

## SMOKY LAKE COUNTY

**A G E N D A:** County Council Meeting to be held on  
Thursday, **February 24, 2022** at 9:00 A.M.  
Virtual through Zoom Platform

Meeting ID: 899 3244 1248 Passcode: 788612

<https://us02web.zoom.us/j/89932441248?pwd=aXN6QlhNQ09UYVlBTnlWYkFjQ1ZBUT09>

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

\*\*\*\*\*

### 1. Meeting:

Call to Order

### 2. Agenda:

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

### 3. Minutes:

1. Minutes of January 18, 2022 – **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of January 25, 2022 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of January 27, 2022 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

### 4. Request for Decision: Governance Issues and Management Issues

- 4.1 Parks Canada Funding Contribution Agreement, further to a Canadian Heritage Rivers System (CHRS) Management Plan for the North Saskatchewan River in Alberta. ©
- 4.2 Sale Agreement (Plan 5225CL, Lot OT). *(More information may be coming prior to Council Meeting)* ©
- 4.3 Alberta Heritage Research Grant Application ©
- 4.4 Land Stewardship Center Watershed Stewardship Grant Application. ©
- 4.5 60-Day Notice of Intent to Designate a Municipal Historic Resource (Apedaile Farmstead). ©
- 4.6 Community Peace Officer (CPO 1) – Position. ©
- 4.7 **Policy Statement No. 14A-02-02:** Incident Reporting. ©
- 4.8 County Lakes: Site #2 Mons Lake and Kaduk Lake and Site #3 Bellis Lake – Contract/Agreement Amendment. *(To be handed out at meeting)*
- 4.9 Additional Named Insured Application – Victoria Trail Ag Society. ©

- 4.10 GIS Data Sharing Agreement for Real Estate Professionals. ©
- 4.11 Grant Application to the Municipal Climate Change Action Centre (MCCAC) for Electric Vehicle Charging Stations. *(To be handed out at meeting)*

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

**5. Issues for Information:**

- 5.1 Chief Administrative Officer:
  - 5.1.1 Monthly Report: January 21, 2022 to February 20, 2022. ©
  - 5.1.2 Financial Statement for the months of: **December 2021.** *(To be handed out at meeting)*
  - 5.1.3 Action List:
    - i. County Council Committee of the Whole for the Purpose of Planning Meeting – January 18, 2022. *(To be handed out at meeting)*
    - ii. County Council Departmental Meeting – January 25, 2022. *(To be handed out at meeting)*
    - iii. County Council Meeting – January 27, 2022. *(To be handed out at meeting)*
- 5.2 Municipal Finance:
  - 5.2.1 Monthly Report. *(To be handed out at meeting)*
  - 5.2.2 Actual to Budget Review. *(To be handed out at meeting)*
  - 5.2.3 Accounts Receivable Aging Report. *(for Councillor's information).* ©
  - 5.2.4 Cheques Register. *(for Councillor's information).* ©
- 5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions
  - 5.3.1 Division One.
    - a. Evergreen Draft Minutes: January 20, 2022. ©
    - b. Evergreen Financial Statements: January 1-31, 2022. ©
  - 5.3.2 Division Two.
  - 5.3.3 Division Three.
  - 5.3.4 Division Four. - **Reeve.** *(To be handed out at meeting)*
  - 5.3.5 Division Five.
  - 5.3.6 Additional Documentation: Committees, Boards and Commissions.
    - Regional Community Development Committee**
      - a. Action List: December 6, 2021. ©
    - Doctor Recruitment and Retention Committee**
      - b. Correspondence from the meeting held on February 16, 2022 – Proposed 2022 Budget. ©
        - Recommendation:** Accept 2022 Budget of \$24,000.00 with Smoky Lake County's portion of 61% in the amount of \$14,640.00.
      - c. **Email:** Anita Fagnan, Rural Community Consultant – North East Zone, Rural Health Professions Action Plan (RhPAP), dated February 14, 2022 – Re: Information Session regarding Rural Education Supplement and Integrated Doctor Experience (RESIDE) Program – February 23, 2022. ©

**Recommendation:** Approve action taken on who attended the information session.

**Smoky Lake Riding Club**

d. Financial Statement: January 1<sup>st</sup> to December 31<sup>st</sup>, 2021. ©

e. Minutes: February 6, 2022. ©

**6. Correspondence:**

1. Proclaim Economic Development Week May 9-13, 2022. ©

Recommendation: Proclaim.

2. Rural Community Health Provider Attraction and Retention Conference – October 4 -6, 2020 at Drayton Valley. ©

Recommendation: Who can attend-attend.

3. Roxanne Genereaux, Acting Detachment Commander, Smoky Lake RCMP Detachment, dated January 31, 2022 – Re: Quarterly Community Policing Report. ©

Recommendation: Acknowledge receipt.

4. Letter to Mayor of Vilna Leroy Kunyk: Andy Rasimas, WiMacTel Canada Inc. On Behalf of TELUS Communications, dated January 24, 2022 – Re: Removal of Telus Payphone(s) at Garner Lake Campground. ©

Recommendation: Acknowledge receipt.

5. Rennee Cherniwchan, Owner, Old Fashioned Bread Bakery Co. Ltd. Dated February 2022 – Re: Celebrating 50 years on Saturday, April 2, 2022 with a BBQ. ©

Recommendation: Issue a Certificate of Recognition.

6. Ric McIver, Minister of Municipal Affairs, dated February 14, 2022 – Re: Submissions for the 2022 Minister’s Awards for Municipal and Public Library Excellence. ©

Recommendation: Advertise for self-nomination.

7. John Richards, Advertising Rep/Military Service Recognition Book, Alberta / NWT Command - Royal Canadian Legion, dated February 9, 2022 – Re: Support by purchasing business card colour ad in the 15<sup>th</sup> Annual Military Service Recognition book. ©

Recommendation: Take no action.

*\*Note: We have contributed since 2010 with the exception of 2013. The last 3 years (2019-2017) has been for \$340. 2016-2014 was for \$325. 2012-2010 was for \$525.*

8. Smoky Lake County: 2021 Population – 2021 Census.

a. Smoky Lake County Region- including settlements. ©

b. Smoky Lake County - actual population count. *(Distributed at meeting once received from Municipal Affairs)*

Recommendation: File for information.

9. Town of Smoky Lake: 2021 Census- 5<sup>th</sup> Fastest Growing Town in Alberta. ©

Recommendation: Acknowledge receipt.

**7. Delegation(s):**

1. Richard Kimmitt, Owner, Northern Lights R.V. Resort Development @ **10:00 a.m.** – Re: Explanation of membership campground concept. ©
2. Marvin Bjornstad, President, Riverland Recreational Trail Society, Marianne Janke, Administrative Coordinator, Alberta’s Iron Horse Trail @ **10:30 a.m.** – Re: Winter Maintenance Program Agreement. ©
3. Cpl. Roxanne Genereaux, Smoky Lake RCMP @ **11:00 a.m.** – Re: Policing Report. *(See Correspondence #6.3)* ©
4. Lane Ikert, President, Smoky Lake Trail Twisters @ **1:30 p.m.**- Re: Brushing along trail. *(Have not received information- will contact delegate and see if they still wish to come in- will be handed out at meeting if anything is received)*

**8. Executive Session:**

**9. Information Release:**

1. Calendar: February 2022. ©
2. Thank You Received: February 2022. ©

**10. Bills and Accounts:**

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

**12. Adjournment**

**SMOKY LAKE COUNTY**

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration of Tuesday, January 18, 2022 at 1:07 P.M.** held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

			<b>ATTENDANCE</b>
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Jan. 18, 2022</u>	
1	Dan Gawalko	Present in Chambers	
2	Linda Fenerty	Present in Chambers	
3	Dominique Cere	Present Virtually	
4	Lorne Halisky	Present in Chambers	
5	Jered Serben	Present in Chambers	
CAO	Gene Sobolewski	Present in Chambers	
Assistant CAO	Lydia Cielin	Present Virtually	
Finance Manager	Brenda Adamson	Present Virtually	
Legislative Svcs/R.S.	Patti Priest	Present Virtually	
Plan. & Dev. Manager	Jordan Ruegg	Present Virtually	
Natural Gas Manager	Daniel Moric	Present Virtually	
GIS Officer	Carole Dowhaniuk	Present Virtually	
Public Works Manager	Doug Ponich	Present Virtually	
Fire Chief	Scott Franchuk	Present Virtually	
Deputy Fire Chief	Spencer Kotylak	Present Virtually	
Plan. & Dev. Assistant	Kyle Schole	Present Virtually @ 1:26pm	
Comm. Ec. Dev. Officer	Michelle Wright	Present Virtually	

\*\*\*\*\*

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

**2. Agenda:**

273-22: Fenerty

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, for January 18, 2022, be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

Dominique Cere, Councillor Division 3, virtually left the meeting, time 1:14 p.m. and entered Council Chambers, time 1:26 p.m.

Kyle Schole, Planning and Development Assistant, virtually joined the meeting, time 1:26 p.m.

**4. Request for Discussion:**

**Transitional Solutions Inc. – Regional Fire Services Study**

Scott Franchuk, Fire Chief, presented information in respect to Transitional Solutions Inc. Regional Fire Services Study, which included but was not limited to the following information:

**HISTORY:**

Administrators met on December 17, 2020, to discuss regional projects to submit joint application for the 2020/2021 Alberta Community Partnership (ACP) Grant under the component: Intermunicipal Collaboration Framework.

**County Council – January 28, 2021: Motion**

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

**County Council– April 29, 2021: Motion**

That Smoky Lake County acknowledge receipt of the letter from the Honourable Ric McIver, Minister of Alberta Municipal Affairs, dated March 23, 2021, in regard to the **approval** of Smoky Lake County’s Intermunicipal Collaboration 2020/21 Alberta Community Partnership (ACP) grant funding in the amount of **\$200,000.00**, for the **Project Titled: Regional Fire Services Study**, in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna.

**County Council – May 27, 2021: Motion**

That Smoky Lake County execute the contract with Transitional Solutions Inc. (TSI) of Edmonton, Alberta for the purpose of conducting the Smoky Lake Regional Fire Services Review including, but not limited to, an assessment and evaluation of the following:

- Job Description Review Including Duties (Chief, Deputy and Volunteers, their Utilization and Chain of Command),
- Apparatus Needs,
- Water Supply,
- Fire Halls and Infrastructure,
- Training and Competency,
- Mutual Aid Agreements,
- Fire Prevention and Inspection Initiatives,
- Health and Safety, and
- Potential Staff Support,

as per TSI’s proposal dated May 25, 2021 at a cost in the amount of \$64,020.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant”.

**County Council – May 27, 2021: Motion**

That Smoky Lake County approve for Transitional Solutions Inc. (TSI) of Edmonton, Alberta to create the **Smoky Lake Regional Fire Master Plan** for the purpose of guiding the Region in making decisions to best meet the needs of the municipalities and develop a framework for effective fire service delivery in the County, the Town and the Villages, which including, but not limited to, an assessment and evaluation of the following:

- firefighter safety,
- cost control and containment,
- efficiency,
- effectiveness,

and to identify the right-sized service and approach to meet the needs of the region over the next 10 years; as per TSI’s proposal dated May 25, 2021 at a cost in the amount of \$63,180.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant”.

**County Council – May 27, 2021: Motion**

That Smoky Lake County approve for Transitional Solutions Inc. (TSI) of Edmonton, Alberta to create the Smoky Lake Regional Governance Plan for the purpose of providing alternatives for governance models with the operating and capital financial implications of each model, along with an Implementation Plan to support the execution of the Regional Fire Services Business Plan, as per TSI’s proposal dated May 25, 2021 at a cost in the amount of \$44,659.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant”.

**Smoky Lake Region Fire and Rescue Committee – June 30, 2021: Motion**

That the Smoky Lake Region Fire and Rescue Committee acknowledge receipt of the following three proposals dated May 25, 2021 and three Memorandum of Agreements executed by the managing partner : Smoky Lake County, on June 4, 2021, with Transitional Solutions Inc. (TSI) of Edmonton, Alberta, for the purpose of conducting the Smoky Lake Regional Fire Services Review, which is funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant; to undertaking the following :

- Smoky Lake Regional Fire Services Review which includes, but is not limited to, an assessment and evaluation of the following: Job Description Review Including Duties (Chief, Deputy and Volunteers, their Utilization and Chain of Command), Apparatus Needs, Water Supply, Fire Halls and Infrastructure, Training and Competency, Mutual Aid Agreements, Fire Prevention and Inspection Initiatives, Health and Safety, and Potential Staff Support;
- Smoky Lake Regional Fire Services Governance Plan for the purpose of guiding the Region in making decisions to best meet the needs of the municipalities and develop a framework for effective fire service delivery in the County, the Town and the Villages, which including, but not limited to, an assessment and evaluation of the following: firefighter safety, cost control and containment, efficiency, effectiveness, and to identify the right-sized service and approach to meet the needs of the region over the next 10 years; and

- Smoky Lake Regional Fire Services Master Plan for the purpose of providing alternatives for governance models with the operating and capital financial implications of each model, along with an Implementation Plan to support the execution of the Regional Fire Services Business Plan.”
- Smoky Lake County Administration and Fire Protective Services personnel met with Transitional Solutions Inc in June to implement the 3 phase project (Governance, Fire Service Operations and Master Plan) outlining the timeframe from Governance, Fire Service Operations and Master Plan.
- The first components for Phase 1 and 2 of the project involved interviewing all the fire chiefs, CAO's and Councils, completing surveys and compiling information on current operations, all legislative documents and financials for a timeframe of 3 years.
- Phase 2 Governance interim report was completed and sent to the Smoky Lake County on September 17, 2021.

**County Council – September 24, 2021: Motion**

That Smoky Lake County defer the interim report entitled “Smoky Lake County Governance Business & Implementation Plan” dated September 17, 2021, prepared by Transitional Solutions Inc. as Phase II part of the Smoky Lake Regional Fire Services Review and forward to a Smoky Lake Region Fire and Rescue Committee meeting, after the 2021 general election with an invitation extended to all 4 councils.”

- In consultation with various members it was agreed to release the interim report prepared on Phase II Governance and to hold a discussion with the current councils.
- Keven Lefebvre – Project Manager was contacted by Administration for availability and the Vice Chair – Craig Lukinuk called the meeting to be scheduled for October 4, 2021

**Smoky Lake Region Fire and Rescue Committee – October 4, 2021: Motion**

That the Smoky Lake Region Fire and Rescue Committee acknowledge receipt of the Interim Report – Smoky Lake County Governance Business & Implementation Plan dated September 17, 2021, prepared by Transitional Solutions Inc. as Phase II part of the Smoky Lake Regional Fire Services Review; and that each respective municipality to review for comments and feedback to be compiled for the final revisions and defer to a future Smoky Lake Region Fire and Rescue Meeting Committee at the call of the Chair.”

**Smoky Lake Region Fire and Rescue Committee – October 12, 2021: Motion**

That Smoky Lake County forward the comments and/or feedback in respect to confirming actual expenses incurred by each municipality for the final revisions to the Interim Report – Smoky Lake County Governance Business & Implementation Plan, dated September 17, 2021, prepared by Transitional Solutions Inc., as Phase II part of the Smoky Lake Regional Fire Services Review, to a future Smoky Lake Region Fire and Rescue Meeting Committee as recommend by the said committee by their October 4, 2021, Motion #44-21.

- Smoky Lake County Fire Chief forwarded councils comments and feedback to project manager – Keven Lefebvre on October 28, 2021

**Smoky Lake Region Fire and Rescue Committee – December 9, 2021: Motion**

That the Smoky Lake Region Fire and Rescue Committee acknowledge receipt of the Interim Report – Smoky Lake County Governance Business & Implementation Plan dated September 17, 2021, prepared by Transitional Solutions Inc. as Phase II part of the Smoky Lake Regional Fire Services Review; and that each respective municipality to review for comments and feedback to be compiled for the final revisions and provide the comments and feedback to the Smoky Lake County Fire Chief by January 13, 2022

**CURRENT:**

**Smoky Lake Fire Protective Services Committee – December 14, 2021 Motion**

That Smoky Lake County approve to proceed with Model 1: Intermunicipal Agreement – Contract for Service as present by Transitional Solutions Interim Report – Smoky Lake County Governance Business & Implementation Plan dated September 17, 2021, as Phase II of the Smoky Lake Regional Fire Services Review.

**Village of Vilna Council Meeting – December 16, 2021 Motion**

That the Village of Vilna Council recommend to the Regional Fire and Rescue Committee that the “Intermunicipal Agreement Option” as presented by Transitional Solutions Inc. be their preferred option.

**Village of Waskatenau Council Meeting – December 16, 2021 Motion**

That Village of Waskatenau chooses Model 2: Intermunicipal Agreement – Regional Council from the Smoky Lake County Governance Business & Implemental Plan Interim Report as prepared by Transitional Solutions dated September 17, 2021; to include consultation with the Waskatenau Fire Department; a cost-effective funding formula and maintain Level of Service.

**Town of Smoky Lake Council Meeting – January 10, 2022 Motion**

That Town of Smoky Lake select Model 1: “Intermunicipal Agreement – Contract for Service” from the Smoky Lake County, Governance and Business & Implementations Plan prepared by Transitional Solutions Inc., dated September 17, 2021, with the stipulation that Model 1 be compared to the current collaborative model; and direct Administration to send a letter to Gene Sobolewski, CAO for Smoky Lake County and provide a copy to Smoky Lake County Council, Village of Vilna Council and CAO, Village of Waskatenau Council and CAO, Scott Franchuk,

Fire Chief for Smoky Lake County and Juanita Cozicar, Fire Chief for the Town of Smoky Lake providing an explanation for the decision.

Scott Franchuk - Fire Chief, Spencer Kotylak - Deputy Fire Chief, and Daniel Moric – Natural Gas Manager, virtually left the meeting, time 1:35 p.m.

**6. Correspondence:**

**International Union of Operating Engineers, Local Union No. 955**

County Council discussed the letter from Rod Sedrovic, Business Representative, International Union of Operating Engineers, Local Union No. 955, dated January 10, 2022, in respect to the Grader Posting Request under Executive Session.

**8. Executive Session:**

**Personnel Issues: Public Works Vacant Positions**

274-22: Gawalko

That Smoky Lake County Council go into Executive Session, to discuss a Personnel Issue: in respect to Public Works Vacant Positions, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, and Legislative Services Clerk, time 1:36 p.m.

Doug Ponich, Public Works Manager, virtually left the meeting, time 1:53 p.m.

Carried.

275-22: Serben

That Smoky Lake County Council go out of Executive Session, time 2:14 p.m.

Carried.

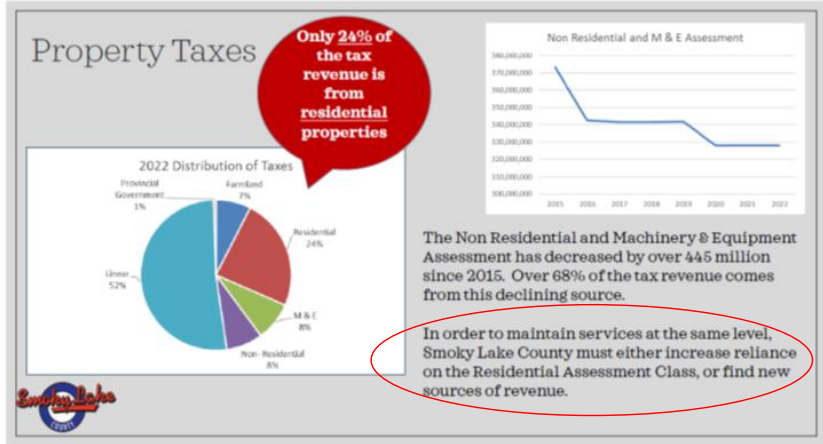
**5. Issues for Information:**

**Review of the Victoria District Economic Development Strategy Business Plan in respect to the Municipally Controlled Corporation (MCC)**

Gene Sobolewski, Chief Administrative Officer and Michelle Wright, Smoky Lake Region's Community Economic Development Officer, provided information on the Victoria District Economic Development Strategy Business Plan in respect to the Municipally Controlled Corporation (MCC), including but not limited to the following slides:







From County Public Budget Presentation:

**New Revenue Source**

In the Strategic Plan for 2018 - 2020 Council identified the need to find new sources of revenue. This conversation led to the development of the **Victoria District Economic Development Plan**.

Through Economic Development, the County will:

- Arrest the declining population which will help maintain and expand core services
- Improve property values
- Reduce unemployment and underemployment
- Create career opportunities for youth
- Retain residents
- Retain, expand, and attract businesses
- Distribute wealth to equalize services, infrastructure and opportunities

The Victoria District Economic Development Corporation will improve the Counties financial outlook by:

- ✓ Providing dividend revenues
- ✓ Increased non residential assessment will be a result of new businesses . For example the assessment for Metis Crossing has increased from \$415,000 to \$5,115,270 over the past four years providing the County with over \$150,000 in tax revenue

**Profit Distribution (from Business Plan)**

Corporate net profits are distributed annually:

- 40% paid as dividends to the Corporate partners: Town of Smoky Lake, Smoky Lake County and Métis Nation of Alberta.
- 25% to community fund for heritage and social projects.
- 25% reinvested for business loans.
- 10% retained as reserves.

The aim will be to make the Tourism Corporation cash neutral by 2024, be making profit, and paying a dividend to all shareholders from 2025 onwards.

Anticipated 10 -year returns of \$10MM distributed to Foundation shareholders(MCC and MNA).

- These profits are *in addition* to any increased assessment collected by the Municipalities on the new/expanded developments.

**Current Projects:**

At least 5 new developers in the Region with an investment value of \$20 -30 m, which includes a 400 capacity RV and Leisure Attraction, a Wellness Spa, glamping and cabins, and an Adventure Attraction featuring zip lines, Luge track, and tree nets.

*These projects will be open for resident use as well as visitors.*

By 2023, we would expect to be running a county-wide booking system for activities and accommodation bookings and the income will significantly increase.

These projects will include:

- Horse riding tours (Bellis Area)
- Farm Store expansions
- ATV and Snowmobile hire and Tours (Vilna)
- E-bike and Bike Hire and Tours
- Fishing Tours
- Expand existing festivals
- A new winter or spring -based Country food Festival
- 2-3 other seasonal events
- Activities at Northern Lights Resort
- Further activities at Métis Crossing
- Activities at Waskatenau (new heritage and wildlife property by private developer)
- 10 Star Watching Pods at Métis Crossing
- Tourism Corporation opens its first hotels and B&B's
- Many more private operators running wildlife, cooking and cultural experiences

- The projects commencing in 2024 will include:
- The Opening of the Smoky Ring
  - The Opening of the Adventure Attraction near Smoky Lake
  - Relaunch of Smoky Lake Museum (this could be 2025)
  - Northern Lights RV Resort
  - Northern Lights Family Adventure Centre to open
  - More activities and accommodation at Métis Crossing
  - Many more small operators running accommodation and tours
  - 2-3 new seasonal county events

The business aims to grow the Smoky Lake tourism economy from \$7 -8 million to \$60+ million in ten years, creating 600 new jobs and increasing Regional population from 4200 to 4700+. The Regional visitation targets for year 10 are 1200+ units of accommodation including hotel, bed and breakfast, self-catering, camping, premium RV and Lodges, and 125,000 travellers spending \$200 - \$300 per day and staying 3+ nights. In addition, the forecasts show the Region attracts 170,000 day trippers spending \$40-\$60 per day.

Supporting Activities: Training centre, internships, housing

## Strategy Foundational Needs: Strong Development Culture

### Open for Business and Ready for Investment

- Data Driven Decisions
- Outrage Moderation
- Managing Large Scale Development applications
- Walking our Talk

## Municipally Controlled Corporation Summary

### EXECUTIVE SUMMARY

Two municipal partners, Smoky Lake County and the Town of Smoky Lake, are to be joint partners in a municipally controlled corporation (MCC), contributing \$600K each through loans and share purchasing

The MCC provides a corporate platform for the Town and County to be able to put money into the local tourist economy and provide a legal and financial buffer for the municipalities, from any operational or financial liabilities.

The MCC ensures economic diversification in the Region through lending to and investing in, the Smoky Lake Tourism Corporation. The MCC is not intended to be a profitable entity but a Regional economic diversification vehicle

### MCC Ownership

50% Town of Smoky Lake  
50% Smoky Lake County

### Governance

Board with two members each from Town and County  
Rolling Chair of MCC elected by Board Members

### Funding

\$10,000 share purchase by Town  
\$10,000 share purchase by County  
\$590,000 loaned from Town of Smoky Lake  
\$590,000 loaned from Smoky Lake County

### Operational Income

Dividends, interest and fees from investments in Smoky Lake Tourism Company.

### MCC Activities

- Report MCC activities to Municipalities
- File SLTC Director Reports to SLTC Board
- Nominates Board members for the Smoky Lake Tourism Company (SLTC)\*
- Channel municipally sourced grants, loans and investments to SLTC
- Pay loan payments from SLTC to Municipalities
- Minimize operating costs to Board meetings (1 per year), special meetings if required, legal and financial filing costs as required by Alberta Corporate regulations.

\*Board members nominated to SLTC do not need to be MCC Board members; the MCC may nominate Directors to SLTC with the skills and experience to drive the activities of the SLTC

The MCC does not:

- Employ staff
- Rent offices
- Pay MCC Directors
- Invest or loan to other projects or companies
- Get involved in SLTC daily operations or report to Municipalities on SLTC activities except for loan repayments/status.

Working Group:

- Finalize MCC corporate documents
- Community Information Events/Communications - Strategy Update

Administration is working on RV Park Strategy and Land Use Bylaw updates to support the Strategy execution.

In parallel, there are several visitor economic development projects coming to the Councils in the next several months for consideration.



Michelle Wright, Smoky Lake Region's Community Economic Development Officer, virtually left the meeting, time 3:24 p.m.

**7. Delegation:**

No Delegation.

**8. Executive Session:**

**Legal Issue:**

**North East Muni-Corr Ltd.**

276-22: Gawalko

That Smoky Lake County Council go into Executive Session, to discuss a Legal Issue: in respect to North East Muni-Corr Ltd.'s Code of Conduct Policy, Memorandum of Association and Articles of Incorporation, under the Authority of the FOIP Act, Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and Legislative Services Clerk, time 3:36 p.m.

Carried.

