board sign; TWP 590 & RR 181. Sept. 21 Div. 3
- Repair stub and straighten 2 yield signs at TWP 584 & RR 180. Sept. 21 Div. 3
- Repair stub and straighten address sign at TWP 584 & RR 180. Sept. 21 Div. 3

- Straighten checker board sign at TWP 590 & RR 180. Sept. 21 Div. 3
- Straighten road ban sign at TWP 590, east of RR 181. Sept. 21 Div. 3
- Straighten stop ahead sign at TWP 582A, west of HWY 855. Sept. 21 Div. 3
- Straighten stop sign at TWP 590 & RR 180. Sept. 21 Div. 3
- Replace yield sign at TWP 584 & RR 182. Sept. 22 Div. 3
- Straighten address sign at TWP 592 & RR 182. Sept. 22 Div. 3
- Repair checker board sign at TWP 590 & RR 182. Sept. 22 Div. 3
- Straighten address sign at TWP 590 & RR 183. Sept. 22 Div. 3
- Repair checker board sign at TWP 590 & RR 183. Sept. 22 Div. 3
- Straighten address sign at RR 164 & TWP 602. Oct. 1 Div. 4
- Straighten address sign at RR 170 & TWP 584A. Oct. 1 Div. 3
- Straighten checker board sign at RR 170 & TWP 584A. Oct. 1 Div. 3
- Straighten 50k sign at RR 170, north of TWP 584A. Oct. 1 Div. 3
- Replace stop sign at TWP 592 & RR 171. Oct. 7 Div. 3
- Straighten curve sign at TWP 592, east of RR 122. Oct. 8 Div. 1
- Straighten address sign at TWP 582 & RR 131. Oct. 8 Div. 2
- Replace No Exit sign at RR 180, south of TWP 592. Oct. 13 Div. 3
- Straighten address sign at RR 191 & TWP 612. Oct. 18 Div. 5
- Straighten address sign at RR 180 & TWP 614. Oct. 18 Div. 5
- Straighten address sign at RR 175 & TWP 612. Oct. 18 Div. 5
- Straighten address sign at RR 164 & TWP 602. Oct. 18 Div. 5
- Repair stop sign at RR 171 & TWP 592. Oct. 18 Div. 3
- Checker board at RR 170 & TWP 584A. Oct. 18 Div. 3
- Straighten weight sign at TWP 590A, west of RR 155. Oct. 21 Div. 3
- Straighten checker board sign at TWP 602 & RR 200. Oct. 26 Div. 5
- Install Heritage signs:
 - Ruthenia School Plaque at TWP 590, west of RR 170(s) Oct. 27 Div. 3
 - Rubuliak House Plaque at Victoria Trail, 300m. west of RR 174A Oct. 27 Div. 3
- Repair and re-install McDougall Grave Site sign along Victoria Trail. Oct. 28 Div. 3
- Repair curve sign at TWP 590, west of RR 142. Nov. 8 Div. 2

- Repair curve sign at RR 141, north of TWP 590. Nov. 8 Div. 2
- Repair curve sign at TWP 590A, west of RR 140. Nov. 8 Div. 2
- Replace 50k sign at RR 133, south of Paradise Cove. Nov. 8 Div. 1
- Straighten weight sign at TWP 610, east of HWY 36. Nov. 8 Div. 1
- Repair curve sign at RR 135, south of TWP 600. Nov. 8 Div. 1
- Replace stop sign at intersection of TWP 602 & RR 125. Nov. 8 Div. 1
- Replace stop sign at intersection of RR 144 & TWP 600. Nov. 9 Div. 4
- Repair checker board sign at RR 153 & TWP 590. Nov. 9 Div. 2
- Repair No Exit sign at RR 180A, north of TWP 604. Nov. 9 Div. 5
- Repair bridge weight sign at TWP 590A, west of RR 155. Nov. 9 Div. 3
- Repair bridge sign at RR 153, south of TWP 584. Nov. 9 Div. 2
- Repair Checker board sign at TWP 601A & RR 132. Nov. 10 Div. 1
- Repair yield sign at RR 131 & TWP 600. Nov. 12 Div. 1
- Straighten curve sign at RR 135, north of TWP 600. Nov. 29 Div. 1

Skidsteer with brushing head:

- TWP 592; north ditch; East of RR 191 - RR 193. Sept. 20, 21 Div. 5
- Access to Metis Cemetery, north of Victoria Trail. Oct. 7 Div. 3
- Bogdan Pit Storage Yard. Oct. 8, 12 Div. 3
- TWP 602, west of RR 170. Nov. 30 Div. 4

Cutting away grass, weeds and brush from along County Bridge railings. Sept. 23, 27, 28, Oct. 5, 6, 7, 8, 12

Repair and replace bridge signs in all Divisions. Oct. 13, 14, 18, 19, 21

Clean texas gate at White Earth Pit entrance. Oct. 5 Div. 5

Hydro-axing:

- RR 131, north & south of TWP 584. Oct. 13, 14 Div. 2
- RR 130, south of TWP 582. Oct. 14 Div. 2
- RR 130, north of HWY 652. Oct. 15, 18, 19 Div. 4

- Servicing hydro-axe; Oct. 21, 22

- TWP 602, west of RR 170. Nov. 29 Div. 4

Cat pushing up garbage at Smoky Lake Landfill. Oct. 13, 14 Div. 4

Cat pushing up garbage at Spedden Landfill. Oct. 15, 18. Div. 1

Install snow fence at Warspite. Oct 19, 22 Div. 3

Back-hoe working at weekend fire scene; 15103 - TWP 600

- knock down walls

- put out hot spots

Begin washing down belly dump gravel trucks in preparation for inspection and parking for the season. Oct. 25

Asphalt and oil-base road inspections; mark and document rough spots in preparation for winter snow removal. Oct. 21, 22, 26, 27

Assist Parks and Rec. with dock removal from lake beach areas. Oct. 26, 27

Repair fence (attach wire) along north side of TWP 604, east of HWY 855. Oct. 26, 27 Div. 4

- the wire was knocked down due to last winter snow removal; excessive drifting.

Assist Parks and Rec. clearing leaners from along the Iron Horse Trail. Nov. 3, 5

"Flag" Driveway inspections prior to snow removal. Nov. 9, 10, 12, 15.

Sand trucks out after freezing rain. Nov. 12, 13

First major snow fall Nov. 15, 16

Grader snow removal. Nov. 16, 17, 18, 19, 20, 23, 24

Graders cutting washboard. Nov. 29, 30

Plow truck snow removal and sanding of oil-base and asphalt roads. Nov. 16, 17, 18

Plow truck slush removal after melting takes place. Nov. 22, 23

Plow trucks sanding blacktop roads. Nov. 25, 26, 29

Small truck snow removal and sanding at all lake resorts. Nov. 16, 17

Tractor snow removal at County villages; Warspite, Bellis, Edward, Spedden. Nov. 16

Tractor snow removal : "Flag" driveways. Nov. 17, 18, 19

Dickie Bush Church Nov. 19 Div. 2

Skidsteer snow removal:

- Main Office Nov. 16

- County Shop yard. Nov. 16, 17

Haul snow from County Shop Yard to Rodeo Grounds. Nov. 23, 24

Check natural spring areas for water coming over roadways.

- 17028 - TWP 584

- TWP 582, east of HWY 857

- TWP 620, east of HWY 36

- Smoky Lake Landfill Entrance

- RR 164, south of TWP 602

- RR 180, north of TWP 610

- RR 181, north of TWP 602

- TWP 592A, RR 154 - 153

- TWP 574, west of RR135A

- Mons Lake Resort
- RR 164, north of TWP 600
- TWP 602, east of HWY 855
- TWP 612, west of RR 174
- Victoria Trail, west of RR 194

Skidsteer ice removal; from around old shop. Nov. 25

Challenges: *No value*

Next Steps: *No value*

2021/09/20

Goal	Progress Update	Current Completion
<p>→ Gravel (PW Manager): 100%</p>	<p>Doug Ponich: Achievements: Continue private gravel hauling.</p> <p>Continue hauling gravel to repair areas.</p> <p>McNabb Construction continues 2021 Gravel Crushing Contract.</p> <p>Begin building up road elevations at spring flooding areas:</p> <ul style="list-style-type: none"> - RR 180, south of TWP 614. Sept. 27, 28, Oct. 1 - TWP 600, west of RR 170. Oct. 4, 7, 8, 12, 13 Div. 4 - RR 171, north of HWY 28. Oct. 12, 13 Div. 4 <p>Haul winter sand to County Shop Yard for calcium treatment. Oct. 5, 6</p> <p>Rock trucks hauling extra rock to crusher area to complete 2021 crushing. Oct. 18, 19, 20, 21, 22, 25, 26, 27, 28, 29, 30, Nov. 1- 5, 8 - 10</p> <p>The stock pile for this years crushing had an excessive amount of reject therefore not enough rock to reach the 2021 gravel quantities.</p> <p>Gravel turnaround at north end of Birchland Drive across from 10 street. Oct. 22 Div. 1</p> <p>Rock excavation and stock piling at White Earth Pit. Nov. 12, 15 - 19, 22 - 26, 29 - Dec. 3.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/09/21</p>	<p>0% 0 / 100% 100% behind</p>
<p>→ Dust Control (PW Manager): 100%</p>	<p>Doug Ponich: Achievements: No update.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/11/18</p>	<p>0% 0 / 100% 98% behind</p>

Goal	Progress Update	Current Completion
<p>→ Administrative (PW Manager): 100%</p>	<p>Doug Ponich: Achievements: County Departmental Meeting. Sept. 21 Public Works Budget Meeting. Oct. 6 Joint Health and Safety Meeting. Oct. 14 Organizational Meeting. Oct. 28 Budget Meeting. Oct. 29 Joint Health and Safety Meeting. Nov. 18 County Budget Meeting. Nov. 19 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/21</p>	<p>0% 0 / 100% 98% behind</p>
<p>→ Roads (PW Manager): 100%</p>	<p>Doug Ponich: Achievements: Road repair at TWP 604, east of RR 183 and east of RR 182. - lift gravels, water and compact base in preparation for MG30 application. Sept. 21 Div. 5 - Apply MG30 and compact. Sept. 22 Div. 5 C2112 - TWP 583A; RR 131 - 130 - Hydro-axing of cut area. Sept. 23, 24, 27 - Excavation and hauling at cut areas east of RR 131. Sept. 28, 29, Oct. 1, 4 - Replace fencing along south property line of construction. Oct. 6, 7 - Replace fencing along north property line of construction. Oct. 20 - As Atco completes 2 pole moves, remaining earth work is now being completed. Nov. 1, 2, 3, 4, 5 Road repair at RR 163, south of TWP 600. - Reclaim 1 km. of road , spread and compact. Sept. 28, 29</p>	<p>0% 0 / 100% 98% behind</p>

Current Completion

Reclaim, layout and compact old dust control at 58551, 58531 – RR 182. (double dust control)
Oct.12 Div. 3

Road repair on TWP 604, RR 181 – 183.
- Blade, water and compact MG surface.

MG2124 – TWP 602; HWY 855 – RR 172
- Water and blade washboard areas. Oct. 20 Div. 4

Water in front of residents for dust control on RR 174, TWP 610 – 612; Oil field traffic. Oct. 22 Div. 4

Road inspection at new stage of Bonnie Lake Resort
- check compaction on road subgrade. Oct. 27 Div. 1

Challenges: *No value*

Next Steps: *No value*

2021/09/22

→ Council Member Inquiry (PW Manager): 100%

→ Training (PW Manager): 100%

0%
0 / 100%
91% behind

0%
0 / 100%
91% behind

0%
0 / 100%
100% behind

Expand Public Works Yard as part of the 2018-2020 Strategic Priorities: 100%

Doug Ponich:

Achievements: Smoky Lake County received positive news on January 6 regarding the purchase of land adjacent to the Public Works yard; see attached email. Probate has been granted and Mr. Dubetz is awaiting paper work to be finalized at which time we can get into sale discussions.

Challenges: *No value*

Next Steps: *No value*

2021/01/18

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	Twp 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	RR181 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
133	September 17 th	1	Agriculture	Dog issue	Bonnie Lake	This issue is for Bylaw Enforcement and can be directed to that department.	September 17 th
134	September 18 th	1	Public Works	Dust control – 10" deep hole in one place a soft spot in another	59338 - RR 141	Patched this morning. This should suffice for the immediate future but the dust control will have to be reclaimed next season. This dust control is over 15 years old and won't last another season.	September 18 th
135	September 20 th	1	Public Works	Asphalt breaking up- hazardous	RR133 and Twp 595	Patching crew will be there this afternoon.	September 20 th
136	September 20 th	4	Agriculture	Flooding problem	White Earth Creek from RR172 to RR163	Will fly over area with drone this week.	September 20 th
137	September 20 th	4	Agriculture	Beaver Issue	East shoulder of the road on RR163 South of Twp604	Trapper set up a trap at this location. Flew the drone on Sept 28 th , and we are blasting the dam on October 6 th .	October 6 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
138	September 20 th	4	Public Works	Culvert may be plugged	East side of RR163	<p>Upon inspection of the area along RR163, south of TWP 604 the following was determined:</p> <ul style="list-style-type: none"> -The flow of water does not go west but in fact flows in a southeasterly direction. -There is no culvert at this location; the nearest culvert is 170 meters north of the location of the beaver house having no influence on this situation. -The water level next to the road is somewhat high indicating dams to the southeast of this location. -Pictures taken with a drone should show areas of concern. 	September 20 th
139	September 21 st	4	Public Works	Ditch washout	East of RR174 south of Twp 594	I will meet with Gene and come up with a plan	September 21 st
140	September 22 nd	4	Public Works	Sign placement – mount sign higher so cannot be stolen	RR 163 south of TWP 602	Will try and mount it higher.	September 23 rd
141	September 23 rd	1	Agriculture	Beaver dam issue	West side of the bridge on RR 130 north of highway 28	Trapper currently has a trap there and has got 1 beaver so far this week. We will continue to trap at this location.	September 24 th
142	September 23 rd	4	Public Works	Pot holes/Speed bumps	RR162 North of Hwy28 to Edwand Church RR163 North of Hwy28 South of Shirley Terry's on RR163 and Bellis and on the East corner of RR152 and Twp600	<p>Low priority as there are no pot holes; what is present is a one inch layer of fibermat that has loosened and needs to be swept off</p> <p>Scheduled for next week</p> <p>No bumps here. Dust control will be patched tomorrow.</p> <p>2 days of patching in Bellis done in August; some new holes may have appeared so I will inspect tomorrow.</p>	September 23 rd

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
134-add-on	September 25 th	1	Public Works	Dust Control	59338 - RR 141	Was out to the dust control in question and yes, the patching wasn't done. Spoke with the patching crew and while they were on their way to patch the area they were called off to remove fallen trees. My apologies; this will be patched first thing Monday morning along with next to the bridge on TWP 594 west of RR 141.	September 26 th
143	September 26 th	5	Public Works	Patching	Eddy Pirzek to Barich and fibre mat on RR191		
144	October 1 st	1	Public Works	Washboard	Twp 594 west of Vilna from RR 140 to the bridge past RR 141	Grader heading there at the moment.	October 1 st
145	October 1 st	5	Public Works	Clean Texas gate	Kevin Warwynchuk-pit	Spoke with Kevin, clean up scheduled for next week	October 1 st
146	October 2 nd	1	Agriculture	Rock rolled from field onto where mowers go.	RR 133 north of Twp 594	Mower operators are done for the season. I will mark this down to be removed in the Spring.	October 4 th
147	October 3 rd	5	Public Works	Patching	604 between RR 185 and RR191	Patching being done today on Twp 604.	October 4 th
148	October 3 rd	5	Public Works	Rough spot needs repairing	Twp604 and RR182	Road repair on TWP 604 from RR 181 - 183 has been done this morning.	October 3 rd
149	October 6 th	2	Administration/ Planning	Meeting/discussion	N/A		

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
150	October 6 th	3	Public Works	Dust Control	RR164	Just drove RR 164. Spoke to Croswell and they are not hauling on this road. Two trucks came in from St. Paul and travelled this road to get to their pit. They are hauling out on TWP 584 to Hwy 855 so there will not be anymore gravel trucks on RR 164. Yes, silage is being hauled along RR 164, but we have never treated a road for silage haulers in the past. Having said that, the two residents on RR 164 south of HWY 28 do have MG dust controls that are intact showing little or no dust.	October 6 th
151	October 7 th	2	Public Works	Hydro Axe before next haying season	RR 142 and Twp 574		
152	October 7 th	5	Public Works	Patching and cut edges	61067 RR 191	The culvert end will be trimmed tomorrow morning. We can look at patching the dust control at the same time	October 7 th
153	October 13 th	2	Public Works	Hydro Axing	RR145 South of TWP 592	Will inspect.	October 13 th
154	October 13 th	1	Public Works	Washboard that needs attention	RR 124 South of Sunrise Beach entrance	Aware of road condition. Will be taken care of today.	October 13 th
155	October 13 th	2	Public Works	Don't blade a road due to dry conditions – hauling cattle	Bellis Community Pasture	Road was bladed yesterday. Hopefully dust settles before haul.	October 13 th
156	October 14 th	1	Public Works	Pass on compliment to grader.	Good job grading on RR 130 north of Twp 610	Will forward message to grader operator	October 15 th

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
157	October 14 th	5	Public Works	Remove fallen tree	West of RR183 on Twp 594	Tree was removed this afternoon	October 14 th
158	October 14 th	4	Public Works	Reiterate what Div. 2 requested regarding no grading.	Bellis Community Pasture		
159	October 15 th	5	Public Works	Did culvert get cut	Karvonens	Culvert was cut last week.	October 15 th
160	October 15 th	3	Public Works	Look into gravel trucks that aren't supposed to be hauling	Twp 590	Spoke with Cam Crosswell and he indicated there were 4 loads of gravel delivered to customers along TWP 590. That is why trucks were seen travelling along this road. Done yesterday afternoon.	October 16 th
161	October 18 th	1	Public Works	Send grader out to fix tore up road	1/2 mile north of township 594 just 1/2 mile north of Vilna and Twp 600 RR 135 intersection	Will speak to the grader operator and have this bladed when in the area.	October 18 th
162	October 18 th	1	Agriculture	Beaver dam	RR 130 on the West side by the bridge	I let Trapper know and he is going to head out there this afternoon to take a look.	October 18 th
163	October 19 th	4	Bylaw Enforcement	Sail boats stored on the County Environmental Reserve – need to be moved by owner	Mons Lake	A great starting point may be to look at during a strategic planning session.	October 19 th
164	October 21 st	4	Parks and Recreation	Dock and swimming platform are still in the water so please have it removed	Mons Lake	Didn't forget about it, and we have it on our list to be taken care of on Wednesday next week.	October 21 st

COUNCIL REQUESTS FOR INFORMATION

YEAR 2021



#	Date	Division	Department	Request	Location/Area	Action Taken	Date Completed
165	October 22 nd	1	Agriculture	Post LARA information	N/A	Information was already sent to communications department to post.	October 22 nd
166	October 25 th	4	Public Works	Barbed wire needs replacing after grader knocked it off	North side of Twp 604 east off Hwy 855	Unfortunately, I was unaware of this situation until receiving the phone call from the rate payer Monday morning, Inspection took place shortly after and work is scheduled for Tuesday morning to repair the hanging wire.	October 26 th
167	November 5 th	1	Public Works	Reflective material on a barricade	Bridge at RR 130	Public Works will attach reflective tape to the barriers as well as battery operated flashing lights.	November 5 th
168	November 6 th	5	Public Works	Sanding	Twp 594 from highway 855 to RR180		
169	November 12 th	4	Parks and Recreation	Grade Iron Horse Trail	Edward to Bellis	Have to look into what piece of equipment we can use to get the ruts out. Would like to get to this on Wednesday.	November 12 th
170	November 28 th	1	Public Works	Repair sign and fix old sign bottom so it is not sticking out	RR 135 and Twp 600	Sign work will be done this morning.	November 29 th
171	November 28 th	1	Environmental Operations	Freezer in the ditch	North of the reservoir on RR 130	Will pick it up.	November 28 th
172	December 4 th	1	Public Works	Sand or scrape icy roads	RR 124 South of Spedden and RR 133 and Twp 615 in the Whitefish Lake Area		
173	December 5 th	2	Public Works	Sand or scrape icy roads	No location specified.		

UPDATED December 6, 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		\$135,000.00	\$105,332.57	MSI/MO
		4		Total	\$265,000.00	\$223,254.18	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 170 between Twp 600- Twp 601	FM2114	2	1		\$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	#1141-20	\$70,500.00	\$67,022.26	MSI/MO
		5		Total	\$171,240.00	\$159,995.94	

REHABILITATION							
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		\$50,000.00	\$67,133.87	MSI/MO
Twp 602 bewteen Hwy 36- RR 140	MG2131	5	3		\$75,000.00	\$32,680.04	MSI/MO
RR 122 between Twp 591- Twp 592	MG2141	2	1		\$25,000.00	\$9,507.55	MSI/MO
Twp 590 between RR174(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		\$20,000.00	\$9,334.90	MSI/MO
RR 181 between Twp 604- Twp 605	MG2115	2	1		\$30,000.00	\$46,795.49	MSI/MO
		23.5		Total	\$318,000.00	\$231,340.26	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 583A between RR 130- RR 131	C2112	6	0.5		\$60,000.00	\$48,808.72	MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$130,000.00	\$1,079.61	
		18		Total	\$190,000.00	\$49,888.33	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	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		\$44,000.00	\$26,529.44	Aggregate Reserve
		7		Total	\$165,000.00	\$114,507.84	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	41.0	6,861.0	\$144,081.00	6,836.08	\$160,732.71	RTG
218.5	PW46	82.0	13,009.0	\$299,207.00	12,307.19	\$302,054.68	RTG
159.5	PW47	32.5	5,132.0	\$71,848.00	4,974.54	\$102,523.71	RTG
167	PW48	37.0	5,818.5	\$87,277.50	5,058.08	\$97,994.66	RTG
219	PW49	53.0	8,423.0	\$126,345.00	7,603.14	\$147,074.48	RTG
908		245.5	39,243.5	\$728,758.50	36,779.03	\$810,380.24	
Contingency:			5,000.00	\$90,000.00	3,504.05	\$74,241.25	
Total			44,243.50	\$818,758.50			
Road Repair PW90:					15,426.57	\$331,108.48	Unbudgeted - Cost of gravel only.