277-22: Gawalko

That Smoky Lake County Council go out of Executive Session, time 4:27 p.m.

Carried.

**ADJOURNMENT**

278-22: Cere

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting of Tuesday, January 18, 2022, be adjourned, time 4:27 p.m.

Carried.

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Departmental Operations Meeting** held on Tuesday, **January 25, 2022**, at 9:08 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

<b>ATTENDANCE</b>		
<u>Tuesday, Jan.25, 2022</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Virtually Present
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Virtually Present
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Absent
GIS	Carole Dowhaniuk	Virtually Present
Ag Fieldman	Carleigh McMullin	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Assist. Ag. Fieldman	Amanda Kihn	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present

\*\*\*\*\*

No Members of the Media were present.  
One Member of the Public was in attendance.

**2. Agenda:**

279-22: Fenerty

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, January 25, 2022, be adopted as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

No Requests for Decision.

**5. Issues for Information:**

Kyle Schole, Planning and Development Assistant, virtually joined the meeting, time 9:25 a.m.

Jordan Ruegg, Planning and Development Manager, virtually joined the meeting, time 9:27 a.m.

Jordan Ruegg, Planning and Development Manager, virtually left the meeting, time 9:38 a.m.

One member of the Public virtually joined the meeting, time 9:49 a.m.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 10:30 a.m.

Jordan Ruegg, Planning and Development Manager, virtually joined the meeting, time 10:43 a.m.

**Manager's Reports:**

**Safety Officer Report**

**8. Executive Session:**

**Land & Legal Issue:  
Vehicle Damage Claim**

280-22: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue in regard to a Member of the Public's request for reimbursement in respect to vehicle damage claimed to have occurred on January 4, 2022, in the Hamlet of Warspite, under the authority of the FOIP Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Safety Officer, and Legislative Services Clerk, time 11:03 a.m.

Carried.

281-22: Fenerty

That Smoky Lake County Council go out of Executive Session, time 11:19 a.m.

Carried.

**Vehicle Damage Claim**

282-22: Gawalko

That Smoky Lake County Council take **no action** to the letter from Member of the Public: William (Bill) Sadoway, dated January 13, 2022, requesting a reimbursement in the amount of \$2,575.72, for personal vehicle damages claimed to have occurred on January 4, 2022, in the Hamlet of Warspite, as discussed by Council at the January 25, 2022, meeting, under the authority of the FOIP Section 24: Advice from Officials.

Carried.

**Manager's Reports:**

**Planning & Development**

**8. Executive Session:**

**Land & Legal Issue:  
Proposed Campground Development**

283-22: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue in regard to a Proposed Campground Development, under the authority of the FOIP Act Section 16: Third Business Interests, and FOIP Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, and Legislative Services Clerk, time 11:30 a.m.

Carried.

Lydia Cielin, Assistant Chief Administrative Officer, virtually left Executive Session, at 12:05 p.m. and virtually rejoined, Executive Session, at 12:06 p.m.

284-22: Gawalko

That Smoky Lake County Council go out of Executive Session, time 12:18 p.m.

Carried.

**Meeting Recessed** Meeting recessed for Lunch, time 12:19 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Lorne Halisky at 1:01 p.m. in the virtual or physical presence of all Council members, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Natural Gas Manager, Communications Technician, Fire Chief, and two Members of the Public.

**Manager's Reports:**

**GIS**

**iHunter Alberta - 2021 County Map Sales Annual Report**

285-22: Fenerty

That Smoky Lake County acknowledge receipt of the 2021 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: “iHunter Alberta”, reporting a total of 318 maps sold in Year-2021, which generated a total royalty revenue of \$2,053.39 payable to Smoky Lake County; as per the correspondence from Mark Stenroos of Inside Outside Studios Inc., dated January 11, 2022.

Carried.

Jordan Ruegg, Planning and Development Manager, virtually joined the meeting, time 1:53 p.m.

Kyle Schole, Planning and Development Assistant, virtually joined the meeting, time 1:54 p.m.

**Manager's Reports**

286-22: Gawalko

That the Smoky Lake County Management Reports received for the period between December 8, 2021 to January 17, 2022, from the Public Works Manager, Public Works Shop Foreman, Planning and Development Manager, Safety Officer, Natural Gas Manager, Environmental Operations Manager, Agricultural Fieldman, GIS and Communications Technician, be accepted as presented and filed for information.

Carried.

**2. Correspondence:**

No Correspondence.

**7. Delegation:**

No Delegation.

**Adjournment:**

287-22: Fenerty

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations for January 25, 2022, be adjourned, time 2:05 p.m.

Carried.

---

REEVE

S E A L

---

CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **January 27, 2022** at 9:03 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Jan. 27, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Virtually Present
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

\*\*\*\*\*

Observers in Attendance Upon Call to Order:

GIS Operator	Carole Dowhaniuk	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Media	Vegreville News	Virtually Present
	Advertiser	@10:08am
Public	One Member Present	Virtually Present

**2. Agenda:**

288-22: Gawalko

That the Smoky Lake County Council Meeting Agenda for Thursday, January 27, 2022, be adopted, as amended:

**Additions to the Agenda:**

1. Call for Doctor Recruitment and Retention Committee Meeting.
2. Smoky Lake RMCP Detachment Standing Delegation: Roxanne Genereaux, Acting Commander, Smoky Lake RCMP Detachment – Re: RCMP Update at 1:00 p.m.
3. Regional Fire Services Study - Transitional Solutions Inc..
4. Rural Municipalities of Alberta (RMA) Contact Newsletter – RMA 101 Webinars.
5. Invitation to Community Engagement Tour regarding the recently released PricewaterhouseCoopers (PwC) APPS Transition Study.
6. Emilee Feniak – Naturally Northbank Embroidery Services.
7. Randy Russ Memorial Barrel Race - Sponsorship.
8. Federation of Canadian Municipalities (FCM) – Clarification on Federal Climate Policy.
9. Municipal Information Sharing through Smart Phone Applications.
10. Executive Session - CCI Wireless Communications Tower SW-34-61-13-W4.

Carried Unanimously.

**3. Minutes:**

**Minutes of December 7, 2021 – County Council Committee of the Whole - Planning Meeting**  
289-22: Fenerty That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning Meeting** held on Tuesday, December 7, 2021, be adopted as presented.

Carried

**Minutes of December 14, 2021 – County Council Departmental Operations Meeting**  
290-22: Cere That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, December 14, 2021, be adopted as presented.

Carried.

**Minutes of December 16, 2021 – County Council Regular Meeting**  
291-22: Fenerty That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, December 16, 2021, be adopted as presented.

Carried.

One Member of the Public, virtually joined the meeting, time 9:12 a.m.

Dave Franchuk, Environmental Operations Manager, virtually joined the meeting, time 9:12 a.m.

Daniel Moric, Natural Gas Manager, virtually joined the meeting, time 9:22 a.m.

**4. Request for Decision:**

**Surface Lease Municipal Surface Lease Property: Current Bylaw No.1245-12**  
292-22: Gawalko That Smoky Lake County Council defer review of the Bylaw No.1245-12: Lease Agreements, to a future Policy Committee Meeting, in response to the cancelled Surface Lease of Municipal Owned Property on lands located at the NE 30-59-14-W4, containing 40 acres, for the purpose of reviewing all surface leases.

Carried.

**Discharge of Caveat – Document Registration #792101828 (NW-8-60-12-W4M)**  
293-22: Gawalko That Smoky Lake County approve to proceed with filing the necessary paperwork to discharge the caveat, registered as Document #792101828, from the lands legally described as NW-8-60-12-W4M (Certificate of Title #792176460), with the Alberta Land Titles office.

Carried.

**Alberta Bilingual Municipalities Association (ABMA) 2022-2023 Membership**  
294-22: Cere That Smoky Lake County renew the free membership to the Alberta Bilingual Municipalities Association (ABMA) for the 2022 – 2023 year; and, accept the 2020-2023 ABMA Strategic Plan for information; and, appoint Kyle Schole, Planning Technician as Smoky Lake County's ABMA representative.

Carried.



7. **Delegation:**

**Lakeland Industry and Community Association (LICA)**

Virtually present before Council from 9:43 a.m. to 10:05 a.m. was Kristina Morris, Executive Director, Lakeland Industry and Community Association (LICA) - Environmental Stewards, to provide an overview of: LICA's background, Integrated Watershed Management Plan (IWMP), and upcoming Engagement Sessions scheduled for March 3, 2022 and March 7, 2022.

One member of the Media: Vegreville News Advertiser Reporter, virtually joined the meeting, time 10:08 a.m.

Kristina Morris, Executive Director, Lakeland Industry and Community Association (LICA) - Environmental Stewards, virtually left the meeting, time 10:08 a.m.

**Appointment of Public Member-at-Large to Subdivision and Development Appeal Board**

295-22: Fenerty

That Smoky Lake County appoint Gary Henry, as a Member-at-Large, to the Smoky Lake Subdivision and Development Appeal Board, as per Bylaw No. 1347-19: Subdivision and Development Appeal Board.

Carried.

**Resignation of Public Member-at-Large to Subdivision and Development Appeal Board**

296-22: Cere

That Smoky Lake County acknowledge and accept the resignation of Jerry Melnyk, as a Member-at-Large, to the Smoky Lake Subdivision and Development Appeal Board, as per Bylaw No. 1347-19: Subdivision and Development Appeal Board, and thank him for his years of service.

Carried.

**Funding Contribution Agreement: Canadian Heritage Rivers System (CHRS)**

**Management Plan for the North Saskatchewan River in Alberta**

297-22: Gawalko

That Smoky Lake County defer the proposed Parks Canada (PC) Funding Contribution Agreement in an amount totaling forty-five thousand dollars (\$45,000.00), to the next scheduled Council meeting, as Parks Canada has been delayed in providing a copy of the agreement.

Carried.

**Request to Purchase – Plan 5225CL; Block OT (Former Waskatenau Nuisance Grounds)**

298-22: Gawalko

That Smoky Lake County accept the Expression of Interest to purchase the lands legally described as Plan 5225CL; Block OT, in the amount of \$51,000.00 (+ \$2,550.00 GST), made by 1986215 Alberta Ltd., dated January 5, 2022, and execute an Agreement to Purchase, in accordance with Policy No. 61-10: Disposition of County Owned Property, and to cause all necessary documents to affect the transfer to be registered with the Alberta Land Titles Office.

Carried.

Kayla Hellum, Environmental Coordinator, Lakeland Industry and Community Association (LICA), virtually joined the meeting, time 10:58 a.m.

7. **Delegation:**

**Lakeland Industry and Community Association (LICA)**

Physically present before Council from 11:05 a.m. to 11:16 a.m. was Kayla Hellum, Environmental Coordinator, Lakeland Industry and Community Association (LICA) to provide information on the development of LICA's Integrated Watershed Management Plan (IWMP), for the Beaver River Watershed.

Kayla Hellum, Environmental Coordinator, Lakeland Industry and Community Association (LICA), virtually left the meeting, time 11:18 a.m.

Evonne Zukiwski, Communications Technician, virtually left the meeting, time 11:21 a.m.

**4. Request for Decision:**

**Lakeland Industry and Community Association (LICA) Membership**

299-22: Cere

That Smoky Lake County Council purchase a Year-2022 membership in the amount of \$250.00 with the "Lakeland Industry and Community Association (LICA); in reference to the letter from Kristina Morris, Executive Director of Lakeland Industry and Community Association – Environmental Stewards, dated November 9, 2021, for County residents and communities to have access to the Community Education and Outreach opportunities provided by LICA, and show a partnership towards a positive environmental impact.

Carried.

11:30 to 11:30 a.m.

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

None.

**Family School Liaison Worker Program Master Service Agreement**

300-22: Fenerty

That Smoky Lake County execute the Family School Liaison Program - Master Service Agreement dated January 5, 2022, between Aspen View Public School Division No. 78, Lakeland Roman Catholic Separate School District No. 150, Smoky Lake County and Village of Waskatenau, with an open-ended term until any party amends or terminates the agreement; and acknowledge Aspen View Public School Division No. 78 as the managing partner of the Family School Liaison Worker.

Carried.

Evonne Zukiwski, Communications Technician, virtually joined the meeting time, 11:51 a.m.

**Request for Road Access: Plan 0421556, Block 1, Lot 53 (Hillside Acres – Whitefish Lake)**

301-22: Gawalko

That Smoky Lake County inform Ms. Bernice LaFramboise, Executor of the Estate of Francis Verbanoc, owner of the lands legally described as Plan 0421556, Block 1, Lot 53 (Municipal Address: 62121 RGE RD 133A) located at Hillside Acres, Whitefish Lake, that all costs of providing and constructing access to said lands shall be borne solely by the landowner/developer as per Smoky Lake County Policy Statement No. 03-05: Approaches, in response to her letter dated December 9, 2021.

Carried.

**Alberta's Lakeland Designation Marketing Organization (DMO): 2022 Membership**

302-22: Fenerty That Smoky Lake County approve to pay the Alberta's Lakeland Destination Marketing Organization Year-2022 Membership invoice number 2022-149, in the amount of \$774.17, as per invoice dated January 3, 2022 at \$.30 cents per capita for a population of 2,459 plus G.S.T.

Carried.

**Community Planning Association of Alberta (CPAA) Award and Membership**

303-22: Halisky That Smoky Lake County approve membership for 2022-23 in the Community Planning Association of Alberta (CPAA) at a group rate cost in the amount of \$250.00 and self-nominate for the inaugural Year-2022 Community Achievement Award.

Carried.

**Meeting Recessed** Meeting recessed for Lunch, time 11:59 a.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:47 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, and the virtual presence of the Planning and Development Manager, Planning Technician, Recording Secretary, GIS Operator, Fire Chief, Communications Technician, three Members of the Public and one Member of the Media.

**Addition to the Agenda:**

**Doctor Retention & Recruitment Meeting**

304-22: Halisky That Smoky Lake County offer the following preferred date options of Wednesday, February 9, 2022 at 5:00 p.m. or Thursday, February 10, 2022 at 5:00 p.m., to the Town of Smoky Lake who is the managing partner of the Doctor Retention & Recruitment Committee, for the purpose of scheduling the next Doctor Retention & Recruitment Committee Meeting.

Carried.

Roxanne Genereaux, Acting Commander for the Smoky Lake RCMP Detachment virtually joined the meeting, time 12:52 p.m.

**Transitional Solutions Inc. – Governance, Business and Implementation Plan Interim**

305-22: Halisky That Smoky Lake County acknowledge receipt of the preferred Service Delivery Model option from each respective partnering municipality, in regard to the Regional Fire Services Study prepared by Transitional Solutions Inc., titled: Governance Business & Implemental Plan Interim Report, dated September 17, 2021, of the following:

- ↳ Village of Vilna, December 16, 2021, Motion #245-21:  
Model 1: Intermunicipal Agreement – Contract for Service,
- ↳ Village of Waskatenau, December 16, 2021, Motion #275-21:  
Model 2: Intermunicipal Agreement – Regional Council, and
- ↳ Town of Smoky Lake, January 10, 2022, Motion #004-2022:  
Model 1: Intermunicipal Agreement – Contract for Service.

Carried.

**Town of Smoky Lake – Regional Fire Services Study**

306-22: Gawalko

That Smoky Lake County acknowledge receipt of the letter from the Town of Smoky Lake, Mayor Amy Cherniwchan, dated January 12, 2022, providing an explanation of why Town Council supports “Model 1: Intermunicipal Agreement – Contract for Service” as the preferred Service Delivery Model in respect to the Regional Fire Services Study prepared by Transitional Solutions Inc., titled: Governance Business & Implemental Plan Interim Report, dated September 17, 2021; and requesting Smoky Lake County provide a clear comparison of advantages and disadvantages.

Carried.

**Regional Fire Services Study - Service Delivery Model Options**

307-22: Fenerty

That Smoky Lake County Council acknowledge the letter sent to the Town of Smoky Lake, Mayor Amy Cherniwchan, with copies to the Village of Vilna, Village of Waskatenau, County Fire Chief and Town of Smoky Lake Fire Chief, from Reeve Lorne Halisky, dated January 21, 2022, outlining a clear comparison of advantages and disadvantages, in respect to “Service Delivery Model” options in respect to the Regional Fire Services Study prepared by Transitional Solutions Inc., titled: Governance Business & Implemental Plan Interim Report, dated September 17, 2021, in response to the letter from the Town of Smoky Lake, Mayor Amy Cherniwchan, dated January 12, 2022 requesting same.

Carried.

**Regional Fire Services Study Option One: Intermunicipal Agreement Contract for Service**

308-22: Cere

That Smoky Lake County, as managing partner of the Regional Fire Services Study project (funded by the Alberta Community Partnership (ACP) program), notify Transitional Solutions Inc., to incorporate “Option One: Intermunicipal Agreement – Contract for Service” as the Service Delivery Model to proceed with the next Phase in respect to the to the Regional Fire Services Study being conducted by Transitional Solutions Inc., further to the their Governance Business & Implemental Plan Interim Report, dated September 17, 2021.

Carried.

**Addition the Agenda (Delegation):**

**Smoky Lake RCMP Detachment**

Present before Council from 1:01 p.m. to 1:14 p.m., was Roxanne Genereaux, Acting Commander for the Smoky Lake RCMP Detachment, to introduce herself and provide a brief overview of her career and background.

Roxanne Genereaux, Acting Commander for the Smoky Lake RCMP Detachment, left the meeting time 1:15 p.m.

**5. Issues for Information:**

**Chief Administrative Officer’s Report**

The Chief Administrative Officer (CAO) provided a report to Council for the period of December 17, 2021 to January 20, 2022 as follows:

Chief Administrative Officer			
			Report Period: <b>Dec 17 to Jan 20, 2022</b>
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
<b>Bylaw Enforcement:</b> Pursuant to Council's Motion, notification for contract extension for 6 months completed.			Dec 28/21 Jan 03/22
<b>TSI – Several meetings.</b> Review Report and meeting with Joint group. Governance report for Council review. TSI will presented to County Council, the Joint Fire Committee a couple of times and several emails regarding their schedule. The election results and corresponding learning curve with some of the County partners is causing some delays.	Ongoing		Sept 24 to Dec 16/21
<b>Joint Health and Safety Committee</b>			Jan 20/22
<b>COVID Updates</b>			Dec 22/21
<b>ICC Committee meeting</b>			
<b>Municipal Elected Officials Course: Emergency Management</b> held on January 11, 2022 with Ian Fox.  <b>Recommendation:</b> Approve action taken that all County Councillors did attend the Municipal Elected Officials Course on Emergency Management roles and responsibilities held on January 11, 2022.			Jan 11/22
<b>Legislative: Summary of Activities for Year 2021. L-1</b>  <b>Recommendation:</b> Approve the Legislative Summary of Activities for Year 2021.			Jan 20/22
<b>Committee of the Whole Meeting</b>			Jan 20/22
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
<b>Mangers Meetings – Every Monday Morning</b>			Ongoing
<b>Administration Building Upgrades – Roof Replacement:</b> The recent snows and cold temperatures in December, coupled with the Christmas break, have caused significant likely to result in further delays.	Jul 15/21		Jan 30/22
<b>RCDC Meeting</b>			Sept 27/21 Oct 13/21 Dec 06/21
<b>Bonnie Lake Resort – Meetings</b> pertaining to the approval of the development/engineering/Storm System	Ongoing		Ongoing
<b>BRFA Meeting – Mental Health Initiatives</b>			Jan 04/22
<b>Tourism Partnership – Legal team meeting – MCC Creation</b>			Jan 10/22

Chief Administrative Officer			
			Report Period: <b>Dec 17 to Jan 20, 2022</b>
<b>Wishing Well Development – Request for Reimbursement of Deposit:</b> The Developer was requesting a return of the deposit of \$22,400 + GST as only one of his lots have sold.  In 2009 the developer signed a Development Agreement with the County for the development of Country Residential Lots. The developer pre-paid \$22,400 +GST (\$3,200 per lot) for the installation of gas lines and service drops. The gas lines were installed for a cost of \$18,700. With this information, the Developer acknowledged that return of the remaining funds would effectively negate the terms of the Development agreement and perspective lot owners would have to pay \$3,500 per lot for the service drops, pursuant to the County's policy. The developer could no longer advertise the properties as "serviced lots". The Developer withdrew his request.			Jan 12/22
<b>Council Departmental/ASB/GAS/ENV/Fire meetings</b>			Jan 25/22
<b>MPS Meeting – Tychkowsky Subdivision Issue:</b> Jordan/Kyle and myself met with MPS to discuss this ongoing issue. We reviewed the issues and resolved the outstanding issues relating to the landowners concerns. MPS will be setting up a meeting with the Landowner for final resolution.			Jan 17/22
<b>Risk Pro Meeting:</b> This meeting was to review the program and benefits to the municipality.			Jan 19/22
HWY 28/63 COMMISSION			
<b>Commission Meetings – Organizational, Budget, draft bylaw issues</b>			Dec 22/21 Jan 12/22
<b>WFL #128 Solicitor – Agreements/requirements</b>			Dec 21/22
<b>Bylaw Queries</b>	Ongoing		
<b>Orientation Package:</b> In the December and January meetings the need to develop an orientation package for new directors was requested. The Commission had not developed this and the Board felt that while there is information available, they did not want to pay a Consultant to prepare the PowerPoint/Package. This is a project that myself, Brenda, Dave, Terry and Carole will be undertaking, in addition to outside services converting the drawings for professional presentation to the Board.	Mar 15/22		
<b>Commission Timesheets:</b> Timesheets have been developed to accurately record the Administrative time required undertaking Commission duties. This is to assess whether adequate remuneration is being recuperated by the County in the role of Managing Partner. The intention is to report to County Council on an ongoing basis.	Ongoing		
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
<b>County preliminary Budget discussion with Managers and Council.</b> Several meetings in the last week of September through to the 2 <sup>nd</sup> week in October.			Sept 28/21 - Oct 25/21
<b>Council Budget Meeting</b>			Oct 29/21 Nov 19/21

Chief Administrative Officer			
			Report Period: <b>Dec 17 to Jan 20, 2022</b>
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
<p><b>Grader Operators:</b> Met with the grader operators as a group on Monday . There were a couple of outcomes which were noted.</p> <ol style="list-style-type: none"> <li>1) In regard to the EOIII position, the operators and the Union provided strong arguments as to Council's previous motion. The recommendation was that Council consider rescinding their previous motion of posting the vacancy as a EOIII and instead provide a resolution to post the existing employee to this particular Grader Beat and secondly, formally notify the Union that all divisional beats that open up are to be posted as EOIII classification, or as amended. This matter was discussed at the Committee of the Whole on January 18, 2022, with the emerging recommendation.</li> <li>2) The group discussed the aspects of how their position is inadequately described in the current (and past) agreements. Currently, the classifications, rate of pay experience and existing job descriptions are not congruent with each other and are a source of conflict. The Union and myself have been in discussion and our thoughts are to create specific classifications for the very specific work these operators undertake. This may be an ongoing issue in relation to other classifications as well.</li> <li>3) The posting of the employee, described above, will create a vacancy for a Construction Grader Operator. This position will be posted pursuant to the IUOE 955 Collective Agreement (internal and external posting).</li> </ol> <p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1) <b>Acknowledge action taken by the CAO in meeting with the Public Works Manager, Foreman and Grader Operators to discuss emergent issues on December 20, 2021.</b></li> <li>2) <b>That Council rescind motion 221-21 as noted below.</b></li> </ol> <p><small>December 16, 2021: Grader Operator Position for Division Three 221-21: Serben</small> That Smoky Lake County advertise the employment opportunity to fill the vacant position of Grader Operator - Division Three, within the terms and conditions of International Union of Operating Engineers, Local 955, Collective Agreement expiring on December 31, 2024. <small>Carried.</small></p> <p><b>That Council pass the following motion:</b> <b>That the Chief Administrative Officer authorize the filling of the vacant position of the Division 3 Grader Operator area with the current operator within the terms and conditions of</b></p>			Dec 20/21 Jan 17, 22 Jan 27/22

Chief Administrative Officer			
			Report Period: <b>Dec 17 to Jan 20, 2022</b>
<p><b>International Union of Operating Engineers, Local 955, Collective Agreement expiring on December 31, 2024.</b></p> <p>3) <b>That Council pass the following motion:</b> <b>That the Chief Administrative Officer work with the International Union of Operating Engineers, Local 955, to develop formal classifications for the Grader Operator positions, relative to the County needs, for adoption at a future Council meeting and ratification by the International Union of Operating Engineers, Local 955.</b></p>			
<p><b>Shop Clerk 2 Position:</b> In reviewing the Organization Chart within Public Works, it was noted that the senior clerk position, which has exclusive duties to Public Works, but different hours and conditions under a different union, which is not congruent to the needs within the department. Currently this position is under the CUPE Collective Agreement (Clerk 4). This position is anticipated to be vacated later in the year due to a retirement. This position will not be filled.</p> <p>In moving forward, Public Works will be creating a Shop Clerk 2 position within the IUOE 955, which will specifically include minor supervisory duties in overseeing the Shop Clerk position and operate within the IUOE 955 Collective Agreement.</p>	Jan 19/22		
<p><b>Legal – Managing Partner Deficiency Issues- Legal. Brownlee will be drafting a template document for use to protect the County.</b></p>	Ongoing		
<p><b>Fire Services Clerk (PT) Update:</b> The Organizational Chart was brought forward to Council on August 26, 2021, and recommended the need for a PT clerk to free up valuable time for the Fire Chief and Deputy Fire Chief to provide assistance in typical clerk duties. In 2021, there were a total of 223 calls (toned out). These individuals responded to nearly every call but had to complete the required reports and paperwork associated with a response, in addition to the time spent on scene. In prioritizing workloads and avoiding having to work dozens of hours on a weekly basis after-hours, the need for assistance was deemed to be a high priority. Administration is currently investigating whether there is ability to fill the needs of this position within existing staffing compliments.</p>	Ongoing		
<p><b>Heavy Duty Mechanic:</b> As reported to Council in the COW on January 18, 2022, the County has posted for a FT HD mechanic and a PT (80 hrs/month) HD mechanic.</p> <p>Ads for these positions have/will be advertised (or scheduled) in the following places.</p> <ul style="list-style-type: none"> <li>- January Grapevine</li> <li>- Published as a stand-alone ads in the Redwater Review</li> </ul>			

Chief Administrative Officer			
			Report Period: <b>Dec 17 to Jan 20, 2022</b>
- Posted on the Smoky Lake County website under the Opportunities tab: <a href="http://www.smokylakecounty.ab.ca/b/employment-opportunities">www.smokylakecounty.ab.ca/b/employment-opportunities</a>			
- Facebook			
Executive Services Clerk: Notification has been sent to CUPE in regard to the clarification of this position.			
CUPE 4575: Request dates for Collective Bargaining. Email received from Mark Brzezowski, National Representative for the Canadian Union of Public Employees (CUPE) 4575 dated January 10, 2022.			
Date availability: January 28, 2022 and January 31, 2022 or February 1 <sup>st</sup> and 4 <sup>th</sup> . <b>H-1</b>			
<b>Recommendation:</b> Acknowledge receipt to the email received from Mark Brzezowski, National Representative, Canadian Union of Public Employees – CUPE Local 4575 on January 10, 2022 in regards to Notice to Commence Collective Bargaining between CUPE Local 4575 and Smoky Lake County; and schedule a Negotiating Committee Meeting on _____ at _____ to commence collective bargaining for the purpose of negotiating the renewal of the collective agreement between Smoky Lake County and the CUPE Local 4575 employees.			
COMMUNITY			
Projects	Date In Progress	Date Outstanding	Date Completed
Vilna & District Agricultural Society, Rebecca Joseph, Office Manager: Email January 10, 2022 – Letter of Support for a Community Initiatives Program (CIP) Grant.			Jan 10/22
<b>Recommendation:</b> Approve the action take in providing a letter of support to the Vilna & District Agricultural Society's application for a Community Initiatives Program (CIP) Grant for funding towards the 2022 Annual Boomtown Days Fair event held in the Village of Vilna.			
TRAINING			
COUNTY STRATEGIC PLAN			
N/A			
Signature: Gene Sobolewski	County Council Meeting: Dec 16, 2021		

**Municipal Elected Officials Course: Emergency Management**

309-22: Cere

That Smoky Lake County Council approve action taken by all County Councillors attending the Municipal Elected Officials Course on Emergency Management roles and responsibilities, which was held on January 11, 2022 in County Council Chambers.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually left the meeting, time 1:23 p.m.