2022 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 181 between TWP 604- TWP 605	P2215	5	1		\$350,000.00		MSP 260,000.00
		5		Total	\$350,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 592 between RR 145- RR 150	R2212	2	1		\$22,000.00		MSI/MO
Twp 592 between RR 142- RR 143	R2222	2	1		\$22,000.00		MSI/MO
Methodist Cemetery Road	R2213	1	140 m		\$6,171.00		MSI/MO
Metis Cemetery Road	R2223	1.5	250 m		\$6,692.40		MSI/MO
RR 155 between Twp 601A- Twp 610	R2614	6	4.5		\$103,000.00		MSI/MO
Twp 594 between RR 194A- RR 200	R1425	2.5	1.5		\$35,000.00		MSI/MO
RR 191 between Twp 602- Twp 604	R1525	3	2		\$45,000.00		MSI/MO
Twp 602 between RR 195- RR 200	R2215	1.5	1		\$22,000.00		MSI/MO
		19.5		Total	\$261,863.40	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2211	4	3		\$75,000.00		MSI/MO
RR 130 between Twp 603- Twp 604	MG2221	2	1		\$25,000.00		MSI/MO
RR 144 between Twp 590- Hwy 652	MG2212	8	6		\$84,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2233	1	0.5		\$10,000.00		MSI/MO
Twp 590 between Hwy 855- RR 170	MG2243	5	3.25		\$60,000.00		MSI/MO
Twp 590 between RR 174(n)-RR 180(s)	MG2253	2	1.25		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2214	1	0.5		\$10,000.00		MSI/MO
Twp 600 between RR 181- RR 182	MG2215	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2225	2	1.5		\$27,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2235	2	1.5		\$27,000.00		MSI/MO
		29		Total	\$368,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2213	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2223	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	44.5	7,422.50	\$178,140.00			RTG
218.5	PW46	78.5	12,835.00	\$320,875.00			RTG
159.5	PW47	46.5	7,455.50	\$156,565.50			RTG
167	PW48	58	9,218.50	\$184,370.00			RTG
219	PW49	64	10,232.00	\$204,640.00			RTG
908		291.5	47,163.5	\$1,044,590.50			
Contingency:			5,000.00	\$105,000.00			
Total			52,163.50	\$1,149,590.50			
Road Repair PW90:							Unbudgeted- Cost of gravel only



2023 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 604- Twp 610	P2311	4	2		\$270,000.00		MSI/MO
Victoria Tr. between RR 171A- RR 172	P2313	2	0.5		\$65,000.00		MSI/MO
Twp 590 between RR 174(N)- RR 180(s)	P1813	2	1.25		\$150,000.00		MSI/MO
		8		Total	\$485,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Victoria Tr. between RR 171A- RR 172	R2313	2	0.5		\$10,000.00		MSI/MO
		2		Total	\$10,000.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 859- RR 144	MG2322	6	4		\$80,000.00		MSI/MO
RR 173 between Twp 584- Twp 583A	MG2333	1	0.5		\$10,000.00		MSI/MO
RR 170 between Twp 590- Twp 592A	MG2343	4	2.5		\$55,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2314	1	0.5		\$13,000.00		MSI/MO
RR 180 between Twp 594- Twp 594A	MG2315	1	0.5		\$15,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2325	2	1.5		\$35,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2335	3	1.5		\$35,000.00		MSI/MO
Twp 604 between RR 191- RR 192A	MG2355	3	1.5		\$50,000.00		MSI/MO
		21		Total	\$293,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 162 between Twp 594- Twp 594A	C2314	3	0.25		\$50,000.00		MSI/MO
		3		Total	\$50,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2313	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2323	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	40	6,767.00	\$162,408.00			RTG
218.5	PW46	81.5	13,148.00	\$328,700.00			RTG
159.5	PW47	38	5,990.00	\$125,790.00			RTG
167	PW48	45.5	7,144.50	\$142,890.00			RTG
219	PW49	66	10,420.00	\$208,400.00			RTG
908		271.0	43,469.5	\$968,188.00			
Contingency:			5,000.00	\$105,000.00			
Total			48,469.50	\$1,073,188.00			
Road Repair PW90:							Unbudgeted- Cost of gravel only



2024 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 600 between RR 181- RR 182	P2415	3	1		\$150,000.00		MSI/MO
		3		Total	\$150,000.00	\$0.00	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 170 between Hwy 28- Twp 600	FM2414	3	2		\$210,240.00		MSI/MO
		3		Total	\$210,240.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 610- Twp 611A	MG1841	3	1.5		\$38,000.00		MSI/MO
Twp 590 between RR 143- RR 144	MG1822	1	0.5		\$10,000.00		MSI/MO
RR 143 between Twp 590- Hwy 28	MG1942	6	4		\$100,000.00		MSI/MO
Twp 592 between RR 182A- RR 183	MG2433	1	0.5		\$10,000.00		MSI/MO
RR 183 between Twp 591A- Twp 592	MG2443	2	0.5		\$20,000.00		MSI/MO
Twp 604 between RR 181- RR 183	MG2415	4	2		\$60,000.00		MSI/MO
		17		Total	\$238,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 171 between Twp 590- Twp 591	C2413	13	1		\$140,000.00		MSI/MO
		13		Total	\$140,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2413	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2423	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	38.5	6,517.50	\$156,420.00			RTG
218.5	PW46	79	12,851.00	\$321,275.00			RTG
159.5	PW47	36	5,817.50	\$122,167.50			RTG
167	PW48	41	6,659.50	\$133,190.00			RTG
219	PW49	58	9,296.00	\$185,920.00			RTG
908		252.5	41,141.5	\$918,972.50			
Contingency:			5,000.00	\$105,000.00			
Total			46,141.50	\$1,023,972.50			
Road Repair PW90:							Unbudgeted- Cost of gravel only

Five-Year Road Plan: Year 2021-2026



2025 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 174 between Twp 612- Twp 613A	P2514	3	1.5		\$200,000.00		MSI/MO
		3		Total	\$200,000.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 174 between Twp 612- Twp 613A	R2514	3	1.5		\$35,000.00		MSI/MO
RR 190 between Hwy 28- Twp 600	R2515	6	3.5		\$85,000.00		MSI/MO
Twp 594 between RR 185- RR 190	R2525	2	1		\$24,000.00		MSI/MO
		11		Total	\$144,000.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2511	5	3		\$75,000.00		MSI/MO
Twp 590 between RR 181(s)- RR 184(s)	MG2533	5	3		\$70,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2514	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2524	1	0.5		\$12,000.00		MSI/MO
RR 180 between Hwy 28- Twp 594	MG2515	2	1.5		\$30,000.00		MSI/MO
Twp 612 betwee RR 174A- RR 180	MG2525	2	1.5		\$30,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2535	2	1.5		\$30,000.00		MSI/MO
		19		Total	\$272,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 171 between Twp 591- Twp 592	C2513	13	1		\$140,000.00		MSI/MO
		13		Total	\$140,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2513	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2523	3	2		\$44,000.00		Aggregate Reserve
		7		Total	\$165,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	46	7,641.00	\$183,384.00			RTG
218.5	PW46	83.5	13,243.00	\$331,075.00			RTG
159.5	PW47	43	6,770.00	\$142,170.00			RTG
167	PW48	51	8,002.50	\$160,050.00			RTG
219	PW49	59	9,359.00	\$187,180.00			RTG
908		282.5	45,015.5	\$1,003,859.00			
Contingency:			5,000.00	\$105,000.00			
Total			50,015.50	\$1,108,859.00			
Road Repair PW90:							Unbudgeted- Cost of gravel only

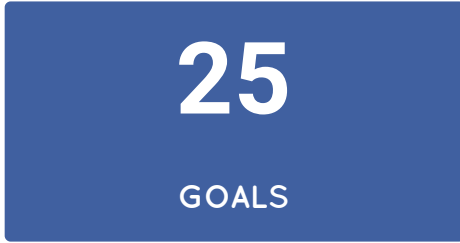
Road Foreman Report: December 7, 2021

- Tamarack Acquisition Corp. is drilling a oil well at SE-3-60-17-W4.
 - Caltex has been developing the wells they did earlier this year.
 - Rolling Hills has been developing the wells they did earlier this year.
 - Croswell is the only one actively hauling gravel in the County.
 - Jay's Salvage is logging at SW-30-60-W4 and using 165A, 605, 170, and 610 to & from Hwy. 855.
 - Slash Ventures is logging at W- 29-59-16-W4 and using 164 and 165 to & from Hwy. 28.
 - Jay's Salvage has completed log haul at SW-27-60-18-W4, E1/2 of SE-4-61-18-W4, SW-4-61-18-W4 and NE-10-61-18-W4.
 - Sky Logging has completed logging at N1/2of NE-20-57-13-W4, NE-25-59-15-W4, SW-8-60-14-W4 and SE-29-57-13-W4.
-
- Have issued 8 Fire Permits since the snow fall.
-
- Still working with Ag Department (Trevor) to try take care of as many problems as possible so there aren't as many problems in spring during run off.
-
- Following up on wash board areas as much as possible. Because of hardly any moisture this fall it was almost impossible to prep the roads for winter. The gravel did not bind and continues to be lose in open areas. Where there is some moisture in treed areas the gravel has bonded with the road. These areas have formed some icy areas that the operators are trying to address them. Because of the dry fall we may end up losing some gravel as it will end up mixing with the snow until we are able to get a base to the road top. This has been one of the worst falls that I can recall for preparing the roads for winter because of it been so dry.

Bob Novosiwsky



5.1.c



PUBLIC WORKS SHOP FOREMAN PLAN

(SHOP) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Training (PW Shop Foreman): 100%	<p>Mark Fedoretz:</p> <p>Achievements: Started first aid training December 6 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/06</p>		<p>Behind</p> <p>0%</p> <p>0 / 100%</p>
Equipment (PW Shop Foreman): 100%	<p>Mark Fedoretz:</p> <p>Achievements:</p> <ol style="list-style-type: none"> 525 Winter service September 16 2021 484 Replace sprayer pump and winterize sprayer September 16 2021 625 Winterize packer September 16 2021 509 Winter service and adjust circle shims. September 16 2021 to September 20 2021 508A Winter service September 20 2021 604G Replace radio antenna September 21 2021 240 Fix hydraulic oil leak. September 24 2021 627 Fix thumb September 24 2021 602 Boost September 27 2021 		<p>Complete</p> <p>100%</p> <p>100 / 100%</p>

Progress Update	Tasks	Current Completion
10. 525 Replace after treatment fan September 28 to October 7 2021		
11. 455A Change out hitch September 28 2021		
12. 616 Check fluids and get running September 29 2021		
13. 484 park for winter and winterize October 4 2021		
14. 612 Pump up tires October 5 2021		
15. 613 Get running October 5 2021		
16. 601 Service October 7 2021		
17. 502 Winter service and install wing October 12 2021		
18. 507 change tire October 12 2021		
19. 948 Replace battery October 14 2021		
20. 602 Boost Backhoe October 14 2021		
21. 615 Remove broken bolt and clean threads October 15 2021		
22. 472 Winter service October 18 2021		
23. 601 Change out light switch October 18 2021		
24. 507 Diagnose engine miss October 19 2021		
25. 608 Repair transmission October 19 2021–November 16 2021		
26. 472 Remove sprayer monitor and harness October 20 2021		
27. 209 Replace fan belt October 21 2021		
28. 615 hydraulic tank mount October 22 2021		
29. 840 Drill out broken bolt October 25 2021		
30. 240 Replace harness October 26 2021		
31. 511 Winter service and install wing October 26 2021		
32. 615 Removed broken bolts and fix threads October 27 2021		
33. 608 Check leaking planetary, and top up oil October 28 2021		
34. 508 Winter service and install wing October 28 2021 October 29 2021		
35. 525 Put on wing and remove packers November 1 2021 November 3 2021		
36. 505 Winter service and install wing November 1 2021		
37. 502 Change out flat tire November 1 2021		

Progress Update	Tasks	Current Completion
38. 505 Winter service mount wing and replace windshield wiper November 3 2021 November 4 2021		
39. 509 Change and repair tire November 4 2021		
40. 508A Put on wing November 5 2021		
41. 604E weld cracks in deck November 5 2021		
42. 604E Rebuild disc and put in new bearings November 5 2021		
43. 643 Change over brackets and mount blade November 9 2021		
44. 507 Cut off tool box November 9 2021		
45. 455A Winter Service November 12 2021		
46. 471 Winter service and repair oil leak November 12 2021		
47. 240 Repair stair November 12 2021		
48. 220 Repair grapple November 12 2021		
49. 633A Winter service November 12 2021		
50. 633B Build and install snow blade November 15 2021		
51. 509 Repair flat tire. November 16 2021		
52. 209 Replaced belt tensioner November 16 2021		
53. 472 Repair light and check fan. November 17 2021		
54. 608 Service November 18 2021		
55. 508A Repair oil leak on neck November 18 2021		
56. 629 Service and grease/clean grease zurks November 19 2021		
57. 525 Replace Fan belt. November 19 2021- November November 25 2021		
58. 505 Change wing blades November 22 2021		
59. 601 Drill and tap out bolt in C frame. November 22 2021		
60. 209 Change out water pump November 22 2021		
61. 508 Change wing blades November 23 2021		
62. 627 Grease bucket pin in excavator November 23 2021		
63. 615 Change over cutting heads and fix wiring November 23 2021		
64. 240 Change bucket cutting edge November 24 2021		

Progress Update	Tasks	Current Completion
65. 471 Fix fan vibration, replace O-rings in couplers, change out beacon November 25 2021 November 26 2021		
66. 608 Recharge left front strut. November 29 2021		
67. 507 working on engine miss		
Challenges: <i>No value</i>		
Next Steps: <i>No value</i>		
2021/10/12		

Vehicle (PW Shop Foreman): 100%

Mark Fedoretz:

Achievements:

1. 109 Replace transmission lines September 16 2021 to September 22 2021
2. 121 Repair brakes September 16 2021
3. 198 Service September 17 2021
4. 137 Repair wiring September 20 2021
5. 101B Service September 21 2021
6. 121 Repair tire September 22 2021
7. 116 Fix antifreeze leak September 23 2021
8. 106A Replace fuel pump September 24 to October 12 2021
9. 137 Repair light September 28 2021
10. 135 Replaced front hubs September 24 to September 27 2021
11. 705 Service September 28 2021
12. 410 Service September 29 2021
13. 198 Boost truck October 6 2021
14. 195 Service October 6 2021
15. 239 Service October 7 2021
16. 188 Service October 8 2021
17. 137 Repair light October 12 2021
18. 160 Remove asphalt box off 108 October 12 2021
19. 108 Service for winter install 166 and 176 October 12 2021 October 13 2021
20. 435 Service for winter and install plow October 14 2021

Complete
100%
100 / 100%

21. 204A Service October 15 2021
22. 170 Repair light October 15 2021
23. 195 Winter service, change exhaust gaskets, CVIP, Put plow and sander on, October 15 2021 November 1 2021
24. 119 Repair wires to air compressor October 18 2021
25. 117 Replace power steering line October 20 2021
26. 202 Replace rear brakes October 21 2021
27. 227 Service October 21 2021
28. 226A Service October 27 2021
29. 112A Service October 28 2021
30. 226 Service October 29 2021
31. 122 Boost and clean cables November 5 2021
32. 226 Replace front brakes November 8 2021
33. 239 Replace front brakes November 8 2021
34. 116 Repair lights November 9 2021
35. 226 Replace rear brakes and calipers November 9 2021
36. 195 Repair cab heater November 13 2021
37. 195 Fix signal lights November 16 2021
38. 435 Repair deck lights November 17 2021
39. 435 Repair dash lights November 18 2021
40. 202 Fixed brake squeal and install new mud flaps November 19 2021
41. 191 Change wing blades November 17 2021
42. 110 Service and replace spring shackle November 18 2021
43. 476 Service, replace heater motor November 18 2021
44. 476 Check electrical issues November 22 2021
45. 107 Repair lights November 23 2021
46. 116 Service November 24 2021
47. 473 Service November 25 2021

48.167 Change throttle motor, replace chain, Install back up alarm November 26 2021 November 29 2021

49.195 Repair beacon November 29 2021

50.190A Install Spreader and plow lights December 2 2021

51.190B Install Front plow bracket December 3 2021

52.190C Installed wing December 3 2021

53.116 Service December 3 2021

Challenges: *No value*

Next Steps: *No value*

2021/10/12

→ Tandem Trucks ready for summer

Sand truck 3

Month
to be
complete by:
April

Sand truck 2

Month
to be
complete by:
April

Behind
0%
0 /

Sand truck 1

Month
to be
complete by:
April

→ 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.

Behind
0%
0 /

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

Behind
0%
0 / 150 Service(s)

Goal	Progress Update	Tasks	Current Completion
<p>↳ Sand trucks ready for Winter</p>		<p>Sand truck 3 Month <input type="checkbox"/> to be comple te by: Octob er</p> <p>Sand truck 2 Month <input type="checkbox"/> to be comple te by: Octob er</p> <p>Sand truck 1 Month <input type="checkbox"/> to be comple te by: Octob er</p>	<p>Complete 100% 100 /</p>
<p>Protective Services Maintenance/Repair (PW Shop Foreman): 100%</p>	<p>Mark Fedoretz: Achievements:</p> <ol style="list-style-type: none"> 419 Replace pump November 1 2021 November 2 2021 451 Service and CVIP. November 15 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/11/19</p>		<p>Complete 100% 100 / 100%</p>
<p>Contract Work (PW Shop Foreman): 100%</p>	<p>Mark Fedoretz: Achievements: 214 Replaced front rotors and brakes October 20 2021</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/11/19</p>		<p>Complete 100% 100 / 100%</p>
<p>↳ Contract CVIPs</p>			<p>On Track 0% 0 /</p>

Goal	Progress Update	Tasks	Current Completion
Administrative (PW Shop Foreman): 100%	<p>Mark Fedoretz:</p> <p>Achievements:</p> <ol style="list-style-type: none"> 1. Attend managers meetings. 2. Attend safety meetings 3. Ordering parts, source parts, picking up parts 4. Helping complete shop projects 5. Vehicle check lists. 6. Attend budget meeting 7. Signing time sheets / Signing bills <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/01</p>	<p>Warranty repairs Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Spec out vehicles and equipment to be purchased for all departments Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Annual Inventory Count Month <input type="checkbox"/> to be comple te by: Decem ber</p> <p>Annual Employee Evaluations Month <input type="checkbox"/> to be comple te by: Decem ber</p>	<p>Complete 100% 100 / 100%</p>
Council Member Inquiry (PW Shop Foreman): 100%	<p>Mark Fedoretz:</p> <p>Achievements: no council member inquires during this reporting period.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/01</p>		<p>Complete 100% 100 / 100%</p>

(SHOP) MANAGER'S PLAN

Goal	Progress Update	Tasks	Current Completion
------	-----------------	-------	--------------------

(SHOP) Training Event Form 2021

On Track
0%
0 /

(SHOP) COUNCIL COMMITTEE MOTIONS/INQUIRIES

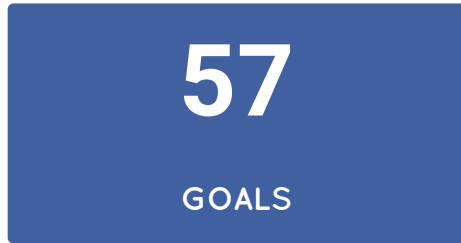
Goal	Progress Update	Tasks	Current Completion
Golden View Fabricating Ltd. One-pass Pull Type Grader System	<p>Patti Priest:</p> <p>Achievements: A letter to Bruce & Patti Chern was prepared by Legislative Services to notify them of the Council Motion. The Reeve signed the letter on April 12, 2021, which scanned and emailed to Bruce the same day.</p> <p>Municipal File: 3-116</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/04/12</p>		<p>Behind 55% 55 /</p>
Capital Purchase – Unit 198 - Year-2021 Kenworth T880 Truck	<p>Mark Fedoretz:</p> <p>Achievements: Build Date has been pushed back to the first quarter of 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Complete 100% 100 /</p>
Enterprise Fleet Management Canada Inc. Leases	<p>Patti Priest:</p> <p>Achievements: The open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5836022 was executed by the CAO on August 27, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/09/22</p>		<p>Complete 100% 100 /</p>
Enterprise Fleet Management Canada Inc. Leases	<p>Patti Priest:</p> <p>Achievements: The open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote #5831556, was executed on August 27, 2021.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/09/22</p>		<p>Complete 100% 100 /</p>

Goal	Progress Update	Tasks	Current Completion
Headache Racks for Fleet Vehicles	<p>Patti Priest:</p> <p>Achievements: Information brought forward at the September 21, 2021 Departmental Meeting, Council responded with Motion #1178-21: (draft) That Smoky Lake County Council approve to include a budget for headache racks with beacon lights on 27 fleet vehicles in the amount of \$23,500.00 for Year-2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/09/22</p>		<p>Complete 100% 100 /</p>
Enterprise Fleet Management Canada Inc. Leases – Unit 101B	<p>Mark Fedoretz:</p> <p>Achievements: purchased and should be here June 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/10/05</p>		<p>Complete 100% 100 /</p>
Enterprise Fleet Management Canada Inc. Leases – Unit 226A	<p>Mark Fedoretz:</p> <p>Achievements: purchased and should be here June 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/10/05</p>		<p>Complete 100% 100 /</p>
Enterprise Fleet Management Canada Inc. Leases – Unit 239	<p>Mark Fedoretz:</p> <p>Achievements: Purchased and should be here June 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/10/05</p>		<p>Complete 100% 100 /</p>
County Surplus Equipment – Unit 455	<p>Patti Priest:</p> <p>Achievements: Unit 455 retained for possible future sale.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/08/19</p>		<p>Overdue 0% 0 /</p>

Goal	Progress Update	Tasks	Current Completion
Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer	Mark Fedoretz: Achievements: its on order and should be arriving in march 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/10/05		Overdue 52% 52 /
Enterprise Fleet Management Canada Inc. Leases – Fleet Colours	Mark Fedoretz: Achievements: purchased and should be here june 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/10/05		Overdue 52% 52 /
Headache Racks for Beacon Lights on Fleet Vehicles			Overdue 0% 0 /



5.1.f



PUBLIC WORKS SAFETY PLAN

(SAFE) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
------	-----------------	-------	--------------------