**Legislative: Summary of Activities for Year 2021.**

310-22: Fenerty

That Smoky Lake County Council acknowledge receipt of the Year-2021 Legislative Summary of activities as follows:

Monitored Item	Amount
Sets of Meeting Minutes	109
Bylaws brought forward to Council	16
Council resolutions voted on	1308
Public Hearings Held	6
Invitations for Public Participation	3
Approaches	0
Agreements Executed	15
Aggregate Licenses Issued	9
Haul Road Agreements (non minor)	4
Council Requests	180
Christmas Cards Sent	21
Promotional	10 Organizations/Persons -door prizes 94 items given away or bought
Policies	Adopted: 4 Amended: 38 Total: 42
In-kind Gravel	20 tonnes (reject sand) 22.4 tonnes (3/4") 11.34 tonnes (1 1/2")
In-kind Assistance	Manpower/sign-post material to Chahor Church
Training Expenses	Administration: \$ 393.75 Communications: \$ 393.75 Environmental: \$ 412.50 Finance: \$ 701.00 Safety: \$ 395.00 Total: \$2296.00
<i>*Any department not listed to the right had zero training expenses for year 2021. These numbers are based off of training reports received by Municipal Clerk.</i>	

Carried.

Dave Franchuk, Environmental Operations Manager, virtually joined the meeting, time 1:19 p.m.

**Chief Administrative Officer's Meeting with Public Works**

311-22: Halisky That Smoky Lake County Council acknowledge action taken by the Chief Administrative Officer in meeting with the Public Works Manager, Foreman and Grader Operators to discuss emergent issues on December 20, 2021 in respect to the Equipment Operator III position and how the position is inadequately described in the current (and past) collective agreements, and in respect to posting a Construction Grader Operator position pursuant to the International Union of Operating Engineers Local 955 Collective Agreement.

Carried.

**Grader Operator Position for Division Three – Rescind Motion #221-21**

312-22: Gawalko That Smoky Lake County Council **rescind** the December 16, 2021 Council Motion 221-21: “That Smoky Lake County advertise the employment opportunity to fill the vacation position of Grader Operator - Division Three, within the terms and conditions of International Union of Operating Engineers, Local 955, Collective Agreement expiring on December 31, 2024.”; **and that** Smoky Lake County Council authorize the Chief Administrative Officer to fill of the vacant position of the Division 3 Grader Operator area with the current operator within the terms and conditions of International Union of Operating Engineers, Local 955, Collective Agreement expiring on December 31, 2024.

Carried.

**Grader Operator Position – Formal Classification**

313-22: Fenerty That the Chief Administrative Officer work with the International Union of Operating Engineers, Local 955, to develop formal classifications for the Grader Operator positions, relative to the County needs, for adoption at a future Council meeting and ratification by the International Union of Operating Engineers, Local 955.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually joined the meeting, time 1:46 p.m.

**Canadian Union of Public Employees CUPE Local 4575 Collective Agreement Negotiations**

314-22: Gawalko That Smoky Lake County Council engage Brownlee LLP services on the Negotiating Committee for collective bargaining for the purpose of negotiating the renewal of the collective agreement between Smoky Lake County and the Canadian Union of Public Employees (CUPE) Local 4575 employees and notify CUPE of same.

Carried.

**Canadian Union of Public Employees CUPE Local 4575 Collective Agreement Negotiations**

315-22: Gawalko That Smoky Lake County Council acknowledge receipt to the email received from Mark Brzezowski, National Representative, Canadian Union of Public Employees – CUPE Local 4575 on January 10, 2022, in respect to Notice to Commence Collective Bargaining between CUPE Local 4575 and Smoky Lake County; **and provide** Mr. Brzezowski with the following dates to commence collective bargaining for the purpose of negotiating the renewal of the collective agreement between Smoky Lake County and the CUPE Local 4575 employees:

- ✓ Thursday, February 10, 2022 at 9:00 a.m.
- ✓ Friday, February 11, 2022 at 9:00 a.m.
- ✓ Wednesday, March 2, 2022 at 9:00 a.m.
- ✓ Thursday, March 3, 2022 at 9:00 a.m.

to be held in County Council Chambers and/or virtually through electronic communication technology.

Carried.



**Vilna & District Agricultural Society – Community Initiatives Program (CIP) Application**  
316-22: Fenerty That Smoky Lake County Council approve action taken in providing a letter of support to the Vilna & District Agricultural Society’s application for a Community Initiatives Program (CIP) Grant for funding towards the Year-2022 Annual Boomtown Days Fair event to be held in the Village of Vilna.

Carried.

**Negotiating Committee Meeting**  
317-22: Gawalko That Smoky Lake County Council approve action taken on scheduling a Negotiating Committee Meeting on February 3, 2022 at 9:00 a.m. in preparation for the upcoming bargaining negotiations by reviewing the Canadian Union of Public Employees (CUPE) Local 4575 Collective Agreement with Smoky Lake County, which expires on December 31, 2021.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually left the meeting, time 1:55 p.m.

### Financial Statements

As annexed to the minutes:

↳ Financial Statement for the month of: **November 2021.**

### Action List(s)

Action Lists:

- i. County Council Committee of the Whole for the Purpose of Planning Meeting – December 7, 2021.
- ii. County Council Departmental Meeting – December 14, 2021.
- iii. County Council Meeting – December 16, 2021.

### Chief Administrative Officer’s Report

318-22: Gawalko That Smoky Lake County’s Chief Administrative Officer’s report for the period of December 17, 2021 to January 20, 2022, be accepted and filed for information.

Carried.

### 5. Issues for Information:

#### Finance Manager’s Report: Actual to Budget Report

Brenda Adamson, Finance Manager presented an updated Financial Report for the period ending December 9, 2021.

#### Provincial Education Requisition Credit

319-22: Cere That Smoky Lake County Council approve the submission of a Provincial Education Requisition Credit application for uncollectable oil and gas Education Requisition in the amount of \$86,939.96 and Designated Industrial Requisition in the amount of \$1,372.12.

Carried.

#### Request for Property Tax Write Off – Métis Crossing

320-22: Fenerty That Smoky Lake County Council agree to negotiate a tax deferral plan with the Metis Crossing prior to February 28, 2022, to receive full payment prior to February 28, 2022, for the outstanding tax penalties in the total amount of \$15,589.46, plus total tax arrears in the amount of \$129,912.16 on property tax rolls 17581051, 17581150, 17581250, 17581251, 17581252, 17581350, 17581610; and if payment in full is not received by February 28, 2022, March Penalties will be incurred.

Carried.

### Family and Community Support Services (FCSS)

321-22: Halisky

That Smoky Lake County approve to allocate funding from the 2022 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:

Community Group	Eligibility	Funding
Smoky Lake Agricultural Society	Fun Family Day Event	\$2,500.00

Carried.

### Finance Manager's Report

322-22: Cere

That Smoky Lake County's Finance Manager's Report for the period ending January 18, 2022, be accepted and filed for information.

Carried.

### Division One Councillor's Report on various Committees, Boards and Commissions

Dan Gawalko - Division One Councillor's Report from various Committees, Boards and Commissions:

December 4, 2021 - Alberta Coordinated Action for Recycling Enterprises Meeting held virtually: (Dan)

- Included in this package: Minutes of December 4, 2021.

January 19, 2022 – Vilna & Bellis Citizens on Patrol Meeting January 19, 2022 held at Vilna

- No RCMP or Fish and Game officers attended
- I gave my report on what's happening in the county
- 2 COP members volunteered to be on the board of directors
- Membership fee will stay the same at \$1 per year
- Leanna gave the financial report and audited statements
- They are still distributing ID cards
- In 2022 they will have another meat raffle as a fundraiser
- They reviewed their bylaws
- Included in this package: Minutes of October 28, 2021.
- Next Meeting Thursday March 17, 2022 7:00 p.m. at Bellis Curling Rink.

January 20, 2022 – Evergreen Regional Waste Management Services commission meeting

- Paul spoke about the January 14, 2022 Alberta CARE AGM topics included hydro vac waste, sharps containers, Landfill height and elevation
- We will be signing a 2 year contract with Rapid Gaz to take our propane bottles. \$5 for the 20 & 30 lbs \$20 for 100lbs must have the valve intact.
- Discussed Mulchco a shredding service to see if the cost to shred would be feasible.
- CNRL Lindberg is the new disposal site for leachate and E Can is the company awarded the hauling contract.
- Ashley gave the treasurers report and talked about the GIC and what to do with money in reserves; we will be paying off our loan for construction of cells 5 & 6
- Paul gave the site report, ongoing maintenance on equipment using shingles and some clay for cover. Kehewin transfer station is delayed looking for an agreement to be signed and start hauling mid-February
- Alberta CARE spring seminar is on February 23-25, 2022 in Lethbridge AB
- Swana Canadian Symposium April 4-7, 2022 Banff AB
- Included in this package: Minutes of December 8, 2021.
- Next Meeting Thursday February 17, 2022 10:00 a.m.

The next Lakeland Agricultural Research Association (LARA) board meeting is scheduled for January 31, 2022 at 1:00 p.m.

### Division Two Councillor's Report on various Committees, Boards and Commissions

Linda Fenerty - Division Two Councillor's Report from various Committees, Boards and Commissions:

December 8, 2021 – Northern Lights Library System (via Zoom) 6:00 – 8:00 p.m.

- This meeting was a Board Member Orientation to NLLS. We are among 54 other representatives. NLLS is one part of 7 regional libraries throughout the Province with 47 libraries within the system. Population served is 174,483, with 7 First Nations and 4 Metis Settlements serving a population of 15,616. NLLS is a member of TAL (The Alberta Library) card program providing privileges at other Alberta libraries. The purpose of the system is to provide library services for libraries within our system. Operation of the system is done through municipal and board levy payments, and Provincial Grants. The operating budget is approximately 2.5 million dollars.
- In addition to on-site libraries, also offered are inter-library loans, either in hard cover or electronic format. Also available are audio/talking books, large print and special theme collections.

- Some of the resources available are: PressReader (read newspapers/magazines) from around the world, Ancestry Library Edition, Auto Repair Source, Language Learning, Cypress Resume', Consumer Reports, Hobbies & Crafts, Home Improvement, Small Engine Repair, LinkedIn Learning (learn business software).
- The Board meets 4 times annually, with 1 in-person meeting in May.

December 13, 2021 – N.E. Muni-Corr Ltd. (via Zoom) 10:00 a.m. – 12:13 p.m.

- Quoted from minutes regarding code of conduct/confidentiality issues, "Discussion included confirmation that N.E. Muni-Corr Ltd. meetings are not public meetings. Some Directors noted they need to report to council which meetings they attend and information about the content of the meetings. To have to wait a whole month for the minutes to be approved before they Page 2 of 4 can discuss those items is too long of a time span. Suggestions for handling sensitive and ongoing discussions: - Just note during the discussion that this topic is on hold, meaning it is not to be shared with councils at this time. - Highlight sensitive topics on the agenda so Directors know those are not to be shared with councils at this time. - Directors should be professional enough to know what to and what not to say. Muni-Corr should trust the judgment of the Directors. - Items of confidence on our agenda only be shared in confidence at the council meetings. Chair Yaremkevich called a halt to discussion."
- Delegation from RMA Insurance made a presentation regarding insurance. N.E. Muni-Corr currently has 5 million in coverage with additional 4 layers of coverage for 20 million. RMA recommends keeping this level o coverage. Other organizations who use the trails should be providing proof of liability and list Muni Corr as an additional insured. Muni Corr to establish amount of coverage needed.
- License of occupation agreement between Muni Corr and Riverland Recreational Trail Society to be updated to see if coverage is adequate.
- There is currently no internal policy for dealing with maintenance and hazard issues. Board is to look a developing a maintenance and hazard plan with municipalities.
- There currently is no agreement with Iron Horse Trail Groomer Foundation while includes a hold harmless clause and minimum amount for liability coverage.
- Muni Corr to check Master Agreement for liability insurance each municipality is required to have and ask foe a copy of their certificate annually.
- Discussion continued re: code of conduct/confidentiality, and as quoted, "- Perhaps the wording could be the opposite and have it say all items are allowed to be shared unless identified otherwise. - The only items allowed in a closed session are items dealing with land, legal and staff. It was confirmed this is what is stated in the MGA and since we are not governed by the MGA, this may not apply. Administration noted she will contact RMRF to find out what it says in the Companies Act about closed sessions. - It is recognized that we need some type of document to hold Directors accountable, but it does boil down to the person's integrity. It was moved by Director Lefebvre to have the Executive Committee review the documents and bring forward a revised draft for the January meeting."
- Trestle Maintenance Quote – quote from Oregon which supplied creosote treated timbers accepted for information. Marianne will be getting more quotes.
- Fort Kent Rehabilitation Project – this intersection is the only one where the trail and highways are so close together. Alberta Transportation will not install signs and crosswalk markings at this location. Intent of Alberta Transportation is to make it safe for traffic and Muni Corr intent is to make it safe for trail users. It was moved to send a letter to Alberta Transportation and request a meeting on site so they can understand concerns of Muni Corr.
- Because of time constraints, the balance of the agenda was rescheduled to January 10, 2022. Meeting adjourned at 12:13 p.m.

### **Division Three Councillor's Report on various Committees, Boards and Commissions**

Dominique Cere - Division Three Councillor's verbal Report from various Committees, Boards and Commissions:

January 26, 2022 - Smoky Lake Foundation meeting, held Virtually

- Policy for Dress Code was updated.
- Alberta Seniors & Community Housing Association (ASCHA) Convention is scheduled for April 11-13, 2022.

### **Reeve - Division Four Councillor's Report on various Committees, Boards & Commissions**

Lorne Halisky - Reeve and Division Four Councillor's Report from various Committees, Boards and Commissions:

December 9, 2021 – Smoky Lake Region Fire & Rescue Committee Meeting, held Virtually (All Council)

- Terry Makowichuk from Town of Smoky Lake was acclaimed as Chairperson & Tyson Berlinguette from Village of Waskatenau was acclaimed as Vice-Chairperson.
- Received a presentation from Transitional Solutions Inc. regarding the Smoky Lake Regional Fire Services Review and overview of the interim report for Governance, Business and Implementation Plan, for the purpose of determining a prudent method of Fire Service governance in the region.

December 9, 2021 – Town of Smoky Lake & Smoky Lake County Joint Council Meeting, held Virtually (All Council)

- Adopted the 2022 budget for Personal Protective Equipment, Equipment and Supplies and OHS Requirements for the Smoky Lake Fire Department as well as the Training & Capital Budgets.
- Approved to cost share 75% County and 25% Town, for the portion of Firefighter Mental Health Claims, not covered by the Volunteer Firefighter insurance.
- Agreed to cost share 60% County and 40% Town to cover the cost of batteries for the Automatic Emergency Defibrillator at the Complex in Smoky Lake.

December 10, 2021 - Victoria District Economic Development Strategy Implementation Working Group Meeting, held Virtually (Lorne)

- Received updates on stakeholder activities and progress on the formation of the Municipally Controlled Corporation.

December 10, 2021 - Ukrainian Twinning Committee (Smoky Lake Region) Meeting, held in Chambers/Virtually (Lorne and Linda)

- Lorne Halisky acclaimed as Chairperson & Marianne Prockiw-Zarusky from Town of Smoky Lake was acclaimed as Vice-Chairperson.
- Reviewed the Project List Update - Areas of Potential Collaboration with Kosiv Ukraine.
- Called for a 2022 Resourcing Plan and budget for four projects: 130th Anniversary of Ukrainian Arrival in Canada 2022, Video Exchange, Trade Mission Planning, and Ceramic Pumpkin Mugs.

December 14, 2021 – Agricultural Service Board (ASB) Meeting held in Chambers (All Council)

- Dan Gawalko was acclaimed as Chairperson & Linda Fenerty was acclaimed as Vice-Chairperson.
- Amended Policy Statement No. 62-28-04: Mowing Program.
- Agreed to request a 25% reduction to the Year-2022 County funding contribution to LARA's extension programming services and research.
- Received Provincial Agricultural Service Board Member Orientation.
- Recommended Barb Shapka be re-appointed as a Farm Member representative for Smoky Lake County to the LARA Board.
- Amended Policy Statement No. 62-10-05: Agricultural Service Board Business Plan 2022.
- Agree to research options for nuisance cat control in Hamlets.
- Received the Year-2021: Clubroot Map, Alberta Crop Report, & Insect Survey Results.
- Agreed to support 5 resolutions being brought forward to the Provincial ASB Conference:

December 14, 2021 – County Environmental Operations Meeting held in Chambers (All Council)

- Lorne Halisky was acclaimed as Chairperson & Dan Gawalko was acclaimed as Vice-Chairperson.
- Approved to terminate the Year 2020-2024 Recreational Area Facility Supervision & Cleaning Services Parks Contract agreement for Bellis, Mons and Kaduk Lakes.

December 14, 2021 – County Fire Protective Meeting held in Chambers (All Council)

- Lorne Halisky was acclaimed as Chairperson & Linda Fenerty was acclaimed as Vice-Chairperson.
- Approved to write off penalties on Fire Invoice No. 41924 in the amount of \$550.22
- Approved to proceed with Model 1 of Intermunicipal Agreement – Contract for Service, as Phase II of the Smoky Lake Regional Fire Services Review.

December 14, 2021 – County Natural Gas Meeting held in Chambers (All Council)

- Lorne Halisky was acclaimed as Chairperson & Jered Serben was acclaimed as Vice-Chairperson.
- Received the Natural Gas Rates for November, December & the October Billing survey showing an average total rate per GJ in the amount of \$5.24 and Smoky Lake County's rate at \$5.54
- Agree to take no action to the request from Smoky Lake Forest Nursery Ltd., for a reduction of the natural rate from \$0.80 to \$0.60 over wholesale.

December 14, 2021 – Council Departmental Operations meeting, held in Chambers (all Council)

- Acknowledge the information provided by the Landowners at Hillside Acres, Whitefish Lake, at the November 17, 2021, Council Committee of the Whole Meeting.
- Received Planning and Development Council Orientation.

December 14, 2021 – Municipal Planning Commission, held in Chambers (all Council)

- Dominique Cere was acclaimed as Chairperson & Dan Gawalko was acclaimed as Vice-Chairperson.
- Approve Development Permit No. 043-21: PLAN 1423191, BLOCK 1, LOT 2, for the placement of a Shipping Container, subject to conditions.

December 15, 2021 – Northeast Alberta HUB, held virtually (Lorne)

- Mayor of Lloydminster opened the meeting with opening remarks.
- Lloydminster CEDO gave a presentation on Shop Local including fund raising, think Lloyd first and supporting the community your in.
- A member Orientation Meeting will be scheduled for Q/1 2022.
- Financial Report was presented with all in good standing.
- New Northeast Alberta HUB Website launch with customized individual member pages, web address sharable and user friendly etc.
- Perry Phillips, Executive Director gave an update on the Alberta HUB Region Strategic Plan, Alberta Hemp Industry, Membership Drone Video and Connect for Food – local food approach.

December 15, 2021 – Joint Health & Safety Committee, held Virtually (Dominique, Lorne unable to attend due to meeting conflict)

- Acknowledge no progress on the Internal Safety Audit Action Plan since November 18, 2021.
- Reviewed the External Safety Audit - Action Plan document from Alberta Municipal Health and Safety (AMHSA) with several items to be rectified by April 1, 2022.
- Discussed the eleven incidents that occurred between October 15, 2021 to December 15, 2021.
- Received reports from committee members.

December 16, 2021 - Council Regular Meeting & Public Hearing, held in Chambers (all Council)

- Held a public hearing to obtain public input in favour or opposed in regard to proposed Bylaw No. 1402-21 for the purpose of closing to public travel, disposing of, and consolidating with Lot A & Lot B, Plan 8420551, in Warspite.

- Agreed to submit the proposed Bylaw No. 1402-21 to the Minister of Transportation for approval.
- Agreed to be the managing partner for the application to the 2021/2022 Alberta Community Partnership (ACP) program for a Project Titled: Smoky Lake Region Municipal Development Guidelines & Minimum Servicing Standards with the Town of Smoky Lake, Villages of Vilna and Waskatenau.
- Amended Policy Statement No. 01-40-02: Governance Policies.
- Adopted Policy Statement No. 07-07-01: Bellis Board of Trade Liaison Committee – Terms of Reference.
- Approved to give \$2,250 to the Smoky Lake Royal Canadian Legion to help pay for their furnace.
- Amended Policy Statement No. 08-17-02: Family and Community Support Services (FCSS) Grants.
- Amended Policy Statement No. 61-03-06: Application for Development Permit.
- Appointed Ed Dyck and Noel Simpson as member-at-large members, to the Regional Community Development Committee (RCDC).
- Approved the Year-2022 Interim Municipal Budget of \$19,908,569 & Interim Five-Year Capital Plan, as well as the Interim Five-Year Road Plan.
- Approved to give notice of Intent to Designate the “Hamlin Road Ranch” as a Municipal Historic Resource.
- Approved the County of Two Hills to be the Managing Partner for ACP Grant application for the Ortho Photos project in partnership with County of St. Paul, County of Two Hills & Lamont County.
- Approved an unbudgeted expense to donation a matching contribution of \$5,000 to STARS.
- Approved to terminate the surface lease of municipal owned property at NE 30-59-14-W4.
- Approve the extension of the existing Contract with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for January 1, 2022 to June 1, 2021, and commence undertaking the recruitment process for a Community Peace Officer One.
- Wrote off tax penalties and/or taxes were justified & agree to enter into payment plans for others.
- Approved \$2,000 to the Warspite Community Hall Association for a New Year’s Eve celebration.
- Approve the unbudgeted expense of \$750 to the Smoky Lake Public Library to help provide Free Public Membership.
- Approved to donate \$2,000 to a Smoky Lake resident and Para-Nordic Skier Olympian: Derek Zaplotinsky for his training and participation in World Cup Events.
- Approved \$100 towards the 17th Annual Dart Tournament at Warspite Hotel, with proceeds to the Food Bank.
- Approved \$1,000 to Smoky Lake School of Dance to assist with pandemic financial strains.

December 20, 2021 - Ukrainian Twinning Committee (Smoky Lake Region) Meeting, held virtually (Lorne, Linda & Jered)

- Approved to ask Regional Community Development Committee (RCDC), to utilize the Community Economic Development Officer (CEDO) to manage the 2022 Ukrainian Twinning Project Plan and provide administration services Committee meetings.

December 22, 2021 – Hwy 28/63 Regional Water Services Commission, held in Chambers/virtually (Lorne & Dan)

- Dan Gawalko was elected as Vice-Chairperson.
- Approved an interim Year-2022 Budget of \$547,710.

January 6, 2022 – RMA Policing Session, held Virtually (all Council)

- Discussion was held on defending to keep the RCMP in Alberta and support information was forwarded to all participants.

January 10, 2022 – NSWA North Saskatchewan Water Alliance, Heritage River Brief, held Virtually (Lorne)

- Overview & discussion on how NSWA can be a partner on the Heritage River initiative.

January 11, 2022 - Municipal Elected Official's Emergency Management Course, held virtually (all Council)

- The objective of this course was to:
- Understand the basics of emergency management.
- Consider the historical impact of disasters in Alberta.
- Examine Alberta's graduated system of emergency management.
- Identify key partners at different levels of emergency management.
- Explore legislated responsibilities in emergency management for elected officials & delegates.
- Consider the link between emergency management and safe and viable communities.

January 12, 2022 - Highway 28/63 Regional Water Services Commission, held in Chambers (Lorne & Dan)

- Approve for administration to develop and present a Regional Water System Orientation for new and existing Commission members.
- Gave First Reading to Bylaw No. 008-2022: Administration.
- Approved to renumber Policies for consistent tracking and formatting.
- Approve the Year-2022 Budget with a Net Revenue in the total amount of \$547,710.00

January 18, 2022 – Council Committee of the Whole, held in Chambers (all Council)

- Reviewed Transitional Solutions Inc.'s Regional Fire Services Study.
- Discussed a Personnel Issue: Public Works Vacant Positions under Executive Session.
- Reviewed the Victoria District Economic Development Strategy Business Plan in respect to the Municipally Controlled Corporation (MCC).
- Discussed a Legal Issue: in respect to North East Muni-Corr Ltd.'s Code of Conduct Policy, Memorandum of Association and Articles of Incorporation, under Executive Session.

January 19, 2022 – Elevate Wellness Committee Meeting, held Virtually (Lorne)

- Discussion was held on the next steps on moving the Town of Smoky Lake Walking Trail, Walking Trail Signage and Lending Library Projects with a member team meeting scheduled for January 28, 2022.

- January 19, 2022 - Connect, Create, Innovate Session, held Virtually (Lorne)
- Discussion on how to have an inclusive community with the tools you have in place already finding that we as a community have a lot of underutilized resources.
- January 20, 2022 – Joint Health & Safety Committee, held Virtually (Lorne & Dominique)
- Acknowledged review of the corrective action required resulting from the External Safety Audit - Action Plan.
  - Acknowledged internal formal safety inspection of the main office.
  - Discussed the six incidents that occurred between December 16, 2021 and January 20, 2022.
  - Received reports from committee members.

### **Division Five Councillor's Report on various Committees, Boards and Commissions**

#### **Jered Serben - Division Five Councillor/Deputy Reeve's Report from various Committees, Boards and Commissions:**

- January 5, 2022 – Pumpkin Patch Daycare meeting held virtually:
- Discussion whether financials need to be audited.
  - A Google search showed information stating that if a Co-op does not have saleable shares and/or pay dividends to its shareholders then no financial audit is required. Zelpha Melnyk enquires further.
  - Acceptance of resignation by a staff care - giver dated Dec. 28, 2021. Last day Jan. 11, 2022
  - Positions posted; level 2 (one) and level 1 (two).
  - Day care is licensed for a maximum of 44 children.
  - Current enrollment: 31 children including 1 out of school care (OSC), and 5 drop in (OSC and daycare age).
  - Hours of operation is 6 am- 6:45 totaling 12.75 hours per day.
  - Part time is considered 50-100 hours monthly.
  - Full time is considered 101 hours and above.
  - Government introduced flat fee rates for all part timers (whether it be 50 or 90 hours, same fee).
  - Same flat fee rates for full timers as well (whether it be 101 or 150 hours, same fee).
  - Day care cooperative approves the new fee schedule in accordance to the affordability grants program mandated by the Federal Government effective January 1, 2022.
  - The monthly days and times schedule deadline is the 20th day for the following month.
  - Request for quotes from benefits providers.
  - Next meeting TBD.
- January 4, 2022 - North East Muni-Corr Ltd. Meeting
- Smoky Lake County has the most Trestles.
  - Marianne was an employee of 2005 iron horse trail, 2007 Muni-Corr hired Marianne.
  - Discussion about an existing policy regarding major repairs and bridges and the shared cost between the municipalities. Currently anything under \$5000 repair are required by the municipality and the repair is required. Over \$5000 repair sounds like all municipalities cost share (I am unclear, confused how this works or if municipalities can refuse to pay their share since it sounds like there is push back when this has happened in the past).
  - Bellis SW-31-59-15-4 Old gravel pit (76.13 acres). Land held for recreation development to be added to Iron Horse Trail.
  - Muni-corr does not pay for or erect fencing along their right of way.
  - Muni-corr does not pay for dust control. Individual municipalities are in charge of dust control and speed limit or slow signs. SL county looking into appropriate signage trying to slow down trail users in specific problem dust areas.
  - Leasing out lands beyond the 99 foot right-of-way for removeable assets or storage of snow or garbage for an admin fee of \$250 one- time fee.
  - Discussion about water booster stations and whether the municipalities should have to buy the land from Muni-Corr VS leasing for the one- time fee of \$250 or \$0.05/square foot (Dana from Bonnyville has brought this forward). I asked: If a water booster is needed in the SL county to push water to Cold Lake, for example, are you suggesting the SL county would be forced to purchase land for a permanent booster station that would benefit another municipality? Marianne says she will itemize the lease or purchase policy for better explanation (for Dana from Bonnyville).
- January 19, 2022 – Pumpkin Patch Daycare meeting held virtually:
- Closed due to covid for 14 days since Jan 9th. 4+ positive covid cases.
  - Covid check list newly passed down from the Provincial Government. Separate rules between staff (age) and children (age):
  - Unvaccinated Covid positive children must isolate for 10 days
  - Vaccinated Covid positive children must isolate for 5 days
  - Unvaccinated Covid positive staff must isolate for 14 days
  - Vaccinated Covid positive staff must isolate for 5 days
  - Covid testing kits ordered. Unvaccinated staff must test
  - Currently 2 staff members are not vaccinated. 1 of the 2 unvaccinated staff members is strongly considering receiving her vaccination
  - Interview with level 3 care – giver. Qualified and eager to work. \*She was the only applicant.
  - Discussion about out of school care fee schedule (OSC). 9 spots available and now includes Kindergarten whereas this used to only include grades 1 – 6. (Kindergarten age is covered under affordability program).
  - Much discussion about fees regarding different ages and whether these fees change based on if children are placed in the out of school care, full time or part time schedules
  - Much confusion about fee rates and whether the Government pre – sets rates or if there is a range in allowable fees passed on to parents over and above the affordability programming
  - Government allows 3% fees increase annually due to food increases and inflation
  - Gathered information about benefits rates and premiums sent to board for review

**Councillors Reports on Various Committees, Boards and Commissions**

323-22: Fenerty

That the Smoky Lake County Councillor's reports received for the period of December 2021 to January 2022, be filed for information along with the additional information included in the January 27, 2022 agenda package as follows:

- Regional Community Development Committee (RCDC)'s Action Lists from the meetings held on October 13, 2021,
- North East Muni-Corr Ltd. Board Meeting Minutes and Annual General Meeting Minutes, dated November 15, 2021,
- Additional Named Insured (ANI): Waskatenau Pryveet Dance Club Meeting Minutes, dated December 7, 2021, and

the Reeve's Report received for the period of December 8, 2021 to January 20, 2022, be posted to the County's website.

Carried.

**6. Correspondence:**

**Riverland Recreational Society – Iron Horse Trail Winter Maintenance Agreement**

324-22: Cere

That Smoky Lake County **defer** discussion of the renewal of the funding agreement for the Winter Maintenance Program of the Iron Horse Trail for a three-year term from 2022 to 2024, at a contribution in the amount of \$2,500.00 per year of which 57% is to be contributed to the Riverland Recreational Trail Society and 43% is to be contributed to the Iron Horse Trail Groomer Foundation (Smoky Lake Trail Twister Snowmobile Club); with funds allocated from the Grants to Individuals and Organizations budget; in response to the letter received from Marvin Bjornstad, President, Riverland Recreational Society, dated January 3, 2022, requesting same; and extend an invitation to the group to attend as a delegation at a future Council meeting.

Carried.

**Alberta Transportation's Online Permitting and Referral System**

325-22: Fenerty

That Smoky Lake County acknowledge receipt of the email from Trevor Richelhof, dated January 11, 2022, announcing Alberta Transportation's new online portal: Roadside Planning Application Tracking Hub (RPATH), for the submission of roadside planning applications, which has been implemented to modernize the permitting and land use planning processes by creating an online portal to reduce red tape, and to create efficiencies with the review of municipal planning referrals, development, and utility permit applications.

Carried.

**Community Planning Association of Alberta (CPAA) 2022 Conference**

326-22: Gawalko

That Smoky Lake County Council who can attend – attend the Community Planning Association of Alberta (CPAA) 2022 Conference scheduled for May 2-4, 2022 to be held at the Royal Hotel, Edmonton Airport, 8450 Sparrow Drive, Leduc.

Carried.

**Public Lands Disposition Management Section, Alberta Environment and Parks**

327-22: Gawalko

That Smoky Lake County acknowledge receipt of the correspondence from Diane Siriwayo, Legal Analyst, Public Lands Disposition Management Section, Alberta Environment and Parks, dated January 13, 2022, in regard to the preliminary review of the application to purchase No. PLS 200011- SEC9 – TWP58 – RGE17 – W4M, containing (47.00 ac/19.02 ha + -) and proceed with consultation where required.

Carried.

**Blood Tribe - Support for nomination of the North Saskatchewan River**

328-22: Fenerty That Smoky Lake County acknowledge receipt of the email from Mike Oka, Blood Tribe, dated January 11, 2022, in support of the nomination of the North Saskatchewan River, and acknowledge the Blackfoot Confederacy Traditional Territory meets the south bank of the North Saskatchewan River as documented in history.

Carried.

**Alberta Coordinated Action for Recycling Enterprises (CARE) Spring Seminar**

329-22: Cere That Smoky Lake County relevant administration who can attend – attend, the 11th Annual Alberta Coordinated Action for Recycling Enterprises (CARE) Spring Seminar, scheduled for February 23, 2022 to February 25, 2022 in Lethbridge Alberta.

Carried.

**Smoky Lake County Community Learning Council**

330-22: Fenerty That Smoky Lake County, as the Legal Host acknowledge receipt that Smoky Lake County Community Learning Council is in good standing for Year 2021 – 2022 as per Membership Certificate provided from the Community Learning Network (CLN) under the Community Adult Learning Program (CALP).

Carried.

**Rural Municipalities of Alberta (RMA) Spring Convention**

331-22: Gawalko That Smoky Lake County Council who can attend – attend the Year-2022 Rural Municipalities of Alberta (RMA) Spring Convention scheduled for March 14, 2022 to March 16, 2022, to be held at the Edmonton Convention Centre.

Carried.

**Northern Alberta Mayors' and Reeves' Caucus (NAMRC) Membership Refund**

332-22: Halisky That Smoky Lake County acknowledge receipt of the Northern Alberta Mayors' and Reeves' Caucus (NAMRC) Year-2020 Membership Refund in the amount of \$300.00, due to not having a NAMRC Meeting since 2019, as per the correspondence received from Joan Laventure, Office Manager/Executive Assistant, dated January 18, 2022.

Carried.

**2022 Prime Minister's Awards**

333-22: Gawalko That Smoky Lake County approve action taken by Administration in advertising self – nominations on social media, for the Year-2022 Prime Minister's Awards, to self-nominate an outstanding educator, with a nomination deadline: February 8, 2022.

Carried.

**STARS**

334-22: Fenerty That Smoky Lake County acknowledge receipt of the STARS Ally Impact Report 2021, thanking supporters for unwavering support throughout the unprecedented events of 2021 and outlining where support funds are allocated.

Carried.

**Additions to the Agenda:**

**RMA Newsletter RMA 101 Webinars**

335-22: Gawalko That Smoky Lake County Council who can attend – attend the Rural Municipalities of Alberta's RMA 101 webinars announced in the Contact newsletter, dated January 21, 2022, Volume 2022, Issue 03, to familiarize and orient new members with the RMA association.

Carried.



**National Police Federation’s “Keep Alberta RCMP” Community Engagement Tour**

336-22: Halisky That Smoky Lake County Council and relevant administration who can attend – attend the National Police Federation’s event titled: “Keep Alberta RCMP” Community Engagement Tour (Smoky Lake), scheduled for February 17, 2022, at 9:30 a.m. at a venue to be determined within the Town of Smoky Lake.

Carried.

**Emilee Feniak – Naturally Northbank Embroidery Services**

337-22: Serben That Smoky Lake County acknowledge receipt of the email correspondence from Emilee Feniak, dated January 22, 2022, offering embroidering services for promotional apparel through her local business: Naturally Northbank; and forward the information to the Community Economic Development Officer for awareness and promotion where appropriate.

Carried.

**Randy Russ Memorial Barrel Race - Sponsorship**

338-22: Halisky That Smoky Lake County provide funding for the 6th Annual Randy Russ Memorial Barrel Race, scheduled for the August 2022 long weekend, in the amount of \$400.00 for a Gold Sponsorship, plus Truckfill water in the amount of \$100.00, **for a total amount of annual funding in the amount of \$500.00**, in accordance with Council’s February 2, 2018, Motion #347-18, and in response to the letter request received from Anne-Marie Russ, dated January 22, 2022.

Carried.

**Federation of Canadian Municipalities (FCM) – Clarification on Federal Climate Policy**

339-22: Halisky That Smoky Lake County acknowledge receipt of the letter to the Federation of Canadian Municipalities (FCM) from the County of Minburn No. 27, dated January 24, 2022, requesting clarification on FCM’s position regarding the evolving climate change policies of the federal government, specifically in relation to accelerated timelines for the phase out of fossil fuels.

Carried.

**Municipal Information Sharing through Smart Phone Applications**

340-22: Serben That Smoky Lake County administration research smart phone applications for the purpose of possible creating a modern, mobile, user-friendly system to support municipal information-sharing and bring the information back to a future meeting of Council for further discussion and consideration.

Carried.

**Executive Session:**

**CCI Wireless Communications Tower SW-34-61-13-W4**

341-22: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, relating to a CCI Wireless Tower on the lands legally described as SW-34-61-13-W4, under the authority of the FOIP Action Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and Legislative Services Clerk, time 3:56 p.m..

Carried.

342-22: Cere That Smoky Lake County Council go out of Executive Session, time 4:02 a.m.

Carried.

**9. Information Release:**

**Monthly Release of Information - December 2021 and January 2022**

343-22: Gawalko

That Smoky Lake County's following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of December 2021 and January 2022, be (F) filed for information or (A) acknowledged receipt:

- R69-21: Aspen View Board Highlights – November 26, 2021. F
- R70-21: David Goldstein, CEO, Travel Alberta, dated December 16, 2021 – Re: Message from CEO: Alberta Tourism on the Road to Recovery. F
- R71-21: Aspen View Board Highlights – December 20, 2021. F
- R72-21: RMA: Contact Newsletter: December 23, 2021.F
- R01-22: RMA: Contact Newsletter: January 7, 2022.F
- R02-22: RMA: Contact Newsletter: January 14, 2022.F

Carried.

**Thank You to Smoky Lake County**

None received for the months of December 2021 and January 2022.

**10. Bills & Accounts:**

344-22: Gawalko

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

**County Council Meeting: Jan. 27th, 2022**

Batch #	Cheque Numbers	Total of Batch
57444	51853 to 51874	\$29,962.50
57500	51875 to 51888	\$46,930.03
57580	51889 to 51906	\$136,852.74
57672	51907 to 51931	\$251,949.33
57795	51932 to 51959	\$653,589.04
57869	59160 to 51977	\$518,644.34
57943	51978 to 51994	\$46,815.75
<b>Total Cheques from 51853 to 51994</b>		<b>\$1,684,743.73</b>

Batch #	EFT Numbers	Total of Batch
57444	627 to 638	\$23,758.93
57500	639 to 649	\$77,397.29
57580	650 to 671	\$423,588.57
57672	672 to 691	\$388,595.62
57795	692 to 697	\$36,005.25
57869	698 to 708	\$12,590.23
57943	709 to 726	\$611,290.85
<b>Total EFTs from 627 to 726</b>		<b>\$1,573,226.74</b>

**Direct Debit Register**

Batch #	Description	Total of Batch
57439	Smoky Lake County	\$373,399.84
57487	My HAS	\$337.04
57234	Vision XS Limited	\$5,000.00
57510	Vision XS Limited	\$5,000.00
57572	Enterprise Fleet Management	\$126.24
57573	Enterprise Fleet Management	\$126.24
57574	Enterprise Fleet Management	\$126.24
57776	Smoky Lake County	\$351,023.75
57743	My HAS	\$693.39
57734	My HAS	\$1,098.77
57736	My HAS	\$549.75
<b>Total Direct Debits</b>		<b>\$737,481.26</b>

<b>Grand Total Bills and Accounts</b> (Note: From General Account)	<b>\$3,995,451.73</b>
---	-----------------------

Carried.

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

**County Council Meeting**

345-22: Halisky The next Smoky Lake County Council Meeting be scheduled for **Thursday, February 24, 2022, at 9:00 a.m.** and **Thursday, March 24, 2022, at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

346-22: Gawalko The next Smoky Lake County Council Departmental Meeting be scheduled for **Tuesday, February 22, 2022 at 9:00 a.m. and Tuesday, March 22, 2022, at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**Joint Municipalities Meeting**

347-22: Halisky The Smoky Lake County scheduled the next Joint Municipalities Meeting for **Thursday, March 31, 2022, at 5:00 p.m.** to be held virtually, through Electronic Communication Technology.

Carried.


**ADJOURNMENT:**

348-22: Fenerty That the Smoky Lake County Council Meeting of January 27, 2022, be adjourned, time 4:11 p.m..

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

<b>REQUEST FOR DECISION</b>	DATE	February 24, 2022 <span style="float: right;">4.1</span>
<b>TOPIC</b>	<p><b>Parks Canada Funding Contribution Agreement, further to a Canadian Heritage Rivers System (CHRS) Management Plan for the North Saskatchewan River in Alberta.</b></p> <div style="display: flex; justify-content: space-around; align-items: center;">  <div style="text-align: center;"> <p><i>Canadian Heritage Rivers System</i></p> </div> <div style="text-align: center;"> <p><i>Réseau des rivières du patrimoine canadien</i></p> </div> <div style="text-align: center;"> <p><i>ba.CF ᐱᓐᓃᓃᓃᓃᓃᓃᓃᓃ ᓃᓃᓃᓃ</i></p> </div> </div>	
<b>PROPOSAL</b>	<p><i>That Smoky Lake County execute the proposed Parks Canada (PC) Funding Contribution Agreement GC-1628 ©ATTACHMENT 1 in an amount totaling forty-five thousand dollars (\$45,000.00), with the agreement's term to expire on April 30, 2024.</i></p> <p><b>BACKGROUND</b></p> <p style="text-align: center;"><b>PARKS CANADA FUNDING CONTRIBUTION AGREEMENT</b></p> <ul style="list-style-type: none"> <li>• As per the CHRS Principles, Procedures and Operational Guidelines (PPOG, 2017), \$45,000 is the amount typically available from Parks Canada toward completing a Management Plan.</li> <li>• This proposed agreement commits Smoky Lake County to complete a Management Plan on or before March 31, 2024.             <ul style="list-style-type: none"> <li>○ Administration anticipates that the project will be completed by Spring or Summer 2023.</li> </ul> </li> <li>• In any promotion programs, advertising and publicity for the activities funded under the Agreement, acknowledgement shall be given to Parks Canada in a manner reflecting Canada's contribution.             <ul style="list-style-type: none"> <li>○ This acknowledgement shall be in both official languages, where possible.</li> </ul> </li> <li>• No later than <u>30 days</u> before the end of the Agreement, the Smoky Lake County will submit to Parks Canada a final narrative project report summarizing the activities conducted and results achieved, and a final financial report detailing all project expenditures incurred for the Project.</li> </ul> <p><b>January 27, 2022</b> - Because the text of the Funding Contribution Agreement was not received in sufficient time before County Council Meeting, the following motion was adopted:</p> <p style="padding-left: 40px;"><b>297-22: Gawalko</b> <i>That Smoky Lake County defer the proposed Parks Canada (PC) Funding Contribution Agreement in an amount totaling forty-five thousand dollars (\$45,000.00), to the next scheduled Council meeting, as Parks Canada has been delayed in providing a copy of the agreement.</i></p> <p><b>February 8, 2022</b> - A revised Agreement was received from Parks Canada by administration, extending the effective date for the Agreement for any costs incurred since January 1, 2022 (Section A.2).</p> <p><b>ATTACHMENTS:</b></p> <ul style="list-style-type: none"> <li>• Proposed Parks Canada (PC) Funding Contribution Agreement GC-1628 ©ATTACHMENT 1</li> </ul>	

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

**Values:** Integrity, Sustainability/Stability, Pride, Fairness, Freedom

**Vision:** Leading the way in positive growth with healthy, sustainable, rural living.

**Mission:** Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

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

**Parks Canada Guiding Principles and Operational Policies, Part II - Activity Policies: Canadian Heritage Rivers Policy**

**BENEFITS**

- Agreement allows 50% matching (inclusive of in-kind, such as claiming of staff-time, etc.)
- Opportunities for leveraging and unlocking of additional grants, etc.
- Natural, land, and river-based tourism development opportunities.
- Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, etc.)
- Enhanced community participation, awareness, pride, and place-making.

**DISADVANTAGES**

- Staff time.

**ALTERNATIVES**

- Take not action/Defer

**FINANCE/BUDGET IMPLICATIONS**

**Operating Costs:** \_\_\_\_\_

**Capital Costs:** \_\_\_\_\_

**Budget Available:** \_\_\_\_\_

**Source of Funds:** \_\_\_\_\_

**Budgeted Costs:** \_\_\_\_\_

**Unbudgeted Costs:** \_\_\_\_\_

**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS**

- **Collaboration with/among:**
  - Indigenous Communities
  - +/- 16 River-adjacent Municipalities
  - Canadian Heritage Rivers System (CHRS) Board
  - Environment & Climate Change Canada (ECCC)
  - Alberta Environment and Parks (AEP)
  - Alberta Culture, Multi-culturalism, & Status of Women
  - North Saskatchewan Watershed Alliance (NSWA)
  - North Saskatchewan River Basin Council (NSRBC)

**COMMUNICATION STRATEGY**

- Website & social media
- Media Release(s)

**RECOMMENDATION**

**That Smoky Lake County execute the proposed Parks Canada (PC) Funding Contribution Agreement GC-1628 in an amount totaling forty-five thousand dollars (\$45,000.00), with the agreement's term to expire on March 31, 2024.**

**CHIEF ADMINISTRATIVE OFFICER**



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

This Contribution Agreement (“Agreement”) made in duplicate on \_\_\_\_\_.

**BETWEEN:** Parks Canada Agency a body corporate established under section 3 of the *Parks Canada Agency Act* (“Parks Canada”) represented by the President and Chief Executive Officer;

**AND:** Smoky Lake County (“the Recipient”), a legal entity having its head office / principal place of business at:  
4612 McDougall Dr.  
PO 310 Smoky Lake, AB, T0A 3C0

**WHEREAS** the Recipient wishes to implement a project or initiative (“Project”) as described in Annex “B”;

**AND WHEREAS** Parks Canada wishes to make a contribution to the Recipient toward the implementation of the Project entitled “North Saskatchewan River (AB) Management Plan for Canadian Heritage River Designation”.

**Therefore,** Parks Canada and the Recipient agree as follows:

#### 1. Purpose and Maximum Amount of Contribution

1.1 Parks Canada hereby makes a contribution to the Recipient (“contribution”) solely for the implementation of the Project in accordance with the terms specified in this Agreement.

1.2 Subject to the terms of this Agreement, Parks Canada agrees to make a contribution to the Recipient of an amount not exceeding \$45,000 over fiscal years 2021-22 to 2023-24 towards the eligible expenditures as described in Annex A of this Agreement.

1.2.1 The maximum amount payable by fiscal year is as follows:

2021-22: \$10,000;  
2022-23: \$25,000; and  
2023-24: \$10,000.

1.2.2 The maximum amount payable by fiscal year may be modified by amending the Contribution Agreement.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### 2. Payment

In consideration of the implementation of the Project and the fulfillment of all of the Recipient's other obligations pursuant to this Agreement, Parks Canada agrees to pay a contribution to the Recipient in accordance with the following:

- 2.1 On or before March 31 of each fiscal year of the project the Recipient shall submit to Parks Canada a request for reimbursement of eligible expenditures incurred, accompanied by financial and narrative reports as described in Annex B. Upon Parks Canada's approval of the reports, Parks Canada will pay the Recipient a sum not exceeding the amount listed in 1.2.1 for the fiscal year. Payment of this amount in fiscal year 2023-24 constitutes the final payment under this Agreement.
- 2.2 All requests for reimbursement should include the Recipient's name and address, the Agreement number and the period covered.

#### 3. Duration

This Agreement comes into effect on the date of signature of both parties. Unless sooner terminated as provided for in the Agreement, the Agreement shall remain in effect until April 30, 2024.

#### 4. Applicable Laws

This Agreement shall be governed by and construed in accordance with the laws in force in the Province of Alberta and the laws of Canada if applicable.

#### 5. Notice or Communication

Any notice, information or document required under this Agreement shall make reference to the title of the Project and be deemed to have been given if it is delivered, sent by facsimile, email or mail (stamped or prepaid). Any notice delivered, sent by facsimile or e-mail shall be deemed to have been received one working day after it is sent. Any notice that is mailed shall be deemed to have been received eight (8) calendar days after it is mailed.

Either Party may change the address shown in this Agreement by informing the other Party of the new address, and such change shall take effect fifteen (15) days after the notice is received.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

All notices must be sent to the following addresses:

To Parks Canada: Ashley Campbell  
Director, Heritage Designations and Programs Branch  
Parks Canada / Government of Canada  
30 Victoria Street (PC-03-M), Gatineau QC J8X 0B3  
[Ashley.Campbell@pc.gc.ca](mailto:Ashley.Campbell@pc.gc.ca)  
819-420-925

To the Recipient: Gene Sobolewski  
Chief Administrative Officer, Smoky Lake Country  
4612 McDougall Dr.  
PO 310 Smoky Lake, AB TOA 3C0  
[cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)  
780-656-3730

#### 6. Public Acknowledgement

In any promotion programs, advertising and publicity for the activities funded under this Agreement, acknowledgement shall be given to Parks Canada in a manner reflecting Canada's contribution. This acknowledgement shall be in both official languages, where possible. Timing and location of recognition events will be agreed to between the two Parties. Parks Canada reserves the right to waive this requirement at its discretion.

The Recipient's name, the amount of the contribution and the general nature of the activities supported may be made publicly available by the Government of Canada.

#### 7. Evaluation

The Recipient will cooperate fully with Parks Canada to provide all required information that may be necessary for the proper conduct of any evaluation of the contribution. The criteria to be used to assess the effectiveness of the contribution relative to its objectives will be determined by Parks Canada.

#### 8. Entire Agreement

This Agreement together with Annexes "A", "B", and the "General Clauses" constitute the entire Agreement between the Parties with respect to the Project and supersede all





## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

previous negotiations and communications and other agreements relating to it, unless they are expressly incorporated by reference.

#### 9. Signatures

Signed on behalf of **Smoky Lake County**:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name: Gene Sobolewski

Title: Chief Administrative Officer,  
Smoky Lake County

Signed on behalf of the **Parks Canada Agency**:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name: Ashley Campbell

Title: Director,  
Heritage Designations and Programs Branch



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### ANNEX A

#### A.1 ESTIMATE OF ELIGIBLE EXPENDITURES

Amount per fiscal year, over 3 years (2021-22 to 2023-24).