Goal	Progress Update	Tasks	Current Completion
Safety (Safety Officer): 100%	<p>Trevor Tychkowsky:</p> <p>Achievements: Sept 17 went to WE pit to deal with camera not working Sept 20 went to city for Phones supplies and also PW Parts</p> <p>Sept 21 set up protocol for shop for COVID</p> <p>Sept 27 set up new solar panel for WE pit</p> <p>Sept 27 meeting with By law officer for maps and introduced her to the office staff</p> <p>Oct 5 did up info for staff on mental health week and sent out to staff</p> <p>Oct 13 worked on emergency protocols for all locations</p> <p>Oct 13 worked with staff member on mental health issues</p> <p>Oct 14 replaced batteries on cameras</p> <p>Oct 19 went to city to pick up parts for PW and supplies for phones/cameras</p> <p>Oct 27 sent away info for insurance claim for fire dept.</p> <p>Nov 5 went to city for books for audit also picked up parts for PW and fixed phone</p> <p>Nov 30 went to city for phone repair and parts for PW</p> <p>Dec 3 picked up books from audit and phone supplies and PW parts</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/06</p>		<p>Behind 8% 8.33 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
<p>→ Assist all other departments</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Sept 17 filled up sanitation supplies Sept 17 meeting with Gene and Brenda on reentry for people coming into county office Sept 17 ordered signage for office Sept 21 set up signage for office for COVID protocol Sept 23 did up COVID measures with Patti for entering county buildings Sept 27 completed signage and barriers at office Sept 29 helped PW with Snow plow flags Sept 4 had fence complete at shop Oct 8 helped PW with Snow plow flags Oct 14 helped PW with Snow plow flags Oct 15 helped PW with Snow plow flags Oct 20 helped PW with snow plow flags Oct 21 helped PW with snow plow flags Oct 27 helped PW with snow plow flags Nov 2 set up new camera at Spedden transfer site Nov 10 went to city for PW for parts for furnace Nov 16 helped office on line break</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/06</p>		<p>Behind 0% 0 /</p>

Goal	Progress Update	Tasks	Current Completion
<p>→ Annual Safety Audit</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Sept 28 confirmed external auditor Nov 5 took books to Edmonton for auditor</p> <p>Nov 9 opening meeting for audit</p> <p>Nov 10 got paperwork to auditor</p> <p>Nov 12-22 worked with staff for interviews and also book work to auditor</p> <p>Nov 22 close out meeting</p> <p>Dec 3 went to pick up books from audit</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind</p> <p>0%</p> <p>0 /</p>
<p>→ Fill out WCB reports Risk Management</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 26 filled out info as requested by WCB for old claim Nov 2 sent VFIS info for firefighters to be filled out for claim</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind</p> <p>0%</p> <p>0 /</p>
<p>→ Hazard Identification</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 8 reviewed 14 JSA's Oct 15 did formal inspections with Mark at WE pit</p> <p>Oct 18 reviewed 18 JSA's</p> <p>Nov 18 inquired with staff with formal inspections done but paperwork lost</p> <p>Dec 2 reviewed 14 JSA's</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind</p> <p>0%</p> <p>0 /</p>
<p>→ Incident investigation from public</p>			<p>Behind</p> <p>0%</p> <p>0 /</p>
<p>→ Incident investigation from staff</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 12 sent info to insurance from incident Nov 30 investigated B&E at Bogdans pit also contacted managers to look at equipment vandalized 3 trailers entered 1 pickup and also outbuilding from</p>		<p>Behind</p> <p>0%</p> <p>0 /</p>

Gas dept. very little taken.

Sept 16 Grader was backing up when a skid steer pulled up grader didnt know that the skidsteer pulled up and started to back up creating a near miss no contact had happened

Sept. 16 worker refused unsafe work felt operators were not operating in a safe manor. Pw manager went on scene and had a discussion with all staff onsite. issue was resolved

Sept 26 fire fighter slipped down steep hill no injury

Oct 8 worker get bitten from taxpayers dog minor injury no LTC minor self administered first time entry

Oct 8 truck driving on hwy 859 when a deer came across the hwy striking county unit. the deer was killed but the pick up was still able to operate back to the PW shop. this was claimed off to RMA

Oct 19 worker entering north doors of PW shop tripped on bottom plate on door. identifies as complacency worker was not injured

Oct 20 worer was building a fence using gloves but went and removed his glove to hammer the staple into the post hitting his finger causing a first aid entry was self administered not a LTC

Oct 13 worker cutting trees with a chainsaw. was carrying the chainsaw to the location when he slipped on some rocks. chainsaw saw not running at the time. worker fell to his knee but didnt need medical attention. worker found a different path when coming back.

Oct 23 fire fighter filled boots with debris causing injury on legs minor injury self administered first aid entry

Oct 23 firefighter operating fire unit. went to activate pump but truck was in gear and started to move forward, pump disengaged with no injury from no one

Oct 23 backing fire unit into station with no spotters and backed into post was discussed with firefighters

Nov 16 worker walking to there vehicle in parking lot. worker slipped on icy conditions. worker agrees better footwear need to be worn. parking lot was sanded right after this event. staff were also told of this icy condition.

Challenges:

Next Steps: *No value*

2021/12/06

Goal	Progress Update	Tasks	Current Completion
→ Informal inspections	Trevor Tychkowsky: Achievements: Nov 4 did 2 onsite inspection no issues noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Review safety manual			Behind 0% 0 /
→ Tool box meetings			Behind 0% 0 /
→ Vice president RUSA	Trevor Tychkowsky: Achievements: Oct 29 RUSA meeting virtual Nov 5 RUSA meeting Virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Check over JSA forms from site inspections 0 Inspection(s)	Trevor Tychkowsky: Achievements: Aug 30 reviewed 52 JSA's Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15		On Track 100% 0 / 0 Inspection(s)
→ Transport worker to OIS clinic Edmonton			Overdue 0% 0 /

Goal	Progress Update	Tasks	Current Completion
Disaster Services (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Sept 22 AEMA monthly training virtual Sept 22 Provincial COVID update Oct 7 Provincial COVID update Oct 13 Provincial COVID update Oct 22 sent update info to Pembina pipeline for emergency contacts Oct 25 went to start generators Oct 26 working on MEO course for Council Oct 27 AEMA monthly training Virtual Nov 3 assisted RCMP in ground search at WE pit for missing person Nov 18 did fire drills review at shop and office with staff present and identified what is not working with corrections identified Nov 24 Provincial COVID update Nov 30 got info off to Angela for flood claim dated back to 2020 Dec 1 Provincial COVID update Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 / 100%
→ Apply for grants when needed	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15		Behind 0% 0 /
→ ASIST Training	Trevor Tychkowsky: Achievements: Sept 24 ASIST AGM Dec 1 provincial IMT meeting virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Attend Disaster summit			Behind 0% 0 /

Goal	Progress Update	Tasks	Current Completion
→ Attend yearly AEMA Summit	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/05/17		Behind 0% 0 /
→ Attend yearly Disaster forum	Trevor Tychkowsky: Achievements: Sept 16 & 17 bordering on disaster conference virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Chair Organized regional team (ASIST)	Trevor Tychkowsky: Achievements: no further actions required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/07/12		Behind 0% 0 /
→ Do yearly training for EOC team			Behind 0% 0 /
→ Hold regular meeting			Behind 0% 0 /
→ Hold regular meeting (Regional Councils)			Behind 0% 0 /
→ Hold table top training for EOC team			Behind 0% 0 /
→ Update CEMP manual			Behind 0% 0 /
Risk Pro (Safety Officer): 100%	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/05/17		Behind 40% 40 / 100%
→ Attend strat plan meetings			Behind 0% 0 /

Goal	Progress Update	Tasks	Current Completion
→ RMA Risk pro meeting and requirements	Trevor Tychkowsky: Achievements: Sept 29 Risk pro meeting Virtual Oct 13 Risk pro meeting Virtual Nov 23 meeting with Lydia on risk pro requirements Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Jubilee insurance inspections 0 Inspection(s)			On Track 100% 0 / 0 Inspection(s)
→ Jubilee insurance investigations 0 Investigation(s)			On Track 100% 0 / 0 Investigation(s)
→ Service Generators: 12 Service(s)			On Track 0% 0 / 12 Service(s)
Administrative (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Sept 21 departmental meeting Sept 24 updated protocols for Call center Kyetech Oct 25 budget meeting Oct 28 attended organizational meeting for council Oct 29 budget meeting Nov 19 budget meeting Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 11% 11.11 / 100%
→ Cascade reports	Trevor Tychkowsky: Achievements: Nov 4 meeting with Luke on cascade update for report Dec 2 did changes for reporting as requested by Luke Dec 6 did up management report Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Hold yearly meeting			Behind 0% 0 /

Goal	Progress Update	Tasks	Current Completion
→ Manage phone problems			Behind 0% 0 /
→ Receive calls from after hour operator for taxpayers concerns			Behind 0% 0 /
→ Safety Committee	<p>Trevor Tychkowsky:</p> <p>Achievements: Sept 16 Safety Committee Meeting Oct 14 Safety Committee meeting</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		Behind 0% 0 /
→ Social events	<p>Trevor Tychkowsky:</p> <p>Achievements: Nov 16 worked on years of service for staff</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		Behind 0% 0 /
→ Testing of drugs for staff suspected to be under the influence			Behind 0% 0 /
→ Cellular Devices	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 4 working on phone issues Oct 25 worked on switching over phone plans with Telus</p> <p>Oct 27 went off to city to pick up phones for new council and also camera supplies</p> <p>Oct 29 completed setup phones for council</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		Behind 0% 0 /
→ Answer e-mails from Call center for after hour complaints 0 Complaint(s)	<p>Trevor Tychkowsky:</p> <p>Achievements: Sept 15 answered 26 after hour calls from Kyetech.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/09/15</p>		On Track 100% 0 / 0 Complaint(s)

Goal	Progress Update	Tasks	Current Completion
Training (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Sept 6 did evening course on mental health virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 / 100%
→ Attend Alberta Safety Conference			Behind 0% 0 /
→ Attend Annual H&S safety conference			Behind 0% 0 /
→ Attend Safety group NASC	Trevor Tychkowsky: Achievements: Sept 21 NASC/SASC virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Complete CPTED			Behind 0% 0 /
→ Complete Orientation	Trevor Tychkowsky: Achievements: Sept 23 did orientation for Bylaw officer Oct 18 Orientation for PW shop step program Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /
→ Safety Tracking			Behind 0% 0 /
→ Instructor courses	Trevor Tychkowsky: Achievements: Nov 29 CPR update online Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 /

Goal	Progress Update	Tasks	Current Completion
Council Member Inquiry (Safety Officer): 100%	Trevor Tychkowsky: Achievements: Oct 26 working on MEO course for Council need date or willing to take the one on Jan 13 evening course with Town council? Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 0% 0 / 100%
Public Works (Safety Officer): 100%	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		Overdue 0% 0 / 100%
→ Work on security system and gate operation for P.W.			Behind 0% 0 /
→ Work on special projects when required			Behind 0% 0 /

(SAFE) COUNCIL & COMMITTEE MOTIONS/INQUIRIES

Goal	Progress Update	Tasks	Current Completion
Damage Claim – Private Property within the Hamlet of Spedden	Patti Priest: Achievements: Cheque No. 51069 dated March 25, 2021 Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/03/29</i>		Behind 50% 50 /
Annual Safety Meeting	Patti Priest: Achievements: Recorded on the Action List for historical reference. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/03/17</i>		Complete 100% 100 /
County Fuel Tank Inventory on Private Land			Overdue 28% 28 /
Vehicle Damage Claim with respect to Policy 14-A.10	Patti Priest: Achievements: As per telephone conversation between the Legislative Service Clerk & the Safety Officer on September 22, 2021 at 12:33 pm, the Safety Officer has confirmed he will be contacting Mr. Shepert on September 23, 2021 to inform him of Councils decision. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/09/22</i>		Overdue 65% 65 /