Year	Project Activity Breakdown	Parks Canada	Recipient	Project Total
		Dollar Amount	Dollar Amount	Dollar Amount
2021-22	River Study/Management Plan -Launch, Advertising	\$10,000	\$0	\$10,000
2022-23	River Study/Management Plan -consultant fees and reports -Indigenous engagement and public engagement	\$25,000	\$230,000	\$0
2023-24	River Study/Management Plan -wrap-up -final document -printing, etc.	\$10,000	\$0	\$0
	<b>Sub-Total</b>	\$45,000	\$230,000	\$275,000
	<i>Overhead (0%)</i>	-	-	-
	<b>Grand Total</b>	<b>\$45,000</b>	<b>\$230,000</b>	<b>\$275,000</b>

#### A.2 LIST OF ELIGIBLE EXPENDITURES

The following expenditures for the implementation of the Project described in this Agreement are eligible for reimbursement by Parks Canada:

- (A) Remuneration: Rate (per hour, day, month or year) applicable to employees of the Recipient for time spent working on the implementation of the Project. Rates include:
- (i) Direct salaries: actual sums paid to employees for the time directly spent on the implementation of Project activities described in the Agreement and not exceeding the market rates for the specific type of services;
  - (ii) Fringe benefits including paid absences for statutory holidays, annual vacation and sick leave at the rate the paid leave is earned and not at the point of consumption; and
  - (iii) Paid benefits such as the employer's contribution to employment insurance and workers' compensation plans (where applicable), etc. in accordance with the Recipient's policies.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

- (B) Reimbursable expenditures: The following actual and reasonable expenditures directly related to the implementation of the Project:
- (i) Actual cost of subcontractor's fees. Individual rates shall not exceed the market rates that apply to the specific type of service;
  - (ii) Actual and reasonable honoraria costs;
  - (iii) Actual and reasonable travel costs not exceeding the rates permissible under the Treasury Board travel policy;
  - (iv) Actual costs arising from the purchase, rental, maintenance and transportation of goods, equipment, vehicles and supplies;
  - (v) Communication costs, such as telephone, facsimile, mail and messenger services, translation and word processing costs, printing and production costs (such as photocopying, printing, etc.); and
  - (vi) Other actual expenses required to implement the Project as approved in advance by Parks Canada.

The Recipient shall not include profit, directly or indirectly, in the calculation of remuneration or in any other of the costs except when the profit is included in an acceptable subcontractor agreement with a for-profit entity with which the Recipient does not hold any direct or indirect interest.

Parks Canada will not contribute to the indirect costs of the Recipient such as a general administrative or overhead cost applied as a percentage to other project expenses.

Expenditures incurred since January 1, 2022 are eligible for reimbursement.

### **A.3 OTHER SOURCES OF FUNDING FOR THE PROJECT**

In addition to Parks Canada's contribution, the Recipient undertakes to contribute an amount of \$230,000 from its own funds or other sources for the implementation of the Project.

Where the Recipient receives additional funding for the same expenses as referred to above, Parks Canada may at its discretion: (a) reduce the contribution by such amount as it considers appropriate, up to the amount of additional funding received; or (b) if the contribution has already been paid, require repayment of a portion or all of the contribution, as it considers appropriate.

The Recipient shall repay all amounts claimed pursuant to the paragraph above, within the time specified in the notice requesting such repayments. The amounts that the Recipient shall repay pursuant to this paragraph constitute debts to Her Majesty.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### ANNEX B

##### **Project Description**

This contribution supports the development of a management plan for the North Saskatchewan River (Alberta portion). This follows the approval of its nomination as a Canadian Heritage River and will advance the process of the North Saskatchewan River (Alberta portion) being designated as a Canadian Heritage River.

##### **Background**

This is the second agreement with this recipient. The first agreement was for \$5,000 to advance the nomination of the North Saskatchewan River (AB) as a Canadian Heritage River.

##### **Parks Canada Agency Result Supported by this Project**

Canada's cultural heritage is protected for present and future generations.

##### **Expected Results**

- 1) Preparation of a management plan for the Alberta portion of the North Saskatchewan River as prescribed by the Canadian Heritage Rivers Board. The management plan should follow the *Policies, Procedures and Operational Guidelines* of the CHRS program [found here](#).
- 2) Submitting of a final management plan to the Canadian Heritage River Board to support the designation of the North Saskatchewan River (AB) as part of the Canadian Heritage Rivers System.

##### **Key Activities**

- Advertise River Study/Management Plan activities to inform and engage community.
- Hire consultant to conduct study and produce reports.
- Host Indigenous engagement and public engagement sessions.
- Publish, print and distribute report.

##### **Reporting**

No later than 30 days before the end of the Agreement, the Recipient will submit to Parks Canada a final narrative project report summarizing the activities conducted and results achieved, and a final financial report detailing all project expenditures incurred for the Project.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### GENERAL CLAUSES

The “General Clauses” shall form an integral part of this Agreement.

#### 1. DEFINITIONS

- 1.1 “Agreement” means the Contribution Agreement; the “General Clauses” and such amendments and appendices which are or may be expressed to form part of the Agreement;
- 1.2 “Recipient” means the organization or person receiving the contribution and being responsible for the performance and administration of the Agreement;
- 1.3 “Financial Audit” means any examination of the accounts and records of a “Recipient” or other information deemed necessary in the circumstances;
- 1.4 “Fiscal Year” refers to the fiscal year of the Government of Canada spanning April 1 of one year until March 31 the following year.

#### 2. REPRESENTATIONS BY THE RECIPIENT

- 2.1 The Recipient represents:
  - 2.1.1 that it has the capacity and authority to enter into this Agreement to carry out the Project and that it knows of no reason, fact or event, current, imminent or probable, that would diminish this capacity and authority;
  - 2.1.2 that payments to the Recipient by way of advance payments are essential for the timely carrying out of the Project;
  - 2.1.3 that it is in compliance with the laws that govern it;
  - 2.1.4 that it has no interest, pecuniary or otherwise, in any business matter that would put it in an actual or apparent conflict of interest in carrying out the Project.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### 3 AMENDMENTS

- 3.1 This Agreement may be amended by the mutual written consent of the Parties. To be valid, any amendment to this Agreement shall be in writing and signed by the Parties within the duration of the Agreement.

#### 4 ADVANCE PAYMENTS

- 4.1 Where the terms of the Agreement permit advance payments to be made, such advance payments shall be considered debts owed to Canada until such time as the Recipient has accounted for the said advance payments in accordance with the terms of the Agreement and to Parks Canada's satisfaction.
- 4.2 Advance payments made under this Agreement shall be deposited in an interest-bearing bank account of a commercial banking establishment and accounted for separately by the Recipient. Interest on outstanding balances will be calculated and compounded monthly in accordance with the Treasury Board *Interest and Administrative Charges Regulations*. Any interest accumulated by the Recipient is to be used for activities related to the achievement of project results or be subtracted from the maximum amount payable under this Agreement.

#### 5 OVERPAYMENT

- 5.1 In the event that payments made to the Recipient under this Agreement exceed the amount thereof required or expended by the Recipient in accordance with this Agreement, any such surplus is payable forthwith to Parks Canada. Where any surplus payable has not been repaid,
- 5.1.1 an amount equal to the surplus may be retained by way of deduction from or set-off against any sum of money that may be due or payable to the Recipient; or
- 5.1.2 the Recipient shall repay all amounts claimed pursuant to paragraph 5.1, within the time specified in the notice requesting such repayments. The amounts that the Recipient shall repay pursuant to paragraph 5.1 constitute debts to Her Majesty. The Recipient shall issue repayment cheques to the Receiver General of Canada and forward them to Parks Canada. Interest



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

will be charged on all overdue repayments in accordance with the Treasury Board *Interest and Administrative Charges Regulations*.

#### 6 DISPOSAL OF ASSETS

6.1. The Recipient agrees that, at the end of the Project or upon termination of this Agreement if earlier, and if directed to do so by Parks Canada, any capital assets that have been preserved by the Recipient shall be:

6.1.1 sold at fair market value and the funds realized from such a sale applied to the eligible expenditures of the Project to offset its contribution to the eligible costs of the Project;

6.1.2 turned over to another organization or person designated or approved by Parks Canada; or

6.1.3 disposed of in such other manner as may be determined by Parks Canada.

6.2 Any intellectual property created as a result of this Project will remain the property of the Recipient.

#### 7 MEMBERS OF THE SENATE OR THE HOUSE OF COMMONS

7.1 No member of the Senate or the House of Commons shall be admitted to any share or part of the Agreement, or to any benefit arising from it, that is not otherwise available to the general public.

#### 8 ASSIGNMENT

8.1 The Recipient shall not assign this Agreement or any part thereof or any payments to be made thereunder without the written permission of Parks Canada, but nothing shall preclude the Recipient from enlisting the assistance of others in carrying out the obligations under this Agreement.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### 9 RELATIONSHIP

- 9.1 The Parties acknowledge that no principal-agent, employer-employee, partnership or joint venture relationship is created by virtue of this Agreement. The Recipient will not represent itself as an agent, employee or partner of the Crown, including in any agreement with a third party.

#### 10 CERTIFICATION - CONTINGENCY FEES

- 10.1 The Recipient certifies that it has not directly or indirectly paid or agreed to pay any covenants that it will not directly or indirectly pay a contingency fee for the solicitation, negotiation or obtaining of this Agreement to any person other than an employee acting in the normal course of the employee's duties. All accounts and records pertaining to payments of fees or other compensation for the solicitation, obtaining or negotiation of the Agreement shall be subject to the Accounts and Audit provisions of the Agreement.
- 10.2 If the Recipient certifies falsely under this section or is in default of the obligations contained therein, Parks Canada may either terminate this Agreement for default as per the provisions of the Agreement or recover from the Recipient by way of reduction to the contribution or otherwise the full amount of the contingency fee.

#### 11 APPLICABLE LEGISLATION

- 11.1 The Recipient shall ensure that the activities or programs will be conducted in compliance with applicable laws.
- 11.2 The Recipient agrees to comply with the spirit and intent of the *Employment Equity Act* and the *Canadian Multiculturalism Act*.
- 11.3 The Recipient agrees to comply with the spirit and intent of Part VII of the *Official Languages Act* of Canada.
- 11.4 The Recipient shall ensure that the Recipient or any person lobbying on behalf of the Recipient to obtain funding is in compliance with the *Lobbying Act*.





## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

- 11.5 The Recipient shall meet any applicable requirements of the *Impact Assessment Act*.
- 11.6 The Recipient shall ensure that any information which may be brought to the attention of the Recipient and its employees or agents will be dealt with according to the provisions of the *Privacy Act*.

## 12 CONFIDENTIALITY

- 12.1 The Recipient shall ensure that any information of a confidential nature, relating to the affairs of Parks Canada, or Her Majesty, to which the Recipient or its officers, servants or agents become privy, shall be treated as confidential and shall not disclose such information to third parties without obtaining the prior written consent of Parks Canada.

## 13 CONFLICT OF INTEREST

- 13.1 The Recipient confirms that no current or former federal public servant or public office holder to whom the *Conflict of Interest Act*, *Conflict of Interest and Post-Employment Code for Public Office Holders* or *The Values and Ethics Code for the Public Service* applies shall derive direct benefit from this Agreement, unless the provision or receipt of such benefits is in compliance with such legislation and codes.
- 13.2 The Recipient shall at no time during the duration of this Agreement pursue interests that are inconsistent with the interests served by this Agreement.

## 14 OBLIGATIONS OF THE RECIPIENT

- 14.1 During the term of this Agreement the Recipient shall:
  - 14.1.1 take all necessary action to maintain itself in good standing, to preserve its legal capacity and to inform Parks Canada without delay of any failure to do so;
  - 14.1.2 complete the Project and take all necessary action to carry it out successfully within the limits and the agreed budget in accordance with good business practice and using qualified staff;



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

- 14.1.3 disclose to Parks Canada, without delay, any fact or event that would or might compromise the Project's chance of success or its ability to carry out any of the terms and conditions of this Agreement, either immediately or in the long term, including, but not limited to, pending or potential lawsuits and audits;
  - 14.1.4 in the acquisition of assets and the letting of service contracts for the execution of the Project, the Recipient shall call upon professionals, merchants and subcontractors to the extent that they are competitive and available; and
  - 14.1.5 declare any amounts owing to the federal government under legislation or contribution agreements and recognize that amounts due to the Recipient may be set-off against amounts owing to the government.
- 14.2 The Recipient agrees to give access to Parks Canada and/or its representatives as well as to representatives of the Auditor General of Canada to visit the premises or site where the activities funded under this Agreement are being carried out and to review documents for the purpose of conducting an audit or monitoring compliance with the Agreement.

## 15 LIABILITY

- 15.1 Her Majesty the Queen in Right of Canada and Parks Canada, their officers, employees or agents, shall not be liable for any injury or death caused to the person of any agent, official or employee of the Recipient or for loss or damage to property or the same, unless resulting from a negligence of an officer, employee or agent of Parks Canada or of the Government of Canada in the exercise of their office.

## 16 INDEMNIFICATION

- 16.1 The Recipient agrees to indemnify and save harmless Her Majesty the Queen in Right of Canada and Parks Canada, their officers and agents from and against all claims, damages, loss, costs and expenses (including reasonable legal fees) which they or any of them may at any time incur or suffer as a result or arising directly or indirectly out of the carrying out of this Agreement, except to the extent caused by a breach of duty on the part of Parks Canada, its officers, employees or agents.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

- 16.2 Further, the Recipient agrees to indemnify and save harmless Her Majesty and Parks Canada, their officers, employees and agents for any deficit incurred by the Recipient during the term of this Agreement.

## 17 DEFAULT AND REMEDIES

- 17.1 The following constitute events of default:

- 17.1.1 the Recipient becomes bankrupt or insolvent or is placed in receivership or takes the benefit of any statute relating to bankrupt and insolvent debtors;
- 17.1.2 an order is made or a resolution passed for the winding-up of the Recipient or the Recipient is dissolved, or the Recipient dies;
- 17.1.3 if in Parks Canada's opinion, there is a change in risk which would jeopardize the successes of the Project;
- 17.1.4 the Recipient, either directly or through its representatives, makes or has made a false or misleading statement to Parks Canada;
- 17.1.5 in Parks Canada's opinion, a term or condition or a commitment provided for in the Agreement has not been respected;
- 17.1.6 the Recipient is no longer eligible under the "Eligibility Criteria" of the Program.

- 17.2 Where there is an event of default or where, in Parks Canada's opinion, there is likely to be a default under this Agreement, Parks Canada may avail itself of one or more of the following remedies:

- 17.2.1 reduce the level of the contribution and inform the Recipient accordingly;
- 17.2.2 suspend any payment of the contribution, either with respect to sums already owing or future payments;
- 17.2.3 rescind this Agreement and immediately terminate any financial obligation arising out of it;



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

- 17.2.4 by written demand, require any guarantee or security from the Recipient that Parks Canada considers appropriate within a set time limit;
- 17.2.5 by written demand, require repayment of amounts already paid which were spent contrary to the terms of the Agreement; the amount claimed becoming a debt owing to the Crown as soon as the demand is made on the Recipient. The Recipient shall immediately comply with such a written demand.
- 17.3 The fact that Parks Canada refrains from exercising a remedy it is entitled to exercise under this Agreement shall not be considered to be a waiver of such right and, furthermore, partial or limited exercise of a right conferred on it shall not prevent it in any way from later exercising any other right or remedy under this Agreement or other applicable law.

## 18 DISPUTE RESOLUTION

- 18.1 In the event of a dispute arising under the terms of this Agreement, the Parties agree to make a good faith attempt to settle the dispute. In the event that the Parties could not resolve the dispute through negotiation, they agree to submit to mediation. The Parties will bear the costs of mediation equally.

## 19 ACCOUNTS, FINANCIAL STATEMENTS AND OTHER DOCUMENTS

- 19.1 The Recipient agrees to keep proper accounts and records of the revenues and expenditures for the subject matter of the Agreement, including all invoices, receipts and vouchers relating thereto. The Recipient will provide financial statements and other documents stipulated in the Agreement and as required from time to time by Parks Canada, and shall conduct its financial affairs according to generally accepted accounting principles and practices. For the purposes of this Agreement, the Recipient will keep all financial accounts and vouchers and other records for a period of at least seven years after the expiry of the Agreement.
- 19.2 The Recipient shall ensure that all costs for the implementation of the Project include, where applicable, the GST, HST and provincial sales tax that the Recipient shall pay on all goods and services, less any credits or reimbursements to which it is entitled.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

#### **20 AUDIT**

20.1 Parks Canada and/or the Auditor General of Canada reserves the right to audit or cause to have audited the accounts and records of the Recipient to ensure compliance with the terms and obligations of the Agreement, and the Recipient shall make available to such auditors any records, documents and information that the auditors may require. The scope, coverage and timing of such audit shall be as determined by Parks Canada and/or the Auditor General of Canada and if conducted may be carried out by employees of Parks Canada, the Auditor General of Canada or its agent(s).

#### **21 AUDIT RESULTS**

21.1 Parks Canada agrees to inform the Recipient of the financial results of any audit, and to pay to the Recipient as soon as possible after the completion of the audit any monies that the audit may show to be then due and owing to the Recipient. The Recipient agrees to pay to Parks Canada, on being informed of the results of such audit, any monies which the audit may show to be then due and owing to Parks Canada.

#### **22 APPROPRIATION**

22.1 The payment of any money under this Agreement is subject to there being an appropriation by Parliament for the fiscal year in which the payment is to be made. Parks Canada may also cancel or reduce the contribution amount in the event that the Agency's funding levels are reduced by Parliament.

#### **23 TERMINATION**

23.1 Parks Canada reserves the right to terminate this Agreement for convenience, without cause or due to the default of the Recipient.

23.2 The Recipient may terminate this Agreement at any time prior to receiving any part of the contribution by giving written notice of termination to Parks Canada, in which case the parties shall be relieved of all obligations under the Agreement, and in particular and without affecting the generality, Parks Canada shall have no obligation to pay to the Recipient the contribution or any part thereof.



## CONTRIBUTION AGREEMENT – GC-1628

### Parks Canada General Class Contributions Program

23.3 Where the Recipient has received payment of part of the contribution, it may give notice in writing to Parks Canada that it does not wish to receive further payment of the contribution, in which case the Agreement shall remain in effect with regard to the reporting and audit requirements for the portion of the contribution already received.

#### **24 SURVIVAL OF TERMS**

24.1 All obligations of the Recipient (or of the Parties) herein, including, without limitation, clause 7, Annex A.3, and General Clauses 5,12,15,16,19, 20, 21 and 24 shall, expressly or by their nature, survive termination or expiry of this Agreement, until or unless they are fulfilled or by their nature expire.

<b>REQUEST FOR DECISION</b>		DATE	February 24, 2022	<b>4.2</b>
TOPIC	<b>Sale of County-Owned Lands – Plan 5225CL; Block OT (Former Waskatenau Nuisance Grounds)</b>			
PROPOSAL	To finalize the sale of the former Waskatenau Nuisance Ground, legally described as Plan 5225CL; OT and dispose of the lands.			
BACKGROUND	<p>On January 5, 2022, an expression of interest was received from 1986215 Alberta Ltd. (Golden Galaxy Development), to purchase land owned by Smoky Lake County, legally described as: Plan 5225CL; Block OT, (Roll #19591614), in the amount of <b>\$53,750.00 (\$51,000.00 + \$2,550.00 GST)</b>. Golden Galaxy Developments intends to develop a “highway travel center” which would include various commercial uses to serve highway travelers and the local community. © <b>Attachment 1</b></p> <p><b><u>January 27, 2022 – Smoky Lake County Council Meeting</u></b>  <b>Motion #298-22</b> “That Smoky Lake County accept the Expression of Interest to purchase the lands legally described as Plan 5225CL; Block OT, in the amount of \$51,000.00 (+ \$2,550.00 GST), made by 1986215 Alberta Ltd., dated January 5, 2022, and execute an Agreement to Purchase, in accordance with Policy No. 61-10: Disposition of County Owned Property, and to cause all necessary documents to affect the transfer to be registered with the Alberta Land Titles Office.”</p> <p>The Planning and Development Department has worked in conjunction with the County’s legal counsel to prepare a Sale and Construction Agreement between Smoky Lake County and 1986215 Alberta Ltd. In addition to standard provisions pertaining to transferring land, the Agreement contains provisions that pertain to the period between the execution of the Agreement and the registration of the transfer of land with Land Titles. A copy of said Agreement is attached for reference. © <b>Attachment 2</b></p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p><b>Values:</b> Integrity, Sustainability/Stability, Pride, Fairness, Freedom  <b>Vision:</b> Leading the way in positive growth with healthy, sustainable, rural living.  <b>Mission:</b> Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><b><u>MGA Sections</u></b></p> <p><b><u>Section 70: Disposal of land</u></b>  (1) If a municipality proposes to transfer or grant an estate or interest in  (a) land for less than its market value, or  (b) a public park or recreation or exhibition grounds, the proposal must be advertised.</p> <p>(2) The proposal does not have to be advertised if the estate or interest is  (a) to be used for the purposes of supplying a public utility,  (b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or  (c) to be used by a non-profit organization as defined in Section 241(f).</p> <p><b><u>Section 419: Reserve bid and conditions of sale</u></b>  The council must set</p>			

- (a) for each parcel of land to be offered for sale at a *public auction*, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (c) any conditions that apply to the sale.

**Section 425: Right to dispose of parcel**

(1) A municipality that becomes the owner of a parcel of land pursuant to section 424 may dispose of the parcel

- (a) by selling it at a price that is as close as reasonably possible to the market value of the parcel, or
- (b) by depositing in the account referred to in section 427(1)(a) an amount of money equal to the price at which the municipality would be willing to sell the parcel under clause (a)

(2) The municipality may grant a lease, license or permit in respect to the parcel.

(3) Repealed 1995 c24 s65.

(4) If a parcel of land is disposed of under subsection (1), the municipality must request the Registrar to delete the words "Tax Forfeiture" from the certificate of title issued in the name of the municipality for that parcel.

**Section 427: Separate account for sale proceeds**

(1) The money paid for a parcel of land at a public auction or pursuant to section 425

- (a) must be deposited by the municipality in an account that is established solely for the purpose of depositing money from the sale or disposition of land under this Division, and
- (b) must be paid out in accordance with this section and section 428.

(2) The following must be paid first and in the following order:

- (a) any remedial costs relating to the parcel;
- (a.1) the tax arrears in respect of the parcel;
- (b) any lawful expenses of the municipality in respect of the parcel;
- (c) any expenses owing to the Crown that have been charged against the parcel of land under section 553;
- (d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.

(3) If there is any money remaining after payment of the tax arrears and costs listed in subsection (2), the municipality must notify the previous owner that there is money remaining.

(3.1) Subject to subsection (3.3), if the municipality is satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality may pay the money remaining to the previous owner.

(3.2) If the municipality is not satisfied that there are not debts that are secured by an encumbrance on the certificate of title for the parcel of



	<p>land, the municipality must notify the previous owner that an application has been made under section 428(1) to recover all or part of the money.</p> <p>(3.3) For the purpose of this Division, “previous owner” includes the Crown in right of Alberta if the municipality has been notified by the Minister responsible for the <i>Unclaimed Personal Property and Vested Property Act</i> that the land has vested in the Crown, and any money remaining after payment of the tax arrears and costs set out in subsection (2) must be paid to the Minister responsible for the <i>Unclaimed Personal Property and Vested Property Act</i>.</p> <p>(4) Money paid to a municipality under a lease, license or permit granted under section 425(2) must be placed in the account referred to in subsection (1) and distributed in accordance with this section and section 428.</p> <p><b><u>Section 428: Distribution of surplus sale proceeds</u></b></p> <p>(1) A person may apply to the Court of Queen’s Bench for an order declaring that the person is entitled to a part of the money in the account referred to in section 427(1).</p> <p>(2) An application under this section must be made within 10 years after</p> <ul style="list-style-type: none"> <li>(a) the date of the public auction, if the parcel was sold at a public auction, or</li> <li>(b) the date of a sale under section 425, if the parcel was sold at a sale under that section.</li> </ul> <p>(3) The Court must decide if notice must be given to any person other than the applicant and in that event the hearing must be adjourned to allow notice to be given.</p> <p>(4) In making an order, the Court must have regard to the priorities in which sale proceeds are distributed in a foreclosure action.</p>
BENEFITS	<p>County will:</p> <ul style="list-style-type: none"> <li>• accommodate prospective land owners/developers;</li> <li>• start to generate some tax revenue from future development;</li> <li>• dispose of land not required for municipal use; and</li> <li>• reduce public liability of the abandoned land.</li> </ul> <p>Reasons to sell the lands:</p> <ul style="list-style-type: none"> <li>• The longer that the County holds on to the property may make it harder to sell in the future.</li> <li>• The County has not collected any taxes on the property since 2016.</li> </ul>
DISADVANTAGES	Nil.
ALTERNATIVES	<ul style="list-style-type: none"> <li>• Council may choose not to sell the property in question and decline the expression of interest to purchase the property.</li> </ul>
FINANCE/BUDGET IMPLICATIONS	
<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b> _____	<b>Unbudgeted Costs:</b> _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Nil.
COMMUNICATION STRATEGY	If Council decides to advertise that Expressions of Interest to purchase said lands have been made, the Planning and Development Manager will advertise notice in the Redwater Review for a period of two (2) consecutive

weeks, and will also cause notice to be posted to the County's website.

RECOMMENDATION

**Recommendation:**

**That Smoky Lake County execute the Sales and Construction Agreement with 1986215 Alberta Ltd., subject to the terms and conditions of said Agreement, and in the amount of \$53,750.00 (\$51,000.00 + \$2,550.00 GST).**

CHIEF ADMINISTRATIVE OFFICER

Section 61

Policy: 10-01

**SCHEDULE A – EXPRESSION OF INTEREST FORM**

**ATTENTION: PLANNING AND DEVELOPMENT MANAGER  
 EXPRESSION OF INTEREST  
 TO PURCHASE PROPERTY FROM SMOKY LAKE COUNTY**

The information below is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information regarding a desire to purchase property owned by Smoky Lake County prior to negotiation of a formal agreement of purchase and sale. The completion and submission of the Expression of Interest in no way obligates the applicant to purchase the property in question and is not in any way binding upon Smoky Lake County. The Expression of Interest is for information purposes only.

Expressions of Interest will not be reviewed until after any stated deadline date. Where no deadline date is stated, expressions of Interest will be reviewed as received. Smoky Lake County reserves the right to negotiate with only those parties that Smoky Lake County so determines in its sole discretion.