5.1.g



PLANNING & DEVELOPMENT PLAN

(P&D) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Road Closures: 100%	<p>Jordan Ruegg:</p> <p>Achievements: ROAD CLOSURE FILE RC 027 - Bylaw 1398-21 (Hamlet of Edward) 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 held at the December 16, 2021 Council meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/06</p>		<p>Behind 70% 70 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
Planning and Development Manager Work Plan 100%		Enforcement Actions Month to be complete by December	
		Heritage Resources Month to be complete by December	Complete 100% 100 / 100%
		Field Work/Research Month to be complete by December	

↳ Safety Codes Permits: 100%

Land Use Planning/Development: 100%

Jordan Ruegg:

Achievements: No action was taken during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/12/06

Overdue
0%
0 / 100%

Overdue
76%
76 / 100%

Goal	Progress Update	Tasks	Current Completion
<p>↳ Land Use Bylaw Amendments - Recreational Vehicles</p>	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is currently working on preparation of an amendment to the Land Use Bylaw to create a "Recreation" Land Use District with "Permitted Uses", including campgrounds, RV parks, hunting lodges, resorts, bed & breakfasts, and other similar uses, and to propose the removal the aforementioned "Uses" from the list of "Discretionary Uses" under the Agriculture District, and will bring this proposed amendment forward to a future County Council meeting for discussion.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> <i>2021/12/06</i></p>	<p>Second Reading of Amendment - Consideration of Amendment Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Public Hearing - Re: Amendment Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p>	<p>On Track 0% 0 /</p>

(P&D) ECONOMIC DEVELOPMENT

Goal	Progress Update	Tasks	Current Completion
Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities: 100%	Jordan Ruegg: Achievements: The legal sub-committee is currently working with the County's legal counsel to finalize the documents for the creation of the Municipally Controlled Corporation and the Limited Partnership. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 75% 75 / 100%
Industrial Park: 100%	Jordan Ruegg: Achievements: The Planning and Development Department continues to work with the Economic Development Officer to identify potential opportunities to attract industrial development. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 70% 70 / 100%
Warspite Ironhorse Trail RV Park part of the 2018-2020 Strategic Priorities: 100%	Jordan Ruegg: 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. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/06		Behind 2% 2 / 100%

Goal	Progress Update	Tasks	Current Completion
<p>Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.: 100%</p>		<p>Second Reading of Amendment - Consideration of Amendment</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
		<p>Public Hearing - Re: Amendment</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
		<p>Committee of the Whole - Review of Initial Policy Discussion</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
		<p>Committee of the Whole - Review of Initial Policy Discussion</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
		<p>Committee of the Whole - Initial Policy Discussion</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
		<p>Land Use Bylaw Amendments - Recreational Vehicles</p>	<p>Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>
			<p>Overdue 0% 0 / 100%</p>

(P&D) MANAGER'S PLAN

Goal	Progress Update	Tasks	Current Completion
------	-----------------	-------	--------------------

(P&D) Training Event Form 2021

On Track
15%
15 /

(P&D) COUNCIL AND COMMITTEE MOTIONS/INQUIRIES

Goal	Progress Update	Tasks	Current Completion
Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24- 60-17-W4M)	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. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/12/06</i>		Behind 65% 65 /
Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34- 61-17-W4M)	Jordan Ruegg: 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. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/12/06</i>		Behind 70% 70 /
Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20- 61-17-W4M).	Jordan Ruegg: 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. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2021/12/06</i>		Behind 70% 70 /

Goal	Progress Update	Tasks	Current Completion
International Dark-Sky Association (IDA)	<p>Jordan Ruegg:</p> <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>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind 56% 56 /</p>
Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas	<p>Jordan Ruegg:</p> <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>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind 60% 60 /</p>
Alberta Wetlands Replacement Program	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department met with representatives from Alberta Environment and Parks (AEP) on December 2, 2021, to discuss the suitability of the lands legally described as Pt. SE-12-59-18-W4M for the Wetland Replacement Program. Unfortunately, AEP determined that the lands would not meet the criteria of the Program.</p> <p>The Planning and Development Department met with an interested landowner on December 3, 2021, and discussions are ongoing to determine if their land would meet the criteria of the Program.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind 61% 61 /</p>

Goal	Progress Update	Tasks	Current Completion
Land Use Bylaw 1272-14 Amendment to create a Recreation District	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is currently working on preparation of an amendment to the Land Use Bylaw to create a "Recreation" Land Use District with "Permitted Uses", including campgrounds, RV parks, hunting lodges, resorts, bed & breakfasts, and other similar uses, and to propose the removal the aforementioned "Uses" from the list of "Discretionary Uses" under the Agriculture District, and will bring this proposed amendment forward to a future County Council meeting for discussion.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Behind 5% 5 /</p>
Trails Strategy & Lake Accretion Update			<p>Behind 0% 0 /</p>
Safety Codes Agency Contract – Request for Proposals	<p>Jordan Ruegg:</p> <p>Achievements: Smoky Lake County Council adopted a motion at the September 23, 2021 County Council meeting, awarding the Safety Codes Agency contract, for the period January 1, 2022, to December 31, 2026, to The Inspections Group Inc. The contract has been forwarded to the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna for execution.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>On Track 85% 85 /</p>
County Trail Inventory	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is continuing to work on the trails inventory and will provide an update at a future Committee of the Whole meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>On Track 27% 27 /</p>

Goal	Progress Update	Tasks	Current Completion
<p>Lori Danyluk, Landowner at Hillside Acres, Whitefish Lake</p>	<p>Jordan Ruegg: Achievements: RECOMMENDATION: That Smoky Lake County Council acknowledge the appearance of the delegations: Lori Danyluk and Gayle Holtz (Landowners at Hillside Acres, Whitefish Lake) regarding issues related to Environmental Reserve lands and need for a community dock system, safe boat launch, children's park, and handicap access to the lake at Hillside Acres, Whitefish Lake.</p> <p>Challenges: No value</p> <p>Next Steps: No value 2021/12/06</p>		<p>On Track 45% 45 /</p>
<p>Angela Sime, Landowner at Hillside Acres, Whitefish Lake</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Manager has forwarded a copy of Angela Sime's comments to the Municipal Clerk for inclusion in the December 16th, 2021 County Council agenda package with the recommendation that Council acknowledge receipt of the correspondence for information.</p> <p>Challenges: No value</p> <p>Next Steps: No value 2021/12/06</p>		<p>On Track 99% 99 /</p>
<p>Council Orientation – Planning and Development</p>	<p>Jordan Ruegg: Achievements: RECOMMENDATION: That Smoky Lake County Council acknowledge the Planning and Development Council Orientation was held with all Council and facilitated internally by the Planning and Development Manager: Jordan Ruegg and Planning and Development Manager Assistant: Kyle Schole, on November 17, 2021, at the Council Committee of the Whole Meeting, outlining the following:</p> <ul style="list-style-type: none"> · Planning and Development Services Department – “Who we are?”, · Planning Legislation, Bylaws & Policies, · Planning Hierarchy & Consistency, · Planning Legislation, Regulations, Bylaws, and Policies, · Treaty 6 and Indigenous Acknowledgement, and · Ongoing and Upcoming Planning and Development Projects. <p>Challenges: No value</p> <p>Next Steps: No value 2021/12/06</p>		<p>On Track 80% 80 /</p>

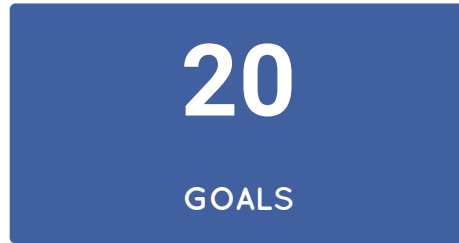
Goal	Progress Update	Tasks	Current Completion
<p>Bylaw No. 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying south of Lot A, and north of Lot B, Plan 8420551 Warspite</p>	<p>Jordan Ruegg:</p> <p>Achievements: A Public Hearing on Bylaw 1402-21 is scheduled for the December 16, 2021 County Council meeting. Following the Public Hearing, should Council decide to proceed with the proposed Bylaw, said Bylaw will be forwarded to the Minister of Transportation for approval prior to Second and Third Readings being considered by Smoky Lake County Council.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 50% 50 /</p>
<p>Application to Vary the 300M Setback - former Waskatenau Nuisance Ground</p>	<p>Jordan Ruegg:</p> <p>Achievements: An application to vary the 300 metre development setback affecting the Waskatenau Nuisance Ground can only be made once a development or subdivision application has been filed with respect to the land.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 35% 35 /</p>
<p>What We Heard Report: Hamlet Chickens, Dark Skies Designation, and RVs at Lake Lots</p> <p>Heritage River Management Planning Process Framework</p>	<p>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>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 16% 16 /</p> <p>Overdue 20% 20 /</p>
<p>Lake Subdivision Signage Project</p>	<p>Jordan Ruegg:</p> <p>Achievements: The lake subdivision signage has been fabricated and the locations for the signage have been finalized. It is anticipated that the signage will be installed in early spring once the weather conditions allow.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 85% 85 /</p>

Goal	Progress Update	Tasks	Current Completion
<p>Closure of Road Plan 10 C.L. & Road Plan 3098HW, located within NE-19-57-13-W4M</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Department has been working with a surveyor to prepare the necessary documentation required to process the proposed road closure. Once the documentation has been prepared, the Planning and Development Department will forward the documentation and a Resolution to Council to close the portions of road and affect the realignment of the as-built road within a new road plan which is to be registered with the Land Titles Office.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 20% 20 /</p>
<p>Proposed Sani-Dump Station for RVs near Bellis</p>			<p>Overdue 47% 47 /</p>
<p>Road Closure - Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Department has been working with a surveyor to prepare the necessary documentation required to process the proposed road closure. Once the documentation has been prepared, the Planning and Development Department will forward the documentation and a Resolution to Council to close the portions of road and affect the realignment of the as-built road within a new road plan which is to be registered with the Land Titles Office.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 20% 20 /</p>
<p>Lake Trails Strategy</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Department is continuing to work on the trails inventory and will provide an update at a future Committee of the Whole meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p>Overdue 20% 20 /</p>

Goal	Progress Update	Tasks	Current Completion
<p>North Saskatchewan Heritage River Initiative</p>	<p>Jordan Ruegg: Achievements: The Planning and Development Department presented to the Canadian Heritage Rivers Board on</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2021/12/06</p>		<p style="color: red;">Overdue</p> <p>0% 0 /</p>



5.1.k



GIS PLAN

(GIS) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
GIS Tasks: 100%			
<p>→ GIS – Data collection MuniSight/Mobile App</p>	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> • Work with PW culvert crew - updating and locating missing culverts • capture entrance signs <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Continue working with staff to update outstanding Address Signs • Continue Work with PW culvert crew- updating and locating missing culverts <p><i>2021/12/05</i></p>	<p>Snow Plow Flags</p> <p>Month <input checked="" type="checkbox"/></p> <p>to be comple te by: Novem ber</p>	<p>Behind 76% 76.2 / 100%</p> <p>Complete 100% 100 /</p>