**Contact information**

*Required fields marked with asterisk (\*)*

Date*	5/01/2022
Interested Purchaser's Name*	1986215 Alberta Ltd / and/or Nominee
Organization (if applicable)	N/A
Phone Number*	
E-mail address	
Mailing Address*	

Section 61

Policy 10-01

Description of proposed development, including specific uses anticipated for the site (for information purposes only):

Highway Travel Center

Realtor Name and Address (if applicable): \_\_\_\_\_

Legal Description of property requesting to purchase

Lot:	Block:	Plan:	5225 CLOT	
Pt. SE	Sec. 16	Township S9	Range 19	W4M
Size: 2.63 ACRES	Location/Area: NORTH OF WASKATENAU/HIGHWAY 28			

What sale price are you prepared to pay?

Sale Price	\$ 51000.00 (Please indicate specific dollar amount)
Deposit (to be submitted with this form)	\$200.00 DEPOSIT RECEIVED JANUARY 5, 2022 RECEIPT # 0331160
Total Price (before GST)	\$ 51200.00
GST (on sale price and deposit)	\$ 2560.00
Balance Due at Closing	\$ 53760.00

Closing Date

What is your preferred date to complete the transaction, take possession and have any adjustments made?

YYYY: 2022 MM: 05 DD: 05

This information is collected under the authority of section 33 (c) of the Freedom of Information and Protection of Privacy Act and for the purpose of property sale transactions with Smoky Lake County. It is protected by the privacy provisions of the Freedom of Information Act.

THIS AGREEMENT dated this \_\_\_\_ day of \_\_\_\_\_, 2022.

**BETWEEN:**

**SMOKY LAKE COUNTY**  
(the "Vendor")

- and -

**1986215 ALBERTA LTD**  
(the "Purchaser")

**SALE & CONSTRUCTION AGREEMENT**

**WHEREAS:**

- A. The Vendor wishes to sell the Lands; and
- B. The Purchaser wishes to purchase the Lands in accordance with the terms and conditions contained herein.

THIS AGREEMENT WITNESSES that in consideration of the mutual covenants and agreements herein contained, the parties hereby covenant and agree as follows:

**DEFINITIONS**

1. In this Agreement, the following words shall be defined as follows:
- (a) "Closing Date" means \_\_\_\_\_ unless otherwise agreed to in writing by the parties;
  - (b) "Construction License" means that license between the Vendor as grantor and the Purchaser, as grantee, attached hereto as **Schedule "C"**;
  - (c) "Development" means the construction of a \_\_\_\_\_ constructed in accordance with all applicable building permits, development permits, development agreements, by-laws, regulations, building and safety codes, and restrictions affecting the Lands and the Development;
  - (d) "Goods and Services Tax" means the Goods and Services Tax payable by the Purchaser to the Vendor pursuant to the *Excise Tax Act*, subject to the terms of this Agreement;
  - (e) "Lands" means those lands legally described within **Schedule "A"** attached hereto
  - (f) "Option Agreement" means that agreement set forth in **Schedule "B"** attached hereto;
  - (g) "Permitted Encumbrances" means those encumbrances described in **Schedule "A"** attached hereto including, without restriction, the caveat respecting the Option Agreement as contemplated within this Agreement;
  - (h) "Purchase Price" means the sum of **\$51,200.00 plus Goods and Services Tax**; and

**PURCHASE AND SALE**

2. The Purchaser hereby agrees to purchase the Lands subject only to the Permitted Encumbrances, and free and clear of all tenancies, for the Purchase Price and the Vendor hereby agrees to sell the Lands to the Purchaser in accordance with the terms and conditions hereinafter set out.

3. The Purchase Price plus Goods and Services Tax shall be paid upon execution of this Agreement by the parties.

4. Upon payment of the Purchase Price, and the satisfaction of all other terms, covenants and conditions contained within this Agreement, the Purchaser shall be given possession of the Lands at 12:00 noon on the Closing Date. If the Vendor agrees to accept late payment of the Purchase Price, the Purchaser shall pay interest at the prime rate of the Alberta Treasury Branches plus 4% to the Vendor calculated daily from and including the Closing Date to but excluding the day that the Purchase Price is paid in full. Payment received after 12:00 noon on any day will be payment as of the next business day which is deemed to mean a day when both the Land Titles Office and the chartered banks are open for business.

5. The Lands shall be and remain at the risk of the Vendor until the Purchaser has been granted possession of the Lands pursuant to **Section 4** of this Agreement, subject to the Construction License.

6. The Vendor or Vendor's solicitor shall provide the Purchaser or Purchaser's solicitor with a registrable transfer of land and any other documentation reasonably required to give effect to the terms hereof within a reasonable amount of time, prior to the Closing Date on reasonable trust conditions which will allow the transaction to close in accordance with the terms hereof including, without restriction, the registration of mortgage security documentation, if any, and the requirement to register the Vendor's Caveat respecting the Option Agreement and the development agreement, if applicable. In the event that the Vendor does not provide the Purchaser's solicitor with the said Transfer of Land and other documentation in sufficient time to allow for registration on or before the Closing Date, then the Purchaser shall be released from the payment of interest pursuant to **Section 5** of this Agreement until the Purchaser has had a reasonable amount of time within which to obtain registration.

7. The Purchaser and the Vendor hereby represent, warrant, covenant and agrees as follows:

- (a) the Vendor has not provided any representations, warranties, promises or collateral agreements whatsoever respecting the condition or quality of the Lands and any structures or improvements located thereon (including, without restriction, the presence or absence of hazardous substances or contamination, the area of the Lands, or the compliance of any structures or improvements with municipal bylaws or any other laws);
- (b) the Purchaser is purchasing the Lands "as is, where is" basis, without recourse to the Vendor, in reliance upon its own due diligence investigations, and shall assume responsibility for all environmental obligations and liabilities and all abandonment and restoration costs attributable to the Lands;
- (c) the Purchaser shall be solely liable for and indemnify Vendor against any claims, demands, actions, causes of action, damages, losses, costs (including legal costs on a solicitor/client full indemnity basis), liabilities, fines or expenses suffered by Vendor or which it may sustain, pay or incur as a result of any act, omission, matter or thing for which a claim is made on or after the Closing Date in connection with all environmental obligations and liabilities and all abandonment, reclamation, remediation and restoration costs relating to the Lands whether they arise as a result of the creation of a condition within or upon the Lands before or after the Closing Date;
- (d) the Purchaser's assumption of responsibility for the future abandonment, reclamation, remediation and restoration costs, and environmental liabilities or responsibilities associated with the Lands generally, and Vendor's release of responsibility therefor or therefrom, was accounted for in determining the Purchase Price.
- (e) the Purchaser acknowledges that the Purchaser is fully aware of the current state, quality and condition of the Lands and confirm the following:

- (i) The Vendor has provided the Purchaser with copies of the Phase I Environmental Site Assessment, dated April, 2016, and prepared by Associated Environmental Consultants Inc.; the Phase II Environmental Site Assessment, dated October 15, 2018, and prepared by Action Land & Environmental Services Ltd.; the Groundwater Monitoring Report, dated January 24, 2019, and prepared by Action Land & Environmental Services Ltd.; the Groundwater Monitoring Report, dated July 15, 2021, and prepared by Action Land & Environmental Services Ltd.; and the Remediation Report, dated July 15, 2021, and prepared by Action Land & Environmental Services Ltd. and that the Vendor and the Purchaser agree and acknowledge that the reclamation and remediation work conducted pursuant to these documents does not preclude the possibility of contaminating or hazardous substances remaining present on the Lands.
- (ii) The Purchaser acknowledges that the Lands are subject to a 300 metre development setback, due to the Lands being formerly used as a nuisance grounds, and therefore being considered as a “non-operating landfill” pursuant to Section 13(3)(b) of the Subdivision and Development Regulation, AR 42/2002, as amended. Furthermore, the Purchaser acknowledges that pursuant to Section 13(3) and Section 13(5), the Development Authority for Smoky Lake County is not authorized to issue a development Permit for a school, hospital, food establishment or a residence, without written consent from the Deputy Minister of Alberta Environment and Parks, and that there is no guarantee that said written consent will be provided.
- (iii) and the Purchaser has had access to all documents and materials relating to environmental or any other quality or condition matters relating to the Lands through review of documents, site inspections, and consultation and/or discussions with relevant parties;
- (f) the Purchaser hereby waives any and all rights, remedies, claims and/or causes of action which the Purchaser may have or ever had in contract, tort, or pursuant to any statute, as against the Vendor in respect the quality or condition of all or any portion of the Lands, as well as all or any portion of the conditions or issues impacting the Lands which are revealed by or otherwise contemplated within any of the foregoing, and forever discharges and releases the Vendor from any and all liabilities, obligations and responsibilities in relation thereto.

8. Vendor has not provided any representations, warranties, promises or collateral agreements with respect to:

- (a) the acreage or area of the Lands, and that the Purchase Price shall be paid by the Purchaser regardless of the actual acreage or area of the Lands;
- (b) any approval of or consent to any proposed subdivision, use or development of the Lands;
- (c) the current servicing of the Lands, nor whether or not the Lands are currently serviced with any municipal or other services; and
- (d) the suitability of the Lands for the Purchaser's intended use and development, or the Lands' current or future compliance with laws, bylaws, regulations or codes applicable to the Lands;

and in all respects the Purchaser has relied upon its own due diligence investigations respecting the Lands, and its proposed use and development, and further the Purchaser shall be responsible for the installation of all new utility services to the Lands, and all costs related thereto. Without restricting any of the foregoing, the Purchaser covenants and agrees that it shall accept, and be responsible for, any and all latent and patent defects which may affect the Lands (regardless of representations and disclosures by the Vendor, or lack thereof), and waives all present and future claims or causes of action in contract or in tort in relation to all or any of the foregoing.

9. Upon the Vendor's prior written approval, acting reasonably, as to the nature, extent and scope of proposed access and testing, the Purchaser and its authorized representatives shall be permitted reasonable access to the Lands for the purpose of making soils, ground-water, environmental or other non-destructive testing,

investigations, measurements or surveys in, on or below the Lands which the Purchaser in its sole discretion deems necessary. The Purchaser shall do such testing and investigations at its own expense and at its own risk and, in the event the transaction contemplated by this Agreement does not close, shall return the Lands substantially the state in which it was before the commencement of such action. The Purchaser shall completely indemnify the Vendor against any and all damages or claims arising from the Purchaser's activities on the Lands under this Clause.

10. Notwithstanding anything contained within this Agreement, the Purchaser shall promptly apply for and obtain all permits, licenses, and approvals relating to the Lands and the construction of the Development when required by any law, by-law, regulation, or code affecting the Lands and the Development. In this regard, nothing contained within this Agreement shall be interpreted in such a manner so as to constitute a consent to, or approval of, or a representation, warranty or covenant by, the Vendor with respect to any proposed use, subdivision or development of the Lands, nor an obligation on the part of the Vendor to consent to or approve any proposed use, subdivision or development of the Lands.

### CONSTRUCTION OF DEVELOPMENT & OPTION

11. **The Purchaser acknowledges that as part of the consideration of the Vendor's agreement to sell the Lands to the Purchaser the Purchaser shall commence the construction of the Development to the point of excavation and completion of the foundation for the Development within \_\_\_\_\_ (\_\_\_) months of the Closing Date, and complete the construction of the Development to the point of reaching substantial performance, as that term is defined within the *Builders' Lien Act*, R.S.A. 2000, Chap. B-7, as amended, within \_\_\_\_\_ (\_\_\_) months of the Closing Date, in accordance with all applicable building permits, development permits, by-laws, regulations, building and safety codes, and restrictions affecting the Lands and the Development. The Purchaser further acknowledges, covenants and agrees that if the Purchaser fails to satisfy the requirements prescribed above, the Vendor shall have the option to repurchase the Lands for the sum equal to \$\_\_\_\_\_, subject to adjustments in accordance with the Option Agreement attached hereto as Schedule "B". Concurrently with this Agreement, the Purchaser shall execute and deliver the Option Agreement to the Vendor, and the Vendor shall be entitled to register the Option Agreement against title to the Lands by way of caveat.**

12. In addition to the Purchaser's agreement set forth in **Section 11** above, and in furtherance of that agreement, the Purchaser covenants and agrees that it shall not sell, transfer or lease the Lands to any third party without first commencing and completing the construction of the Development in accordance with all applicable building permits, development permits, development agreements, by-laws, regulations, building and safety codes, and restrictions affecting the Lands and the Development. **The Purchaser further acknowledges that Vendor shall also have the option to repurchase the Lands in accordance with the Option Agreement attached hereto as Schedule "B", in the event that the Purchaser sells, transfer or lease, or purports to sell, transfer of lease, the Lands prior to commencement and completion of the Development as required within this Agreement.**

13. The Purchaser shall be responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property and for any other costs associated with the sale. Furthermore, pursuant to Section 3.4.4 of Smoky Lake County Bylaw No. 1304-17: Village of Waskatenau & Smoky Lake County Intermunicipal Development Plan, the purchaser acknowledges that any new commercial development proposed for the Lands shall be connected to municipal piped sanitary sewer and water services. In the event of a commercial development being proposed for the Lands, a separate agreement shall be entered into between the Purchaser and the Village of Waskatenau to facilitate this requirement.

### GENERAL

14. The Purchase Price does not include Goods and Services Tax ("G.S.T.") which shall be payable by the Purchaser to the Vendor on the Closing Date. If the Purchaser is properly registered for the purposes of the Goods and Services Tax pursuant to the *Excise Tax Act* of Canada, and prior to the Closing Date the Purchaser has provided to the Vendor (in a form satisfactory to the Vendor) confirmation of a G.S.T. registration number, confirmation that the Purchaser is such a registrant, and a covenant by the Purchaser to indemnify the Vendor with respect to any and all costs relating to the G.S.T. payable with respect to this transaction, G.S.T. shall not be payable on the Closing Date. However, the Purchaser shall be responsible for filing all reports or documentation necessary



in order to satisfy the requirements of Section 228(4) of the *Excise Tax Act*, including the remittance of any G.S.T. payable by the Purchaser.

15. The Purchase Price does not include off-site levies, redevelopment levies, local improvement levies (other than adjustment as to current year local improvement levy), recreation facility contributions, or other levies or contributions applicable to or payable in respect of the Lands, which levies and contributions shall be paid by the Purchaser as and when required by the applicable statutory authority or bylaw.

16. All normal conveyancing and other closing documents shall be prepared by the Vendor at the Vendor's expense. The Purchaser shall be responsible for all of costs relating to the preparation of any new mortgage, and for all land titles registration fees with respect to the registration of the transfer of land and new mortgage, if any.

17. The Vendor represents and warrants that it is not a non-resident within the meaning of the *Income Tax Act* of Canada, nor is it an agent or a trust for any person with an interest in the Lands who is a non-resident.

18. Any notices to be given pursuant to this Agreement shall be in writing and shall be given and deemed to have been received as provided herein at the following addresses:

- (a) to the Vendor at: SMOKY LAKE COUNTY  
Box 310  
Smoky Lake, Alberta T0A 3C0  
Attention: \_\_\_\_\_
- (b) to the Purchaser at: 1986215 ALBERTA LTD  
3955 Claxton Loop  
Edmonton, AB, T6W 1Y7  
Attention: \_\_\_\_\_  
Fax: \_\_\_\_\_

or such other address or fax number as either party may designate from time to time by written notice to the other. Any notice shall be faxed or delivered to and left at the address for notice of the party to whom it is to be given during normal business hours on a business day and shall have been deemed to be received on the date of delivery or fax transmission.

19. The provisions of this Agreement shall survive the execution and delivery of any transfer of land and other documents, the registration of any such documents, the taking possession of the Lands by the Purchaser, and the Closing Date to benefit and be binding upon the Vendor and the Purchaser, and shall not be merged therein or therewith.

20. The Purchaser shall not be entitled to assign this Agreement, either in whole or in part, without the prior written consent of the Vendor.

21. This Agreement shall enure to the benefit of and be binding upon the heirs, executors, administrators and permitted assigns of the individual parties and the successors and permitted assigns of corporate parties.

22. Notwithstanding anything contained herein, time shall in every respect be of the essence.

23. This Agreement shall constitute the entire agreement between the parties and the parties acknowledge that there are no other representations, conditions, or warranties with respect to this Agreement other than those which are contained herein. The following schedules shall form a part of this Agreement:

- (a) Schedule "A" – the Lands, Permitted Encumbrances  
(b) Schedule "B" – Option Agreement;  
(c) Schedule "C" – Construction License

24. Wherever the singular or masculine is used throughout this Agreement the same shall be construed as meaning the plural or feminine or a body corporate where the context or the parties so requires, and in the case of two or more purchasers, the covenants herein contained on their part shall be deemed to be joint and several.

25. This Agreement may be executed in counterpart and delivered by facsimile transmission, electronic transmission, in portable document format or such similar method, each copy of which so executed shall be deemed to be an original This Agreement shall be governed by the laws of the Province of Alberta, and the courts of the Province of Alberta shall have exclusive jurisdiction over any dispute arising herefrom.

26. The parties hereby acknowledge and confirm that each was advised by the other to obtain independent legal or other professional advice, and that each has had an opportunity to read, review and understand the nature and effect of the provisions of this Agreement prior by executing this Agreement. Each hereby confirms that it has had the opportunity to seek independent legal or professional advice prior to executing this Agreement and has either:

- (a) obtained such legal or other professional advice; or
- (b) waived the right to obtain such independent legal or other professional advice.

IN WITNESS WHEREOF the Vendor has executed this Agreement under the hands of its duly authorized signing officers and under its corporate seal this \_\_\_\_ day of \_\_\_\_\_, 2022.

**SMOKY LAKE COUNTY**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

IN WITNESS WHEREOF the Purchaser has executed this Agreement under its hands and seals, or under the hands of its duly authorized signing officers and under its corporate seal, this \_\_\_ day of \_\_\_\_\_, 2022.

**1986215 ALBERTA LTD**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**SCHEDULE "A"**  
**TO THE SALE AGREEMENT**

**THE LANDS**

NUISANCE GROUND (C) AS SHOWN ON ROAD PLAN 5225CL CONTAINING  
1.55 HECTARES (3.85 ACRES) MORE OR LESS  
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS  
A) PLAN 2818JY - ROAD 0.235 0.58  
B) PLAN 0922648 - ROAD 0.260 0.64  
EXCEPTING THEREOUT ALL MINES AND MINERALS

**PERMITTED ENCUMBRANCES**

<b>Registration Number</b>	<b>Date</b>	<b>Particulars</b>
832 309 224	21/12/1983	CAVEAT RE : EASEMENT CAVEATOR - ALBERTA POWER LIMITED.
912 117 120	15/05/1991	Utility Right of Way – SMOKY LAKE COUNTY
		Caveat re: Option To Purchase <b>(TO BE REGISTERED PURSUANT TO THE OPTION AGREEMENT)</b>

**SCHEDULE "B"**  
**TO THE SALE AGREEMENT**

**OPTION TO PURCHASE**

**BETWEEN:**

**1986215 ALBERTA LTD**  
(the "Grantor")

- and -

**SMOKY LAKE COUNTY**  
(the "Grantee")

**WHEREAS:**

A. Pursuant to a Sale & Construction Agreement dated \_\_\_\_\_, 2022, between the Grantor and the Grantee (the "Sale Agreement"), the Grantor purchased from the Grantee all those lands and premises legally described as follows:

**NUISANCE GROUND (C) AS SHOWN ON ROAD PLAN 5225CL CONTAINING  
1.55 HECTARES (3.85 ACRES) MORE OR LESS  
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS  
A) PLAN 2818JY - ROAD 0.235 0.58  
B) PLAN 0922648 - ROAD 0.260 0.64  
EXCEPTING THEREOUT ALL MINES AND MINERALS**

(the "Lands");

B. The Grantee agreed to sell the Lands to the Grantor on the express obligation and condition that the Grantor commence, diligently and continuously pursue, and complete the construction of \_\_\_\_\_, and as may be more particularly described within the Purchase Agreement, the Development Permit issued in favour of the Grantor respecting the Lands (the "Development Permit"), as well as any Development Agreement thereafter executed between the Grantor and the Grantee respecting the Lands and the Development (the "Development Agreement"), all of which must be completed to the point of issuance of a Certificate of Substantial Performance under the *Builders' Lien Act*, and in accordance with the terms, covenants and conditions set forth within the Sale Agreement, the Development Permit and, if applicable, the Development Agreement, as well as in accordance with all applicable building permits, development permits, by-laws, regulations, building and safety codes, and restrictions affecting the Lands and the above-noted improvements (the "Development");

C. The Grantor has agreed to grant the Grantee the option to re-purchase the Lands upon the terms and conditions contained herein.

NOW THEREFORE, in consideration of the Grantee agreeing to sell the Lands to the Grantor, and the payment of the sum of ONE (\$1.00) DOLLAR to the Grantor by the Grantee, the receipt and sufficiency of which is hereby wholly acknowledged, it is hereby agreed that:

1. The Grantor hereby grants the Grantee the irrevocable option to purchase the Lands at and for the sum of \$\_\_\_\_\_ less adjustments in favour of the Grantee as provided for herein, subject only to the following permitted encumbrances:

(a) 832 309 224 Caveat – ALBERTA POWER LIMITED.

- (b) 992 233 584 Utility Right of Way – SMOKY LAKE COUNTY.
- (c) Caveat re: Option To Purchase  
**(TO BE REGISTERED PURSUANT TO THE OPTION AGREEMENT)**

Upon closing, an adjustment shall be made in favour of the Grantee for any and all expenses incurred by the Grantee in the negotiation, preparation, execution and performance of this Agreement and the Sale Agreement, adjustments in favour of the Grantee equal to the principal and interest outstanding under all financial encumbrances which may be accepted by the Grantee, and adjustments in favour of the Grantee for any and all costs incurred by the Vendor in restoring the Lands to the condition that existed as of the date of the Sale Agreement (including, without restriction, all legal costs on a solicitor and his own client full indemnity basis, and all costs incurred in discharging non-permitted encumbrances).

2. This Option to Purchase may only be exercised by the Grantee:
  - (a) if the Grantor fails to commence the construction of the Development to the point of excavation and completion of the foundation on or before 12:00 noon on \_\_\_\_\_, **2022**\_\_;
  - (b) if the Grantor fails to complete the construction of the Development on or before 12:00 noon on \_\_\_\_\_, **20**\_\_; and
  - (c) if the Grantor sells, leases or otherwise transfers, or purports to sell, lease or transfer, the Lands or any portion thereof prior to the completion of the Development in accordance with the terms of the Sale Agreement and the Development Agreement.

In each such case the Grantee shall be entitled to repurchase the Lands pursuant to the exercise of the option granted within this Option to Purchase.

3. The Grantee may exercise this option to purchase by giving notice in writing to the Grantor (or to the then current owner of the Lands) which shall be sent to the address for service of the registered owner of the Lands as listed on the title to the Lands, and shall be deemed to have been received by the recipient on the third day following the sending of the said notice by single registered mail.

4. The transaction of purchase and sale shall be completed on the 30th day following the date upon which the option is exercised as aforesaid (the "Completion Date"). All normal adjustments shall be made as of the Completion Date. The Grantor shall provide the Grantee with a registrable transfer of land with respect to the Lands not less than ten (10) days prior to the Completion Date upon reasonable trust conditions. At the Grantee's option, and at any time throughout the existence of this Agreement, the Grantor may be required to provide the Grantee with a registrable transfer of land to be held in trust by the Grantee pursuant to the terms of this Agreement and utilized for the purposes of completing the purchase of the Lands in the event that the Grantee exercises its option to purchase and contained herein.

5. In the event that the Lands have been subdivided since the date of the Sale Agreement, the purchase price payable in respect of each lot or unit created out the subdivision of the Lands shall be fractionalized proportionate to the area of the lot or unit, as compared to the total area of the Lands or the Development, as the case may be. In such event, the option to purchase provided for within this Agreement may be exercised individually in respect of each such lot or unit, or in respect of the entire Lands, and in which case the provisions of this Agreement shall not merge unless and until the entire Lands has been purchased by the Grantee or this Agreement is otherwise terminated.

6. The Grantee shall be entitled to register a caveat against the title to the Lands pursuant to this Option to Purchase. In this regard, the Grantor covenants not to take any steps whatsoever to discharge this registration including, without restriction, the service of any notice to take proceedings on such caveat.

7. Upon the exercise of this Option to Purchase, the Grantor shall immediately cause to be discharged all builders' liens or other non-permitted encumbrances which may have been registered on the title to the Lands. The Grantor shall upon demand indemnify and save harmless the Grantee from and against any and all claims, damages, demands, costs (including all legal costs on a solicitor and his own client full indemnity basis), and expenses of any kind whatsoever made or incurred against the Grantee as a result of any builders' liens or other non-permitted encumbrances which may be registered on the title to the Lands, or as a result of the Grantor's failure to perform any of its obligations under this Option to Purchase. Any and all such claims and costs shall, at the sole option of the Grantee, be adjusted as a credit to the Grantor upon closing.

8. This Agreement may not be assigned by the Grantor, either in whole or in part, without the prior written consent of the Grantee.

9. This Agreement shall enure to the benefit of and be binding against the parties hereto and their respective successors and permitted assigns. Specifically, and without limiting the generality of the foregoing, this option shall bind the Grantor and all future owners of the Lands.

IN WITNESS WHEREOF the Grantor and the Grantee have executed this Option to Purchase this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**1986215 ALBERTA LTD**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**SMOKY LAKE COUNTY**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**SCHEDULE "C"**  
**TO THE SALE AGREEMENT**  
**CONSTRUCTION LICENSE**

**THIS AGREEMENT MADE** to be effective the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**BETWEEN:**

**SMOKY LAKE COUNTY**  
(the "Grantor")

- and -

**1986215 ALBERTA LTD**  
(the "Grantee")

**WHEREAS:**

- A.** The Grantor is the registered owner in fee simple of the Lands;
- B.** The Grantor and Grantee are parties to a Sale and Construction Agreement dated \_\_\_\_\_, 2022 (the "**Sale Agreement**") whereby the Grantee agreed to purchase the Lands and the Grantor following subdivision and the removal of the municipal reserve designation, as more particularly described in the Sale Agreement;
- B.** The Grantee and its servants, agents, and subcontractors wish to acquire a non-exclusive right, license, privilege and easement to enter upon the Lands for the purposes permitted within Section 2.1 of this Agreement, and to conduct its operations according to the terms and conditions contained in this Agreement

NOW THEREFORE in consideration of the sum of \$1.00 (One Dollar) paid by the Grantee to the Grantor, the receipt and sufficiency of which has been acknowledged, as well as the mutual covenants and obligations contained within this Agreement, the parties hereby agree as follows:

**1. INTERPRETATION**

**1.1.** Where used within this Agreement, the following terms shall have the following respective meanings:

- (a) "**Lands**" means that portion of the lands legally described as:
- NUISANCE GROUND (C) AS SHOWN ON ROAD PLAN 5225CL CONTAINING  
1.55 HECTARES (3.85 ACRES) MORE OR LESS  
EXCEPTING THEREOUT: HECTARES (ACRES) MORE OR LESS  
A) PLAN 2818JY - ROAD 0.235 0.58  
B) PLAN 0922648 - ROAD 0.260 0.64  
EXCEPTING THEREOUT ALL MINES AND MINERALS
- (b) "**Term**" means the term of this Agreement as contemplated by Section 3.1; and
- (c) "**Terms and Conditions**" means the terms and conditions set out in **Schedule "A"** attached hereto.

**1.2.** Each obligation or agreement of the Grantor or the Grantee expressed in this Agreement is considered to be a covenant for all purposes.

**1.3.** Whenever required by the context, masculine pronouns shall be deemed to include the feminine and neuter genders, and the singular shall be deemed to include the plural.

**1.4.** Time shall be the essence of this Agreement.

1.5. This Agreement may be executed in counterparts and delivered by facsimile or email PDF, each of which so executed shall be deemed to have been an original, and such counterparts together shall constitute one and the same instrument.

2. **GRANT OF LICENSE**

2.1. The Grantor hereby grants, to the Grantee and its servants, agents, employees, and subcontractors, the following non-exclusive rights to be exercised and enjoyed throughout the Term:

- (a) the right to enter upon and occupy the Lands to commence construction\_\_\_\_\_;
- (b) the free and uninterrupted right of way on, over, and under the Lands, for the purposes of ingress and egress by persons, vehicles and equipment to and from any portion of the Lands to the extent that the Grantee in its sole discretion considers necessary or expedient for the exercise of the rights hereby granted.

3. **TERM**

3.1. The Term of this Agreement shall commence on the date of this Agreement and expire on the earlier of either:

- (a) 4 months from the date of this Agreement; or
- (b) the closing of the Grantee's purchase of the Lands pursuant to the Sale Agreement.

4. **TERMS AND CONDITIONS**

4.1. The parties acknowledge and agree that their respective rights and obligations under this Agreement are subject to the Terms and Conditions.

**IN WITNESS WHEREOF** the Grantor and the Grantee have executed this Agreement to be effective the date first above written, notwithstanding the actual date of execution hereof.

**SMOKY LAKE COUNTY**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_

**1986215 ALBERTA LTD**

Per: \_\_\_\_\_ (c/s)

Per: \_\_\_\_\_



**SCHEDULE "A"**  
**TO THE CONSTRUCTION LICENSE**

**TERMS AND CONDITIONS**

**1. GRANTEE'S OPERATIONS**

1.1. The Grantee shall conduct all its operations on the Lands in a diligent, careful and workmanlike manner, and shall at all times comply with and conform to the requirements of every applicable law, by-law, regulation, ordinance and order at any time or from time to time in force affecting the Lands or the machinery, equipment, facilities and operations located upon the Lands. Without limiting the generality of the forgoing, the Grantee shall register and at all times maintain accounts in good standing under any and all workers' compensation legislation and/or program in force in Alberta from time to time.

1.2. The Grantee will at its own cost and expense, apply for and obtain all necessary approvals, permits and authorizations for the conduct of its operations on the Lands.

1.3. The Grantee will at its own cost and expense, be responsible for the installation, removal, maintenance and repair of any fencing which may be required in order to enclose any portion of the Lands utilized for the purposes expressed in this Agreement.

1.4. The Grantor acknowledges and agrees that the rights and privileges granted to the Grantee under this Agreement shall be non- exclusive rights and privileges.

**2. GRANTOR'S OPERATIONS**

2.1. Notwithstanding anything contained within this Agreement, the Grantor shall have the right to utilize any and all portions of the Lands for any purposes deemed necessary or convenient, without any liability to the Grantee or responsibility for the effects of the Grantor's use and enjoyment of the Lands.

2.2. Subject always to the balance of the terms of this Agreement, the Grantor shall be entitled to exercise its full and unfettered discretion with respect to when and in what manner the Lands are developed for the purposes contemplated within this Agreement, provided always that the Grantor does not contravene any of the terms and obligations specifically expressed within this Agreement.

**3. RECLAMATION AND RESTORATION**

3.1. In the event that the Grantee does not complete the purchase of the Lands pursuant to the Sale Agreement, upon the expiration or earlier termination of this Agreement, the Grantee shall reclaim and restore the Lands to the extent reasonably required by the Grantor in order to provide for a level and safe condition. Where weather or other conditions or matters beyond the control of the Grantee shall not permit such reclamation or restoration without increased expense or hardship, the Grantee shall not be obligated to carry out such reclamation or restoration until it is reasonable to do so; PROVIDED THAT the Grantee shall in no way be relieved of performing its reclamation and restoration obligations pursuant to this Section, nor shall the Grantee be entitled to unreasonably delay the performance of these obligations

3.2. The Grantee's reclamation and restoration obligations contained within Section 3.1 of this Schedule "A" shall survive the expiration or termination of this Agreement for any reason whatsoever until satisfied in full.

3.3. The Grantee shall be permitted to leave standing any stockpile of dirt and any materials other that were found upon the Lands prior to the commencement date of the within Agreement.

**4. INDEMNITY AND INSURANCE**

4.1. The Grantee agrees to indemnify and save harmless the Grantor of and from any and all loss and damage and all fines, costs, suits, claims, demands and actions of any kind or nature for which the Grantor shall or may become liable or incur or suffer by reason of any breach, violation and non-performance by the Grantee of any warranty, covenant or agreement contained within this Agreement, or by reason of any injury occasioned to or suffered by any person or damage to any property as a result of any act, neglect or default on the part of the Grantee or any of his employees, agents or servants.

4.2. The Grantee's obligation to indemnify the Grantor contained within Section 4.1 of this Schedule "A" shall survive the expiration or termination of this Agreement for any reason whatsoever until satisfied in full.

4.3. The Grantee acknowledges and agrees that it shall not commence any activities whatsoever upon the Lands unless and until the Grantee has provided the Grantor with written evidence of the following:

- (a) the Grantee has obtained any and all licensing and permits which may be required by any statute, regulation, or bylaw affecting the Lands and the proposed activities upon the Lands;
- (b) commercial general liability insurance in form, content and amount satisfactory to the Grantor and its insurer or insurance consultant; and
- (c) workers' compensation coverage for all employees, contractors, workers, or other individuals utilized by the Grantee to carry out any of the activities contemplated within this Agreement upon the Lands.

For all intents and purposes, the Grantee shall be deemed to be the "prime contractor" in relation to any and all work, services, and other activities conducted upon the Lands in relation to any activities conducted upon the Lands pursuant to this Agreement.

**5. INDEMNITY OF GRANTOR**

5.1. The Grantor shall not be responsible to the Grantee or any of his employees, agents or servants, for any loss to the Grantee or any of his employees, agents or servants by reason of the death, injury or damage to their persons or property which may occur while the Grantee is exercising his rights pursuant to this Agreement.

**6. QUIET ENJOYMENT**

6.1. Unless otherwise specifically provided for within this Agreement, the Grantee acknowledges and confirms that the Grantor does not hold title to the mines and minerals contained within the Lands, and as such any and all rights and privileges granted to the Grantee, and any and all operations by the Grantee pursuant to this Agreement, are expressly subject to the rights of the holder of the mines and minerals. Subject to the foregoing, the Grantor warrants that he has good title to the Lands and the full right and power to grant to the Grantee the full right to enter upon and occupy the Lands together with all other rights and privileges granted to the Grantee under this Agreement. So long as the Grantee is not in default of any of the Grantee's obligations under this Agreement, the Grantee shall and may peaceably possess and enjoy the Lands and the rights and privileges hereby granted during the Term of this Agreement and without any interruption or disturbance from or by the Grantor or any other persons whomsoever except as otherwise provided in Section 2 of Schedule "A".

**7. TAXES**

7.1. The Grantor shall pay all taxes, rates and assessments against the Lands. Notwithstanding the foregoing, any increases in the municipal tax assessment respecting the Lands which are caused as a direct result of the Grantee exercising the rights and privileges granted under this Agreement shall be the responsibility of the Grantee.

7.2. The Grantee shall be responsible for the prompt payment when due of all business, machinery, equipment and all other taxes, assessments, charges and rates, as well as any permit or license fees, attributable to the property, business, sales or income of the Grantee in respect of the its operations upon the Lands.

7.3. Any amounts required to be paid by the Grantee to the Grantor pursuant to the Agreement shall be inclusive of any applicable Goods and Services Tax, as well as any similar of like tax levied in substitution for Goods and Services Tax.

**8. EXPIRATION/TERMINATION**

8.1. This Agreement, and each and every one of the rights and privileges granted to the Grantee under this Agreement, shall continue in full force and effect until such time as this Agreement is terminated as provided for herein, or such time as the Grantee provides written notice to the Grantor of the surrender of the Lands, and the termination of this Agreement. Notwithstanding any such notice of surrender and termination, the Grantee's obligations pursuant to Section 3 of Schedule "A", as well as any other provisions which are designated or intended to survive the expiration or termination of this Agreement, shall continue until satisfied in full.

8.2. The Grantee acknowledges and agrees that the operations that the Grantee may carry out under this Agreement are at the Grantee's sole cost and expense. Further, in the event of termination of this Agreement or in the event that the Grantee does not acquire the Lands, the Grantee acknowledges and agrees that it will not be entitled to compensation or any form of consideration from the Grantor for the performance of the Grantee's operations under this Agreement.

**9. REMOVAL OF EQUIPMENT AFTER TERMINATION**

9.1. For a period of 14 days from and after the service of the Grantee's notice of surrender and termination as set forth above, the Grantee shall continue to have the right to enter upon and remove from the Lands all machinery, tools, appliances and equipment upon the Lands. However, this time period shall not run during any period where weather and other conditions or matters beyond the control of the Grantee shall not permit such removal without undue expense or hardship.

**10. GENERAL**

10.1. Any notice shall be in writing and may be delivered personally, or sent by courier, prepaid registered mail or facsimile. In the case of mail the notice shall be deemed to have been given five (5) days following the date of mailing. In the case of delivery and courier, the notice shall be deemed to have been given on the date of delivery, provided that it is sent and received during normal business hours. In the case of facsimile, the notice shall be deemed received as of the date of sending, provided that the sender has received confirmation of receipt by the recipient machine and the notice has been sent during normal business hours of the recipient (failing the latter, the notice shall be deemed received on the following business day). The addresses of the parties for the purposes hereof shall respectively be:

(a) if to the Grantor:

SMOKY LAKE COUNTY  
Box 310  
Smoky Lake, Alberta T0A 3C0  
Attention: \_\_\_\_\_  
Fax: \_\_\_\_\_

(b) if to the Grantee

1986215 ALBERTA LTD  
3955 Claxton Loop  
Edmonton, AB, T6W 1Y7  
Attention: \_\_\_\_\_  
Fax: \_\_\_\_\_

or such other address as either party may designate by notice in writing for the purposes of effecting all future notices under this Agreement.

10.2. Any notice or service required to be given or effected under any statutory provision or rule of court from time to time in effect in the Province of Alberta shall be sufficiently given or served if mailed to or delivered at the addresses aforesaid.

10.3. Notwithstanding Sections 10.1 and 10.2 of Schedule "A", if a notice is served by mail at a time when there is an interruption of mail service affecting the delivery of such mail, the notice shall be deemed not to have been served until Ten (10) days after the date that mail service is restored.

10.4. The Grantor and the Grantee shall each do and perform all such acts and things and execute all deeds, documents and instruments and give all such further assurances as may be necessary to give effect to this Agreement and the grants and privileges contained in this Agreement.

10.5. This Agreement, together with any Schedules attached hereto, shall constitute the entire agreement between the parties relating to the subject matter, and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement or the subject matter of this Agreement except as specifically set forth within this Agreement. In the event that any term of this Agreement shall be illegal or unenforceable, the illegal or unenforceable term shall be treated as severed from the remainder of this Agreement, and the remaining terms shall continue in full force and effect.

10.6. This Agreement shall enure to the benefit and be binding upon the parties, their heirs, executors, successors and assigns. Without limiting the forgoing, the rights and privileges granted to the Grantee under this Agreement shall be deemed to be covenants which run with the Lands for the benefit of the Grantee, and shall be binding upon the Grantor and each of the successors in title to the parties comprising the Grantor.

<b>REQUEST FOR DECISION</b>		DATE	February 24, 2022	<b>4.3</b>
TOPIC	Alberta Heritage Research Grant Application			
PROPOSAL	<p><i>That Smoky Lake County approve action taken in applying for the 2022-23 Alberta Heritage Research Grant. ©ATTACHMENT 1.</i></p> <p><b>BACKGROUND</b></p> <ul style="list-style-type: none"> <li>• In September 2021, Smoky Lake County published for Expression of Interest to assist in the forthcoming work on a River Study for the North Saskatchewan under the Canadian Heritage Rivers System. <ul style="list-style-type: none"> <li>○ Administration received dozens of respondents, including 'Know History', and this information has been useful in designing the next steps of this work, pending approval from Alberta Minister of Environment and Parks (AEP) Jason Nixon.</li> </ul> </li> <li>• In January 2022, Know History approached Administration with an offer to complete a grant application, at no cost to the County, for the 2022-23 Alberta Heritage Research Grant.</li> <li>• A grant application was submitted ahead of the deadline on February 1<sup>st</sup>, 2022.</li> <li>• If successful in this application, Smoky Lake County may but is not obligated to partner with Know History to undertake the proposed work.</li> <li>• If successful in this application, administration will return to County Council with proposed next steps.</li> </ul> <p><b>ATTACHMENTS:</b></p> <ul style="list-style-type: none"> <li>• Alberta Heritage Research Grant Application. ©ATTACHMENT 1.</li> </ul>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
<p><b>Values:</b> Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p><b>Vision:</b> Leading the way in positive growth with healthy, sustainable, rural living.</p> <p><b>Mission:</b> Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>				
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• Agreement allows 50% matching</li> <li>• Opportunities for leveraging and unlocking of additional grants, etc.</li> <li>• Natural, land, and river-based tourism development opportunities.</li> <li>• Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, etc.)</li> </ul>			

	<ul style="list-style-type: none"> <li>Enhanced community participation, awareness, pride, and place-making.</li> </ul>
DISADVANTAGES	<ul style="list-style-type: none"> <li>Staff time.</li> </ul>
ALTERNATIVES	<ul style="list-style-type: none"> <li>Take not action/Defer</li> </ul>
<b>FINANCE/BUDGET IMPLICATIONS</b>	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> <li>Website &amp; social media</li> <li>Media Release(s)</li> </ul>
<b>RECOMMENDATION</b>	
<p><b>That Smoky Lake County approve action taken in applying for the 2022-23 Alberta Heritage Research Grant.</b></p>	
CHIEF ADMINISTRATIVE OFFICER	

# HERITAGE PRESERVATION PARTNERSHIP PROGRAM

## Grant Application Heritage Awareness, Publication, Research

---

Annual application deadline: First working day of February

1. Read the program guidelines before completing this application. The guidelines and application form are also available at <https://www.alberta.ca/heritage-programs-and-activities.aspx>.

Complete an electronic or paper copy of the application.

Please ensure that all application requirements are submitted. Incomplete applications may be rejected.

2. Submitting an electronic copy
  - Save and name the file using the project title.
  - Compile all supporting documents preferably to one PDF file.
  - Email the application form and supporting documents to [cmsw.hppp@gov.ab.ca](mailto:cmsw.hppp@gov.ab.ca).
  - There is no need to send a paper copy.
3. Submitting a paper copy
  - Attach all required supporting documents.
  - Make a copy for your records.
  - Staple or clip together applications. Do not bind applications. Do not submit double-sided documents.
  - Drop off or send by courier/mail to:  
Heritage Preservation Partnership Program  
Old St. Stephen's College Building  
8820 – 112 Street  
Edmonton, AB T6G 2P8
4. If you have any questions, contact the Program Coordinator at [carina.naranjilla@gov.ab.ca](mailto:carina.naranjilla@gov.ab.ca) or 780-431-2305, toll-free in Alberta by first dialing 310-0000. Office hours are from 8:15 a.m. to 12:00 and 1:00 to 4:30 pm.

# HERITAGE PRESERVATION PARTNERSHIP PROGRAM

## Grant Application

## Heritage Awareness, Publication or Research

File No.
Reviewer

### SECTION A: PROJECT INFORMATION

Project Title		
Grant and Project Type <i>Place check mark</i>		
<input type="checkbox"/> <b>Heritage Awareness Grant</b>	<input type="checkbox"/> <b>Publication Grant</b>	<input type="checkbox"/> <b>Research Grant</b>
<input type="checkbox"/> heritage marker, plaque, monument	<input type="checkbox"/> book with thematic topic / general audience	<input type="checkbox"/> research on an Alberta history topic
<input type="checkbox"/> interpretive display/exhibit	<input type="checkbox"/> book published by a post-secondary institution	<input type="checkbox"/> oral history
<input type="checkbox"/> video, broadcasts, plays	<input type="checkbox"/> local history book	<input type="checkbox"/> heritage building surveys, heritage inventory, heritage management plan
<input type="checkbox"/> heritage section of website, multimedia products	<input type="checkbox"/> interpretive brochure, pamphlet	<input type="checkbox"/> other: _____
<input type="checkbox"/> delivering walking tours, workshops, conferences, other public programs	<input type="checkbox"/> other: _____	
<input type="checkbox"/> attending workshops, conferences		
<input type="checkbox"/> other: _____		

### SECTION B: APPLICANT INFORMATION

Is this the applicant's first application to this grant program?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If not the first application, when was the last application?	Month/Year	Name of project

#### Applying as an individual

Name	Title		First Name		Last Name	
Address	Street / P.O. Box No.		City / Town		Postal Code	
Bus. Ph.	Res. Ph.	Cell Ph.				
Email						

#### Applying as an organization

Name of Organization						
Registered Mailing Address						
Street / P.O. Box No.		City / Town		Postal Code		
Contact Person						
Title		First Name		Last Name		
Position Title		Email				
Bus. Ph.	Cell Ph.					



## SECTION C: PROJECT DETAILS

On a separate page, provide the following information and attach supporting documents.

*Incomplete applications or applications which are insufficiently defined to allow for robust evaluations of their merits, may be rejected. Applicants are encouraged to contact the Program Coordinator if unsure about completeness.*

### HERITAGE AWARENESS

#### Heritage Markers, Plaques, Monuments; Interpretive Displays, Exhibits

1. Historical information/interpretive text to be shown on the marker/display/monument
2. Historical significance of the topic/subject
3. Sources used in developing the historical information/interpretive text
4. Illustration of the proposed marker/display; dimensions and materials to be used
5. Map or detailed description of the location of the marker/display
6. If the marker/display is not located on the applicant's property: land title holder's written approval to install marker/display on their property
7. Annual and long-term maintenance needs of the marker/display; who is responsible for maintenance

#### Video, Broadcasts, Plays, Heritage section of websites, Multimedia Products

1. For videos, broadcasts: storyline, copy of script and/or detailed storyboard
2. For plays: copy of script
3. For websites and other multimedia products: content (textual, visual and/or aural), design concept, technical details
4. For all: sources used in developing historical content

Notes: A script includes dialogue and scene descriptions. A storyboard is a graphic representation of the video, shot by shot

#### Delivering workshops, conferences, walking tours, public programs

1. Agenda/Program including session titles, speakers, field trips, etc.; attach event brochure, if available
2. Date(s), location, registration fee and anticipated attendance
3. Where the proceedings will be published, if applicable

#### Attending workshops, conferences, seminars

1. Agenda/Program including session titles, speakers, location, dates, fees; attach event brochure, if available
2. Background/Profile of organization delivering the workshop, conference, seminar
3. Background of the individual attending the workshop, conference, seminar
4. If applicable, indication of the attendee's approval to attend and if attendee has registered
5. If attendee is also presenter/speaker
6. How the attendee is sharing the knowledge gained

#### Projects with Indigenous content or participants

1. Indicate how Indigenous communities have been involved in project development

**Go to page 5 for additional questions**

## PUBLICATION

1. For books: a paper or electronic copy of the substantially complete manuscript  
For brochures, pamphlets, booklets: paper or electronic copy showing layout, photographs & text  
Note: A manuscript is the document that an author submits for publication
2. Type of publication (book, brochure, pamphlet); subject of the publication
3. Publishing details: number of copies to be printed, format, size, approximate number of pages and photographs/illustrations, proposed selling price, publishing date, if the book will include an index and bibliography
4. Sources used in writing the manuscript and if copyright needs have been addressed
5. For local history books: if expanding upon an existing book about the community's history, state how this publication is different. Provide information about any research conducted beyond the compilation of local remembrances.
6. For books resulting from research done by a post-secondary institution: summary of the topic / central argument (i.e. if an edited collection of essays, how are they thematically linked); annotated chapter / essay summaries, if any of the content has been previously published
7. For projects with Indigenous content: indicate how Indigenous communities have been involved in project development

*Go to page 5 for additional questions*

## RESEARCH

1. Description of end-product or project deliverable
2. Research plan and methodology
3. Specific sources of primary and secondary information that will be consulted, e.g. archives, libraries, private collections, oral interviews, books
4. When researching at an archives facility: list of specific collections that will be accessed
5. For oral history projects: whether the oral recordings will be transcribed, annotated or indexed
6. For building survey projects: how the results of the survey are being recorded/documentated
7. For municipal inventory / management plan: approach to use in selecting sites, evaluating significance, developing municipal heritage management processes
8. For research projects by a post-secondary institution: annotated bibliography or literature review of most pertinent sources; brief discussion of theoretical framework; evidence of ethics approval, if applicable
9. For projects with Indigenous content, indicate how Indigenous communities have been involved in project development

*Go to page 5 for additional questions*

## FOR HERITAGE AWARENESS, PUBLICATION AND RESEARCH PROJECTS

### Project Benefits

1. Project benefits and outcomes; how will the project preserve, interpret, promote awareness of Alberta's history/heritage?
2. Who benefits from the project; target audience
3. If part of a larger initiative, brief description of the larger initiative and how this project fits in
4. For projects associated with post-secondary institutions: where the project fits in the existing historiography

### Applicant's Profile; Qualifications of Individuals or Teams Involved in the Project

1. If applying as an organization:
  - background/profile of the applying organization
  - list of current executives and Board of Directors (does not apply to municipalities)
  - incorporation document (does not apply to municipalities)

*The organization may be asked to submit Financial Statements.*
2. Resumé or information on experience/qualifications of individuals/teams involved in the project; statement or samples of previous work
3. For projects involving research work: clear statement of the individual's or team's ability to undertake research

### Distribution Plans / Public Access

1. Marketing or distribution plans; how the end-product(s) will be made available/accessible to the general public or target audience
2. If applicable, the public repositories (such as libraries, archives) receiving donated copies

### Project Schedule

Summary or table of main tasks/activities, individuals and teams involved, start and completion dates

### Community Support

1. Brief description of community support for the project
2. Signed letters from individuals or organizations demonstrating community support for the project

### Project Budget (relates to Sections D, E and F of this application)

1. If requesting or receiving funding from other sources: indicate the amount and expenses/work associated with the funds.
2. Quotes/Estimates of major expenses described in Section D; for example, estimates for printing the book, fabricating/designing heritage markers
3. How is the applicant planning to obtain any pending contribution?
4. How will the applicant address a funding shortfall (that is, if the program is unable to provide full eligible funding or if funds from other sources cannot be obtained?)
5. If there is a funding shortfall, will the project remain viable?

**SECTION D: CASH COSTS**

- Use this form or download the template from the [Heritage Awareness, Publication](#) or [Research](#) webpage.
- Develop a detailed project budget. Provide clear description of cash expenses. These expenses must be directly related to the project for which funding is being requested. The guidelines list eligible and ineligible expenses.
- Attach supporting quotes/estimates for major expenses.
- When budgeting for travel expenses, use the current travel rate for the Government of Alberta: 50.5 cents per km and meal allowance as follows: breakfast - \$9.20, lunch - \$11.60, dinner – \$20.75.
- When budgeting for gifting to Elders and knowledge keepers for Indigenous heritage projects, use the standard Government of Alberta rates.
- Enter total cash expenses on line 1 of Section F.

Description of Cash Costs	Amount excluding GST
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total cash costs</b>	\$

Enter total cash costs on line 1 of Section F

**SECTION E: IN-KIND COSTS (DONATED LABOUR, MATERIALS, SERVICES AND EQUIPMENT)**

- Use this form or download the template from the [Heritage Awareness, Publication or Research](#) page.
- Clearly describe the work associated with the donated labour, service, material or equipment.
- These must be directly related to the project for which funding is being requested. Those related to fundraising, administration, time spent preparing the grant application, planning or attending meetings, financial reporting and similar activities are not eligible. The guidelines list eligible and ineligible expenses.
- The current standard for volunteer time is \$20/hour for unskilled labour and \$35/hour for skilled labour, other donations at verified fair market value.
- Enter total in-kind costs on line 2 of section F.

Work Description	Source of donated labour/materials/service/equipment Include unit rate, number of hours	Value excluding GST
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	<b>Total in-kind costs</b>	<b>\$</b>

Enter total value of in-kind costs on line 2 of Section F



**SECTION F: PROJECT BUDGET**

**Project Costs**

1	Total cash costs from Section D	\$
2	Total in-kind costs from Section E	\$
3	<b>Total project cost</b>	<b>\$</b>

**Project Revenue**

<b>Applicant Contribution</b>		Confirmed	Pending
In-kind contributions (in-kind costs) from line 2 above	\$	<input type="checkbox"/>	<input type="checkbox"/>
Identify other funding sources such as municipal and federal grants - include only funds allocated to this project	\$	<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
Applicant's cash - includes applicant's own cash, cash from donations & fundraising allocated to the project	\$	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total applicant contribution - minimum of 50% of total project cost</b>	<b>\$</b>		

<b>Provincial Contribution</b>		Confirmed	Pending
Identify other provincial funding sources – include only funds allocated to the project	\$	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
<b>Amount of grant requested</b> Maximum is \$15,000 for heritage awareness grants; \$10,000 for publication grants; \$25,000 for research grants	\$		
<b>Total provincial contribution - maximum of 50% of total project cost</b>	<b>\$</b>		

<b>Total project revenue – must be equal to total project cost</b>	<b>\$</b>
--	-----------

Confirmed Pending

Confirmed Pending

**IMPORTANT:** To make sure that Total project revenue is always updated, delete and press Enter.

## SECTION G: FUNDING AGREEMENT

---

Legal name of Organization or Individual  
("Recipient")

The Recipient declares that the information contained in this application and supporting documents ("Application") is true and accurate and endorsed by the Recipient.