Goal	Progress Update	Tasks	Current Completion
<p>→ GIS Data Input</p>	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Update Electoral Districts • Work with Gas Department on Gas Taps • update 2021 Dust Controls in webmap - Public Works • Change Rd Project sheet to excel and update project attribute order in webmap to match project sheet - Public Works • Continue working on updates to Roads, Drive ways, address signs for AMDSP update <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Digitize Gas Taps and add layer into webmap <p><i>2021/12/05</i></p>		<p>On Track</p> <p>0%</p> <p>0 /</p>
<p>→ County Website Tool – MuniSight- GIS Site Validation</p>	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • online public connection with MuniSight has had 221,945 visits from May 31, 2018 - December 5, 2021. <ul style="list-style-type: none"> ◦ From September 19, 2021 - December 5, 2021 (76 days) total visits were 13,348. • Regional Public Site - online public connection with MuniSight has had 106,028 visits from May 31, 2018 - September 19, 2021. <ul style="list-style-type: none"> ◦ From September 19, 2021 - December 5, 2021 (76 days) total visits were 676. • Verify quality assurance on Public Site • Update 2021 Fall Landownership Map on Website • Update MuniSight User Guide <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2021/12/05</i></p>		<p>On Track</p> <p>92%</p> <p>92 /</p>

Goal	Progress Update	Tasks	Current Completion
→ GIS Data Analysis	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • complete 2020 spray data • run query of Snow Plow flags per beat, export to excel to review with a few operators <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • data analysis of culvert inspections • create a list of route order of Snow Plow flags and create snow plow beat maps to accommodate operators out in the field • data analysis of zoning description and codes for updates to new finance system. <p><i>2021/12/05</i></p>		<p>On Track 89% 89 /</p>
→ Map Sales 0 Map(s)	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • 24 Maps sold from September 20, 2021 - December 2, 2021 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2021/12/06</i></p>		<p>On Track 101% 68 / 0 Map(s)</p>
<p>Smoky Lake Region (GIS): 100%</p>	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Assist the Town Altalis Subscription • Assist the Region with ideas for using up there General Service Hours • Waskatenau Trail update • Waskatenau Side Walk update • Prepare Regional Data Sharing Agreement: <ul style="list-style-type: none"> ◦ (Smoky Lake County, Town of Smoky Lake, Village of Vilna, Village of Waskatenau and 13 Ways Inc.) to accommodate the Village of Vilna's ACP grant, Regional Municipal Service Delivery Options Study. • Waskatenau water and sewer update 		<p>On Track 93% 93 / 100%</p>

- Addressing in the Town of Smoky Lake: new School Build site
- Update Regional Internal Site: Fire Calls 2018-2021, Public Hazard Calls 2018-2021, Medical Calls 2018-2021
- Assist the Village of Waskatenau and Village of Vilna with Preparation for Next Gen 911. Membership to AMDSP.
- **Request for Decision 4.15 - Joint ACP Application for Ortho Photo's** will be included in the December 16 Council Agenda

Challenges: *No value*

Next Steps:

- Follow up on Waskatenau's Zoning update Regional Site
- Follow up on the Town of SL Zoning Update (Town and Regional Site)
- AMDSP update– Village of Waskatenau and Village of Vilna
- Follow up on Subdivision update for the town
- Follow up on Assessment updates – Town of SL, Village of Waskatenau and Village of Vilna
- Assist the RCMP with request of New Address Maps of the Region:
 - Complete Town and Village Maps, combine all regions on 2 sided map for RCMP for December 10th.
- Prepare Invoicing for the Region (General Service Hours and software) as per MuniSight and Regional contracts

2021/11/17

Goal	Progress Update	Tasks	Current Completion
Training (GIS): 100%	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Attend Cascade training November 4th • Review Property complaints attributes with new By Law Officer and update to her reporting needs <ul style="list-style-type: none"> ◦ overview of Property complaints in webmap (displaying, queries, reporting) • Review of webmap and training on mobile app for PW culvert crew. • Review and Assistance of mobile app for Parks and Rec staff installing address signs. <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • update departmental reporting for the new year. • Train Public Works Shop Foreman on AVL Maintenance reporting • attend Asset management training Dec 6 <p><i>2021/12/05</i></p>		<p>On Track 89% 89 / 100%</p>

GIS -- manage third party contract	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Review and validate September, October and Novembers General Service Hours. <ul style="list-style-type: none"> ◦ Distribute General Service Hour Reports to the Region. • GIS Agreement Table for information <ul style="list-style-type: none"> ◦ Copy for Jenna, attached copy for council <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2021/12/05</i></p>		<p>On Track 0% 0 /</p>
---	--	--	--------------------------------

Goal	Progress Update	Tasks	Current Completion
Request from CAO and Managers (AVL)	Carole Dowhaniuk: Achievements: <ul style="list-style-type: none"> • Generate grader reports for CAO Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/05		On Track 0% 0 /
Administration (GIS): 100%			On Track 92% 92 / 100%
→ Review Finance	Carole Dowhaniuk: Achievements: <ul style="list-style-type: none"> • Review September, October and November GIS financial transactions Challenges: <i>No value</i> Next Steps: <ul style="list-style-type: none"> • Prepare Invoicing for GSH and software for the region 2021/12/05		On Track 92% 92 /
→ Server Maintenance	Carole Dowhaniuk: Achievements: <ul style="list-style-type: none"> • Work with IT during Service provider switch over, ensure good communication with MuniSight. Challenges: <i>No value</i> Next Steps: <ul style="list-style-type: none"> • Verify updates are running smoothly 2021/12/05		On Track 92% 92 /
Legislative (GIS): 100%	Carole Dowhaniuk: Achievements: <ul style="list-style-type: none"> • No Action was taken during this reporting period Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/12/05		On Track 92% 92 / 100%

Goal	Progress Update	Tasks	Current Completion
Complete Administration	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Ensure the department is organized to promote efficient daily operations. • Maintain records. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/05</p>		<p>On Track</p> <p>92%</p> <p>92 /</p>
Hardware Maintenance	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • transfer of GPS device to new unit 507A <ul style="list-style-type: none"> ◦ update new asset details <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/05</p>		<p>On Track</p> <p>92%</p> <p>92 /</p>
Council Member Inquiry (GIS): 100%	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • No Action was taken during this reporting period <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/05</p>		<p>On Track</p> <p>92%</p> <p>92 / 100%</p>
Assist with issues that come up	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Assist front staff with phones during training • Assist the Public with Webmap inquiries and assistance • Assist ratepayers with GIS inquiries • Assist departments and region with issues that arise. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/05</p>		<p>On Track</p> <p>92%</p> <p>92 /</p>

Goal	Progress Update	Tasks	Current Completion
Municipal Address Signs	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Municipal address sign order complete • Locations Checked • Alberta one calls completed • Installation package prepared for installer(s):18 signs for replacement/installation, map and route of locations, list of installation route, 1st calls. • November 15-19, 2021 Sign Replacement & installation <p>Challenges:</p> <p>Next Steps:</p> <ul style="list-style-type: none"> • 6 more signs to be installed <p><i>2021/12/05</i></p>		<p>On Track</p> <p>87%</p> <p>87 /</p>

(GIS) COUNCIL AND COMMITTEE MOTIONS/INQUIRIES

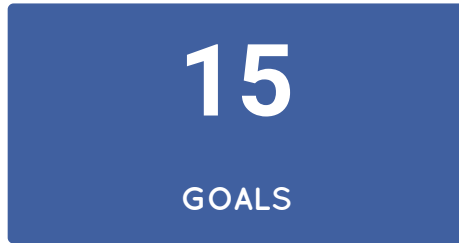
Goal	Progress Update	Tasks	Current Completion
------	-----------------	-------	--------------------

Smoky Lake Regional GIS Agreement

On Track
90%
90 /



5.1.1



EVONNE ZUKIWSKI

Goal	Progress Update	Current Compl...
Administrative Activity (COM): 100%		66% 65.56 / 100%
→ Council Meetings: 12 Meeting(s)	<p>NEW Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Virtually attended September County Council Meeting- September 23, 2021 • Virtually attended October County Council Meeting- October 15, 2021 • Attended County Council Organizational Meeting- October 28, 2021 	67% 8 / 12 Meeting(s)
→ Budget Meetings: 10 Meeting(s)	<p>NEW Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Attended Communications operational pre budget meeting with Finance Manager- September 14, 2021 • Virtually attended County Budget Meeting- September 15, 2021 • Communications operational budget meeting with Finance Manager- September 27, 2021 • Virtually attended County Budget Meeting- October 29, 2021 • Virtually attended Council Budget Meeting- November 19, 2021 	70% 7 / 10 Meeting(s)
→ Departmental Meeting: 10 Meeting(s)	<p>NEW Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Virtually attended September Departmental Meeting- September 21, 2021 	60% 6 / 10 Meeting(s)

Goal	Progress Update	Current Compl...
Communication Activity (COM): 100%		81% 80.97 / 100%
<p>→ Quick Reference Book</p>	<p>NEW Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Began updating Quick Reference book- October 12, 2021 • Finalized book- November 18, 2021 • Began printing and binding Quick Reference book- November 30, 2021 	80% 80 /
<p>→ Social Media Posts 0 Post(s)</p>	<p>NEW Evonne Zukiwski: Achievements:</p> <ul style="list-style-type: none"> • Shared L.A.R.A hemp plot tour on Facebook- September 14, 2021 • Scheduled L.A.R.A Soil Resilience workshop on social media (scheduled for September 16, 2021)- September 14, 2021 • Scheduled L.A.R.A 'In The Know' workshop event on social media (scheduled for September 29, 2021)- September 14, 2021 • Posted 'filing nominations papers safely' ad on Facebook and scheduled ad for September 20, 2021 - September 16, 2021 • Shared L.A.R.A soil workshop event on Facebook- September 21, 2021 • Scheduled National Day of Truth & Reconciliation on social media (scheduled for September 24, 29, 30)- September 21, 2021 • Posted office re-opening poster on social media (and scheduled additional post for October 4, 2021)- October 1, 2021 • Posted Fire Prevention Week information on Facebook and Twitter- October 4, 2021 • Scheduled Closed for Thanksgiving post (October 8 & 11)- October 4, 2021 • Scheduled Small Business Week ad (scheduled for October 17, 2021)- October 5, 2021 • Scheduled Tax Sale ad (scheduled for October 14, 2021)- October 5, 2021 • Shared smoky advisory- October 5, 2021 • Scheduled Snow Flags ad (scheduled for October 20, 2021)- October 5, 2021 • Scheduled Taxes Due ad (scheduled for October 6 and October 26, 2021)- October 5, 2021 • Scheduled Keeping Address Signs clear ad (scheduled for October 12, 2021)- October 5, 2021 • Scheduled Transfer Station Winter Hours schedule (scheduled for November 1, 2021)- October 5, 2021 	101% 292 / 0 Post(s)

- Shared L.A.R.A Soil workshop event- October 15, 2021
- Posted Election Day ad- October 18, 2021
- Posted unofficial election results - October 18, 2021
- Posted official election results- October 22, 2021
- Shared L.A.R.A post (Can/ AB Livestock Feed Assistance program)- October 25, 2021
- Scheduled Vilna Ag Society CPR course (scheduled for October 27 and November 17, 2021)- October 25, 2021
- Scheduled RCDC Member-at-Large ad (scheduled for October 25 and November 9)- October 25, 2021
- Posted Found Dog ad- October 25, 2021
- Posted Heritage Board Meeting notice (scheduled for October 27 and November 4, 2021)- October 27, 2021
- Scheduled Halloween and trick or treating safety post- October 29, 2021
- Scheduled Transfer Station winter hours (scheduled for November 5, 2021)- November 1, 2021
- Shared L.A.R.A 'How to Get Unstuck' event poster (scheduled for November 3, 2021- November 1, 2021)
- Corrected Heritage Board meeting poster date- November 1, 2021
- Scheduled office closed for Remembrance Day post (scheduled for November 10 & 11)- November 2, 2021
- Scheduled Tax Sale ad (scheduled for November 4 and November 12, 2021)- November 3, 2021
- Scheduled Tax Installment Payment Plan ad (scheduled for November 9, 2021)- November 3, 2021
- Scheduled Budget Open House ad (scheduled for November 23, November 30 and December 7, 2021)- November 3, 2021
- Scheduled 25th Anniversary of Raubenheimer Clinic (scheduled for November 4, 2021)- November 3, 2021
- Scheduled Kinette Food and Toy Drive (scheduled for November 24, 2021)- November 9, 2021
- Scheduled Métis Week ad (scheduled for November 14, 2021)- November 9, 2021
- Scheduled Public Hearing Bylaw ad (scheduled for November 18 and December 15, 2021)- November 9, 2021
- Shared NE AAAF award winner post- November 15, 2021
- Shared Christmas Hamper ad- November 18, 2021

- Scheduled New Horizons for Seniors Program (scheduled for November 23, 2021)- November 22, 2021
- Shared L.A.R.A Close the Wheat yield Gap survey- November 25, 2021
- Posted Disaster Recovery Funding ad (scheduled for November 29, 2021, December 17, 2021 and January 5, 2022)- November 29, 2021
-

→ Website Updates 0 Update(s)

NEW Evonne Zukiwski:

Achievements:

- Updated main Reeve's Report on Reeve's webpage- September 14, 2021
- Added June - August Reeve's Report to website- September 14, 2021
- Removed polling station worker ad- September 15, 2021
- Posted 'filing nomination papers safely' ad on Election webpage and as a website notice- September 16, 2021
- Added Bylaw Officers contact information to website- September 20, 2021
- Posted Candidates nominated to 'For Voters' webpage and as website notice- September 21, 2021
- Scheduled National Day of Truth and Reconciliation as website notice- September 21, 2021
- Posted September Reeve's Report to website- September 23, 2021
- Updated Curling Rink election polling station address- September 27, 2021
- Added Notice of Election & Voter Identification Requirements to election webpage- September 27, 2021
- Posted October Grapevine to website- September 28, 2021
- Posted offices re-opening ad as website notice- October 1, 2021
- Removed Fed Gas Bursary from website- October 4, 2021
- Posted October calendar- October 4, 2021
- Added October meeting dates and links to website calendar- October 4, 2021
- Posted Taxes Due ad as notice- October 5, 2021
- Posted Council Past Activities September calendar- October 12, 2021
- Posted unofficial election results to election page and as website notice- October 18, 2021
- Posted official election results to election page and as a website notice- October 22, 2021

101%
250 / 0 Update(s)

Progress Update

Current Compl...

- Posted RCDC Member-at-Large ad- October 25, 2021
- Updated Policies 07-05, 61-16, 61-17, 61-18, 61-19, 61-04- October 25, 2021
- Posted Heritage Board Meeting notice and meeting links on event calendar- October 27, 2021
- Updated Council contact information and pictures on website- October 29, 2021
- Posted November calendar- October 29, 2021
- Added November meeting links to website event calendar- October 29, 2021
- Updated Transfer Station Winter Hours schedule- November 1, 2021
- Corrected Heritage Board meeting poster date on notice- November 1, 2021
- Posted November Grapevine- November 2, 2021
- Added Tax Sale as website notice- November 3, 2021
- Added Policy 61-07 and 04-10- November 3, 2021
- Posted Municipal Committees list- November 4, 2021
- Posted Policy 02-19,08-30 and updated Policy 08-07- November 8, 2021
- Posted October Past Council Activities calendar- November 8, 2021
- Updated Policy folders- November 9, 2021
- Added Committee of the Whole & Policy Committee meeting links to event calendar- November 9, 2021
- Added draft Bylaw 1402-21- November 9, 2021
- Added Notice of Public Hearing- Bylaw 1402-21 to website- November 9, 2021
- Added December Departmental and Council meeting links to event website calendar- November 16, 2021
- Added Budget Open House as notice on website- November 29, 2021
- Created Disaster Recovery Funding notice- November 29, 2021

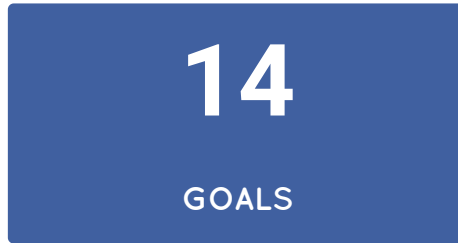
Goal	Progress Update	Current Compl...
<p>→ Communications for Departments 0 Ad(s) Created</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Drafted RCDC Public-at-Large recruitment ad- September 28, 2021 • Emailed RCDC Public-at-Large recruitment ad to the Redwater Review for publishing- September 29, 2021 • Created Taxes Due ad- October 5, 2021 • Emailed RCDC Public-at-Large recruitment ad to the Redwater Review for publishing- October 25, 2021 	<p>101% 21 / 0 Ad(s) Created</p>
<p>→ County Website Maintenance 0 Update(s)</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Created micro-site for the Heritage River and turned over maintenance to Planning department- September 14, 2021 • Activated Victoria District Economic Development Strategy microsite- October 20, 2021 • Created micro-site for Seniors Drop-In Centre (not turned over yet due to logo loading issues, All-Net addressing issue)- November 29, 2021 • Created micro-site for Chamber of Commerce (not turned over yet due to logo loading issues, All-Net addressing issue)- November 29, 2021 <p><i>Motion 455-21 (Meeting date: February 25, 2021)</i></p> <p><i>That Smoky Lake County Council approve the request received from Jackie Jarema, Custodian for Hanmore Lake and Island Lake Campgrounds for the County to provide an AllNet basic micro-website through the County's website at no cost; and any additional costs associated with campground booking applications or domain name be at the expense of the requesting party, as per the letter received from Jackie Jarema, dated February 3, 2021.</i></p> <p>Recommended motion:</p> <p>Hanmore Lake Caretaker Microsite</p> <p>That Smoky Lake County acknowledge receipt of the email received from Jackie Jarema, Caretaker of Hanmore Lake and Island Lake Campgrounds, dated November 30, 2021, in regard to retracting the February 25, 2021 request for a County micro-site website, as it will not meet their expectations for a website capabilities.</p>	<p>101% 7 / 0 Update(s)</p>

Goal	Progress Update	Current Compl...
<p>↳ Produce & Distribute Grapevine: 12 Newsletter(s)</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Completed and published October Grapevine. Emailed to the Redwater Review for publishing the week of October 4, 2021- September 27, 2021 Completed and published November Grapevine. Emailed to the Redwater Review for publishing the week of November 8, 2021- November 2, 2021 <p><i>Cost of mailing Grapevine to all Willingdon Rural Routes</i></p> <p>47 rural route boxes</p> <p>Cost of paper: \$0.02 each</p> <p>Cost of printing: \$0.10 each</p> <p>Cost of mailing: \$0.18 each</p> <p>Total cost: \$0.30 each (to print and mail)</p> <p>Total cost per month: \$0.30/ each x 47 rural routes = \$14.10</p> <p>Total cost per year: \$14.10/ month x 12 months = \$169.20</p>	<p>92%</p> <p>11 / 12</p> <p>Newsletter(s)</p>
<p>Training Activity (COM) 0 Event(s)</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Virtually attended Decision Making and Potential Problem Analysis training- April 20, 2021 	<p>101%</p> <p>1 / 0 Event(s)</p>
<p>↳ Participate in Training 0 Event(s)</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Attended general Cascade training- November 3, 2021 Attended Communication department training- November 4, 2021 	<p>101%</p> <p>3 / 0 Event(s)</p>
<p>Legislative Activity (COM): 100%</p>		<p>100%</p> <p>100 / 100%</p>

Goal	Progress Update	Current Compl...
<p>↳ Develop Advertisements and Information Publications 0 Ad(s) Created</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Created and ordered business cards for Ag Dept (C.Danyluk) and Public Works (M.Fedoretz)- September 15, 2021 • Created and ordering County Christmas cards- September 15, 2021 • Created National Day of Truth and Reconciliation poster- September 15, 2021 • Created 'directions for filing nomination papers' ad- September 16, 2021 • Emailed Notice of Election ad to Redwater Review for publishing for 2 weeks - September 27, 2021 • Created Offices reopening ad- October 1, 2021 • Created Office Closed for Thanksgiving poster- October 4, 2021 • Created and ordered business cards for Bylaw Enforcement and Gas Manager- October 5, 2021 • Created new Councillor email signatures and sent to Brian- October 25, 2021 • Emailed Reeve & Deputy Reeve signing pictures to Redwater Review- October 29, 2021 • Created office closed for Remembrance Day poster- November2, 2021 • Created and ordered Councillor business cards- November 4, 2021 • Submitted Disaster Recovery Funding ad to Redwater Review for publishing- November 30, 2021 	<p>101% 35 / 0 Ad(s) Created</p>



5.2.a



GOAL

Goal	Training Event Form
(ASB) Training Event Form 2021	
(COM) Training Event Form 2021	
(FIRE) Training Event Form 2021	
(GAS) Training Event Form 2021	
(P&D) Training Event Form 2021	
(E&P) Training Event Form 2021	

(FIN) Training Event Form 2021**NEW Brenda Adamson:**

Smoky Lake County Department: Finance

Event Name: Get Real: Cost Reduction & Alternate Revenue

Event Date: 2021/12/02

Organization: Society of Local Government Managers

Location: Lacombe, AB

Event Type: Workshop

Smoky Lake County Attendees: Brenda Adamson

SUMMARY - Contents: Gord McIntosh, PhD, CLGM conducted a workshop which guided us through a process to assess:

1. Service Capacity - reviewing the organizational capacity
2. Service Inventory and Assessment - reviewing current services and brainstorming adjustment possibilities to improve efficiency, effectiveness, eliminate, or reduce cost
3. Service Adjustment - methods to evaluate suggested changes and filter through a reality check
4. Service Acton - create a SMART action plan

RESULTS - What I took away: This course provided an easy process for anyone to follow while looking at services. It offered tools to help evaluate options with a bit of objectivity.**WHY DID YOU ATTEND - Benefits:** In order to keep my CLGM designation, I must participate in professional development every year. In 2019, I attended a service review course which provided tools to gather a service listing and evaluate what is essential services, important services and desired services. This course takes the listing to another level by providing methods to evaluate service changes and action plans.

Mileage Costs: \$280

Meal Costs: \$126

Other Costs: 0

Lodging Costs: \$0

Registration Costs: \$295

Total Costs: \$592

2021/12/06

(SAFE) Training Event Form 2021**(CAO) Training Event Form 2021****(GIS) Training Event Form 2021**

Goal

Training Event Form

(LS) Training Event Form 2021

(PW) Training Event Form 2021

(SHOP) Training Event Form 2021

(PW - Roads) Training Event Form 2021