The Recipient understands and agrees that should this Application be approved, any grant funding awarded is subject to the Recipient complying with the terms and conditions of this Agreement. The Recipient agrees to the following terms and conditions:

1. The program Guidelines ("Guidelines") and Application form part of this Agreement and the Recipient agrees to be bound by the requirements set out in them.
2. The Recipient will use all grant funding awarded ("Grant") for the stated purpose(s) ("Purpose") within its Application. If the Recipient wishes to vary the Purpose, it agrees to be bound by the requirements set out in the program Guidelines.
3. The Recipient must comply with all applicable laws. The Recipient agrees that it is and will be bound by the provisions of the Community Development Grants Regulation.
4. Following receipt of the Grant, the Recipient agrees to be bound by the final report requirements set out in the Guidelines and in the Application Form.
5. This Agreement commences the date of the application and binds both parties upon deposit of the Grant until the date the Grant reporting has been approved by the ministry or the Grant has been repaid.
6. Any part of the Grant not spent as set out in the Guidelines or upon termination of this Agreement must be repaid to the Government of Alberta. The Grant may be terminated upon:
  - a. mutual consent;
  - b. 30 days written notice by either party;
  - c. demand by the ministry for immediate repayment in the event of a breach of any term or condition of the agreement; or
  - d. if the Recipient becomes insolvent.
7. The Recipient acknowledges that it will be liable for the full amount of the grant and will be bound to the terms of this Agreement, even if the Recipient has paid all or part of the Grant to a third party who has spent the money.
8. The Recipient agrees to give the ministry, and/or its authorized agents, access to examine the Recipient's operation and/or premises to verify the Grant has been used for the Purpose and will provide access to all financial statements and records having any connection with the Grant or the Purpose during the Term of this Agreement and for seven (7) years after the termination of this Agreement.

9. The Recipient acknowledges that the *Freedom of Information and Protection of Privacy* ("FOIP Act") applies to records submitted by the Recipient to the ministry in relation to the grant application, including the Application and this Agreement. These records may be disclosed in response to an access to information request under the FOIP Act, subject to any applicable exceptions to disclosure under the Act.
10. The Recipient agrees that any information relating to the Grant and the Recipient's compliance with the obligations set out in this Agreement may be disclosed to other ministries within the Government of Alberta.
11. This Agreement shall be governed and interpreted in accordance with the laws enforced in the Province of Alberta.
12. This Agreement is not intended to and does not make either part the agent or partner of the other for any purpose or create a joint venture.
13. This Agreement may not be assigned by the Recipient.
14. The Recipient will recognize the source of the Grant as required by the Guidelines.
15. The Recipient represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Recipient to this Agreement.



.....  
Signature of Applicant or Authorized Representative of Applicant

Kyle Schole  
.....  
Printed name

Planning Technician  
.....  
Title/Position, if applying as an organization

Smoky Lake County  
.....  
Legal name of organization, if applying as an organization

4612 McDougall Dr. PO 310 Smoky Lake AB T0A3C0  
.....  
Address

(780) 650-2059 kschole@smokylakecounty.ab.ca  
.....  
Phone number Email

02/01/22  
.....  
Date signed



**Heritage Preservation Partnership Program  
Research Grant**

**North Saskatchewan River Historic Research  
Submitted by Smoky Lake County**

**February 1, 2022**

# Part 1) Heritage Preservation Partnership Program – Research

## 1. Description of end-product or project deliverables:

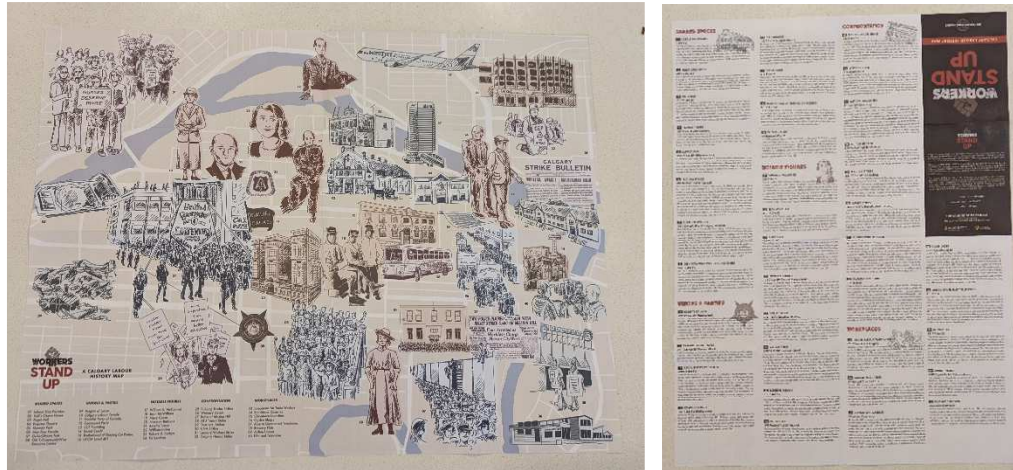
The proposed project includes three interconnected deliverables that will support the ongoing North Saskatchewan Heritage River Initiative, which is a collaborative project designed to research, document, and share the cultural heritage values of the North Saskatchewan River.

In this phase of the project, the research team will create a database with digital copies of primary sources, including historical images, documents, and oral histories. These will be collected from archives across Alberta and Library and Archives Canada. Each entry in the database will include a description of the source and citation information. Entries will also be tagged with relevant metadata so that the collection can be sorted thematically, by date, or by location. This repository will serve as a key tool, allowing the project team to easily retrieve and review primary sources needed to create heritage and tourism projects in later phases of the initiative.

ID	Commission	Date	Title	Description
1	North-West Half-Breed Commission (Esterline T)	19-20	North-West Territories Métis scrip applications	Scrip applications from Alberta, Saskatchewan, and Manitoba from 1885-1900
2	Manitoba Commission (T. Victoria C.20)	19-24	Money scrip to Métis	Canceled scrip notes which could be applied to the purchase of any dom. Open
3	North-West Half-Breed Commission (Esterline T)	19-13	Land scrip to Métis	Canceled scrip notes which entitled Métis owners to 240 acres and Métis. Open
4	Manitoba and North-West Territories Commission	19-20	Register for scrip	The original register was distributed by the Department of the Interior. Open
5	North-West Half-Breed Commission (Treaty 8 Green Lake Adhesion)	19-20	Certificates for scrip	Certificates issued by the Department of the Interior to Métis who were. Open
6	Manitoba Commission (T. Victoria C.20)	19-15	Domestic Lands Branch, Correspondence Headquarters	Subject files created by the Dominion Lands Branch. The records included. Open
7	North-West Half-Breed Commission (Initial)	19-17	Half-Breed Files	Subject files created by the Dominion Lands Branch which deal with Métis. Open
8	Manitoba Commission (Section 31)	19-19	General Administrative Records Relating to Métis Scrip	Open
9	Manitoba Commission (Section 31)	19-20	Alphabetical Index: North-West Half-Breed Commission...	Organized alphabetically by surname. Includes names of the claimant's p. Open
10	Manitoba Commission (Section 31)	19-20	Alphabetical Index: Names of Deceased Half-Breed and ...	Alphabetical list of the heirs of deceased Métis and Original White Settlers. Open
11	North-West Half-Breed Commission (Initial)	19-20	North-West Territories Half-Breed Index to Alphabetical...	Alphabetical index of applicants to the 1885 Half-Breed Commission. Index. Open
12	North-West Half-Breed Commission (Initial)	19-20	General Index to Manitoba and North-West Territories Hal...	Alphabetical Index for 19thB Commission (does not actually include Métis). Open
13	North-West Half-Breed Commission (Initial)	19-20	Half-Breed Index - Data Index, 1885-1888	Index used by Department officials to indicate when Métis claims turned. Open
14	Treaty 8 Commission	19-20	Register of North-West Half-Breed supplementary claims	Register of applicants under the Treaty 8 Commission. Organized by clai. Open
15	Treaty 8 Commission	19-20	Alphabetical Index to North-West Half-Breed supplement...	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
16	Treaty 8 Commission	19-20	Alphabetical Index to North-West Half-Breed Claims	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
17	Alberta, Manitoba and Saskatchewan/Manitoba Commission	19-20	North-West Half-Breed Claims - Register for Data	Register of applicants to the Saskatchewan component of the F0005. Open
18	Alberta, Manitoba and Saskatchewan/Manitoba Commission	19-20	Index to North-West Half-Breed Claims - Alberta Half-Breed	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
19	Alberta, Manitoba and Saskatchewan/Manitoba Commission	19-20	Index to North-West Half-Breed Claims - Alberta Half-Breed	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
20	Manitoba and North-West Territories Commission	19-20	Alphabetical Index to Manitoba and North-West Territories Hal...	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
21	Treaty 8 Adhesion Commission	19-20	Alphabetical Index to Adherence Claims of Half-Breed Inves...	A register of applications for Métis scrip investigated by J.A. Macdonald in 19. Open
22	Treaty 8 Adhesion Commission	19-20	Alphabetical Index to Adherence Claims, 1900, Investigated b...	Alphabetical Index to F0005. Includes the name of the claimant. Index. Open
23	Treaty 8 Adhesion Commission	19-20	Alphabetical Index to North-West Half-Breed Claims	Alphabetical Index to F0005. Includes the name of the claimant. Index. Open
24	Manitoba and North-West Territories Commission	19-20	Register of North-West Half-Breed Claims, 1901 - Claims 1...	Register of applicants who filed a scrip claim in 1901. Organized by date. Open
25	Manitoba and North-West Territories Commission	19-20	Index to North-West Half-Breed Claims - Alberta Commis...	Alphabetical Index to F0005. Includes the name of the applicant. Index. Open
26	Manitoba and North-West Territories Commission	19-20	Half-Breed Scrip - Index to Order of Attorney	Alphabetical Index to powers of attorney for Métis claimants, dated 1901. Open
27	Manitoba and North-West Territories Commission	19-20	Index, Orders for delivery of Half-Breed Scrip	Alphabetical Index of specific Métis claims investigated by the Department. Open
28	Manitoba and North-West Territories Commission	19-20	Register of North-West Half-Breed Claims reprocessed u...	Register of 1901 claims to the Manitoba and North-West Territories Com. Open
29	North-West Half-Breed Commission (Initial)	19-20	Applications	Applications filed under the initial 19thB Commission. Organized by name. Open
30	Manitoba Commission (Section 31)	19-20	Register of Delivery of Manitoba and North-West Territory...	Registers documenting the delivery of scrip to claimants. Organized by su. Open
31	Manitoba Commission (Section 31)	19-20	Register of Delivery of Manitoba and North-West Territory...	Registers documenting the delivery of scrip to claimants. Organized by date. Open
32	Manitoba Commission (Section 31)	19-20	Register of Delivery of Manitoba and North-West Territory...	Registers documenting the delivery of scrip to claimants. Organized by date. Open
33	North-West Half-Breed Commission (Initial)	19-20	Register of Half-Breed who received scrip under Order of A...	Registers of Métis who received scrip under the 19thB. Organized by date. Open
34	North-West Half-Breed Commission (Initial)	19-20	Register of Half-Breed who received scrip under Order of A...	Registers of Métis who received scrip under the 19thB. Organized by date. Open
35	North-West Half-Breed Commission (Initial)	19-20	Register of Half-Breed who received scrip under Order of A...	Registers of Métis who received scrip under the 19thB. Organized by date. Open
36	North-West Half-Breed Commission (Initial)	19-20	Northwest Half-Breed Commission, 1885 - Alphabetical I...	Alphabetical Index of claimants under the 19thB Commission. Referred. Open
37	North-West Half-Breed Commission (Initial)	19-20	Index to North-West Half-Breed Claims - North West Com...	Alphabetical Index of claimants under the 19thB Commission. Referred. Open
38	North-West Half-Breed Commission (Initial)	19-20	Index to North-West Half-Breed Claims - North West Com...	Alphabetical Index of claimants under the 19thB Commission. Referred. Open
39	North-West Half-Breed Commission (Initial)	19-20	North-West Half-Breed supplementary claims - Register N...	Register of claimants who received scrip under the 19thB Commission. C. Open

Example of an Airtable database with archival resources created by Know History.

During this phase of work, the research team will analyze the collected documents and draft ten short narratives that describe key heritage features along the river. The descriptions and their accompanying primary sources will be used to create an engaging interpretive map. The graphic design, GIS, and printing required to create the maps will take place in a later phase of this project.



Example of an interpretive map with historical information. This map, created by the Calgary Atlas Project, tells the story of labour history in Calgary.

Finally, the project team will draft a memo identifying a range of possible interpretive products that could be created using the stories and primary sources stored in the database. These products may include interpretive signs with a corresponding website, augmented reality tours, or documentaries.

## 2. Research Plan and Methodology:

An effective and well-planned research methodology is necessary to ensure that the archival research is conducted effectively. The following research plan outlines the various phases of work that will be completed through this project:

### Phase 1) Design a Public Participation and Indigenous Engagement Plan

This document will outline the principals that will guide the community facilitation workshops. In addition to outlining the logistics of the workshops, this document will summarize the goals of public engagement and how information will be collected during the workshops. The plan will be reviewed and approved by Smoky Lake before engagement begins.

### Phase 2) Facilitate Workshops and Draft Report

Virtual workshops will be held with various groups, as outlined in the Engagement Plan. The overarching goal of the workshops is to identify cultural resources and stories about the North Saskatchewan River Valley, which are valuable to the various communities who live there. Workshop participants will also express their visions for how the story of the river should be shared. The results of the workshops will be summarized in a short “What We Heard” report.

### Phase 3) Database Design and Development

Before researchers begin reviewing archival documents, the project team will develop a customized Airtable database. The database will be used to track

citation, geographic, and thematic information. The following six thematic categories have been identified by the project team in preparation for this research:

- Resource harvesting
- Water transport
- Riparian settlements
- Culture and recreation
- Historical significance for Indigenous peoples
- Jurisdictional use.

#### **Phase 4) Archival Research**

In preparation for this project, the research team developed a keyword list (see Appendix B) and ran the keywords through various archives to identify relevant collections. The results of this search can be found in Section 4 of this document.

In this phase of the project, researchers will review archival collections and catalogue documents in the Airtable database. To reduce travel costs, research will be conducted digitally whenever possible. Know History has staff in Calgary and Ottawa; therefore, Library and Archives Canada and the Glenbow can be accessed in person without incurring travel costs.

We anticipate that over 1,000 archival documents from various institutions will be reviewed during this project. To ensure that this work is completed accurately and efficiently, the project manager will use project management software, including ClickUp and ClickTime, to monitor researchers' progress.

#### **Phase 5) Analysis and Story Selection**

Tom Van Dewark and Mark Goudie will analyze the research and identify 10 key stories. If additional research is needed, it will be conducted during this phase. The project team will also acquire the rights to reproduce archival images as needed.

#### **Phase 6) Writing**

The research team will use the documents collected during the research phase to draft 10 stories. The narratives will be written for a public audience with an accessible and engaging tone. The stories will be sent to Smoky Lake for review and revisions. After the revisions are made, each story will be professionally copyedited.

#### **Phase 7) Interpretive Project Memo**

The research conducted for this project will be used to support a variety of heritage project that tell the story of the North Saskatchewan River. As part of the analysis phase, the project team will draft a final memo outlining a number of interpretive products that could be created to share the story of the North Saskatchewan River using the research completed in this project.

**3. Specific sources of primary and secondary information that will be consulted (e.g., archives, libraries, private collections, oral interviews, books)**

Archival research will be conducted in the following archives:

- Library and Archives Canada
- Provincial of Archives of Alberta
- Glenbow Library and Archives
- City of Edmonton Archives
- Red Deer and District Archives
- Esplanade Archives
- Hudson's Bay Company Archives, Archives of Manitoba
- Smoky Lake County Corporate Archives
- Archives of Ontario

**4. When researching at an archives facility: list of specific collections that will be assessed**

**Library and Archives Canada**

- Canadian National Railway Company fonds
- D.M. Beach Old & Rare Books Collection
- Department of Railways and Canals fonds
- Department of the Interior photographic records (Alberta) [graphic material]: alpha-numerical series A
- Ernest Brown fonds
- Geological Survey of Canada collection
- L.R. Voligny collection
- Maps, plans, and charts collection; Prairies - Maps, Charts and Plans series
- Peter Winkworth Collection of Canadiana at the National Archives of Canada
- RG2, Privy Council Office, Series A-1-a
- RG2, Privy Council Office, Series A-5-a
- RG10, Indian and Inuit Affairs Program sous-fonds
- Sandford Fleming fonds
- Specialized Media Section Slide Library - Photo Reference Catalogue
- Sydney Prior Hall fonds
- William Francis Butler fonds

**Provincial Archives of Alberta**

- Aimée Hill fonds
- Alfred Rathgeber fonds
- Amelia E. McCrum fonds
- Arthur George fonds
- Audio Visual and Exhibit Services files
- Department of Lands and Forests fonds

- Department of Sustainable Resource Development fonds
- Edmonton Flood 1915 Photographic collection
- Edmonton Liberal Conservative Association fonds
- Elizabeth McCrum fonds
- Frank Oliver Studios fonds
- Garneau Studio fonds
- Godfrey Baker fonds
- Grace M. Rider fonds
- Hanna Chubb fonds
- James Grierson MacGregor fonds
- Ministerial Records series
- Mrs. H.M. Samis Fonds
- Nick Ochotta fonds
- Nordegg Historical Society fonds
- North West Mill & Feed Company Fonds
- Peter Erasmus Fonds
- Premier's Office files
- Ron La Rose collection
- Rowand family fonds
- Thunderbird Photographers fonds
- Trap Line Registration Records
- Trifon Fedoruk fonds
- University of Alberta Extension Department Collection
- William (Bill) G. Milne fonds

### **Glenbow Library and Archives**

- Canadian Pacific Railway Land Settlement and Development fonds
- David Thompson fonds
- Digital Photograph Collection
- Federation of Métis Settlements fonds
- Frank Laut fonds
- George and John McDougall family fonds
- James Brady fonds
- Peter Erasmus fonds
- Peter Fidler fonds
- Ralph G. Steinhauer fonds
- Richard C. Hardisty fonds
- Robert Bird Steinhauer fonds

### **City of Edmonton Archives**

- "Look Out Edmonton: The Great Flood of 1915", A2013-59

- City of Edmonton. Parks and Recreation Department fonds, Fort Edmonton Park sub-series
- Ella May Jacoby Walker fonds
- Hubert A. Hollingworth fonds
- Northern Alberta Pioneers and Descendants Association fonds
- Office of the City Clerk Current Bylaws collection
- RG 7, Series 4 - Civic Centennial Committee, Box 9, File 216: Centennial Canoe Pageant

### **Red Deer and District Archives**

- A. F. Buckham fonds

### **Esplanade Archives**

- LaFramboise family fonds

### **Hudson's Bay Company Archives, Archives of Manitoba**

- Edmonton correspondence books
- Edmonton post journals
- Hudson's Bay House Library photograph collection subject files
- Rocky Mountain House post journals

### **Archives of Ontario**

- David Thompson fonds

#### **5. For oral history projects: whether the oral recordings will be transcribed, annotated or indexed**

Not applicable, as oral history interviews will not be conducted as part of this project.

#### **6. For building survey projects: how the results of the survey are being recorded/documentated**

Not applicable, as building surveys will not be conducted as part of this project.

#### **7. For municipal inventory / management plan: approach to use in selecting sites, evaluating significance, developing municipal heritage management processes**

Not applicable, as this project focuses specifically on archival research and analysis.

Heritage management plans will be created as part of the larger North Saskatchewan Heritage River Initiative; however, it is outside of the scope of the specific project described here project.

**8. For research projects by a post-secondary institution: annotated bibliography or literature review of most pertinent sources; brief discussion of theoretical framework; evidence of ethics approval, if applicable**

Not applicable, as the project is not being conducted by a post-secondary institution.

**9. For projects with Indigenous content, indicate how Indigenous communities have been involved in project development**

Smoky Lake County engaged with dozens of Indigenous organizations, including the Métis Nation of Alberta (MNA); Métis Settlements, including Kikino, Buffalo Lake, Elizabeth, and Fishing Lake; the Confederacy of Treaty 6 First Nations; and individual First Nations across Treaty 6 territory, including Alexander First Nation, Alexis Nakota Sioux Nation, Beaver Lake Cree Nation, Cold Lake First Nation, Enoch Cree Nation #440, Ermineskin Cree Nation, Frog Lake First Nation, Heart Lake First Nation, Kehewin Cree Nation, Louis Bull Tribe, Montana First Nation, O'Chiese First Nation, Onion Lake Cree Nation, Paul First Nation, Saddle Lake Cree Nation, Samson Cree Nation, Sunchild First Nation, and Whitefish Lake Indian Reserve #128 (Whitefish (Goodfish) Lake First Nation).

In January and February 2021, Smoky Lake County contacted each of the aforementioned Treaty 6 First Nations by phone and email. In October 2021, the County sent a letter to over 80 First Nations contacts across Alberta, providing information about the Initiative and committing to further engagement during the management planning process. Letters of Support have been provided by both the Métis Nation of Alberta and the Confederacy of Treaty 6 First Nations for the North Saskatchewan River nomination to the Canadian Heritage Rivers System. Input received from these organizations contributed to the development of the project plan and will continue to inform the project's goals and direction.



## Part 2) Project Benefits

### **1. Project benefits and outcomes; how will the project preserve, interpret promote awareness of Alberta's history/heritage.**

This project will preserve and promote the history of the North Saskatchewan River. The river's history is told through documents and images that are currently held in archives throughout Alberta and in national archives in Ontario. By consolidating these documents in a database, this project will act as the first step in telling a cohesive story about the river.

The project is intended to foster pride among local citizens in their collective past and in the immense heritage value of the river. The research conducted during this project will also serve as the basis for future tourism projects, such as interpretive signs, maps, documentaries, or tours.

### **2. Who benefits from this project; target audience**

This project will benefit residents of various communities located along the North Saskatchewan River by attracting tourism. In particular, it will benefit the communities who have the deepest roots in the area, including First Nations and Métis, by preserving their heritage and sharing their perspectives. The target audiences are residents and heritage tourists who would use the interpretive products

### **3. If part of a large initiative, brief description of the larger initiative and how this project fits in**

This archival research project is part of the larger North Saskatchewan Heritage River Initiative led by Smokey Lake County. The goal of this initiative is to see 718 km of the North Saskatchewan River (from the Banff National Park boundary to the Province of Saskatchewan) designated as a Canadian Heritage River. This honorary designation celebrates the cultural, natural, and recreational values of exceptional Canadian rivers. Specifically, Smokey Lake County has commenced this project to:

- Heighten pride, stewardship, education, awareness, and placemaking
- Strengthen and improve relations with Indigenous communities
- Support tourism recovery and development across the province.

The initiative has secured support from fifteen river-adjacent municipalities, the Métis Nation of Alberta (MNA), the Confederacy of Treaty 6 First Nations, the Tsuut'ina Nation, the Kainai Nation, the River Valley Alliance (RVA), North Saskatchewan Watershed Alliance (NSWA), Explore Edmonton, Fort Edmonton, Paddle Alberta, Travel Alberta, Indigenous Tourism Alberta, and EPCOR Ltd., among others.

The initiative is designed to support and generate awareness among river partners, residents, and users to the natural values of the North Saskatchewan River. The research conducted during this phase of the project will be used to create a variety of

interpretive products, such as maps, signs, documentaries, or tours, which share and celebrate the history of the river.

This initiative aligns with work being undertaken by other organizations and communities along the river, such as:

- Province of Alberta North Saskatchewan Surface Water Quality Framework
- Explore Edmonton 10-year Tourism Master Plan (Including Strategy 3)
- Smoky Lake County, Strathcona County, and Parkland County Tourism Strategies - EPCOR WaterSHED Monitoring Program
- Travel Alberta Bootstrap Recovery Strategy (2021-2024) and Indigenous Tourism Alberta
- City of Edmonton
- Touch the Water Promenade Project
- River Valley Planning Modernization Project (2021-2022)

**4. For projects associated with post-secondary institutions: where the project fits in the existing historiography**

Not applicable, as the project is not being conducted by a post-secondary institution.

---

## **Part 3) Applicant's Profile; Qualifications of Individuals or Teams Involved in the Project**

### **1. Background/profile of the applying organization.**

Located just over an hour (120 km / 75 miles) northeast of Edmonton in Alberta's Lakeland, this progressive county of about 4,000 residents features great opportunities for affordable country living, recreation, agriculture, and development. The County is blessed with many lakes and natural areas, as well as historic sites that are attractive to vacationers and wildlife enthusiasts. Smoky Lake County is also adjacent a 50 mile stretch of the north shore the North Saskatchewan River. We recognize the importance of conserving and enhancing our community character and natural environment, and the roots from which we continue to grow.

Smoky Lake County is committed to identifying and preserving its rich heritage through comprehensive policies and programs. The County is home to multiple historic sites, including Victoria District National Historic Site of Canada, Victoria Settlement Provincial Historic Site, Métis Crossing, and historic ferry crossing.

### **2. Resumé or information on experience/qualifications of individuals/teams involved in the project; statement or**

See Appendix A.

### **3. For projects involving research work: clear statement of the individual's or team's ability to undertake research**

Smoky Lake County will work with Know History to complete this research. Know History is a historical services firm that specializes in researching, documenting, and presenting Canada's past. They have over 70 staff and offices in Calgary and Ottawa. Know History has worked alongside community groups, museums, municipalities, and Indigenous Nations from across the country to complete over 300 projects. They were the first Canadian firm to receive the Excellence in Consulting Award from the American National Council on Public History and the first private firm to be awarded the Canadian Historical Association's Public History Prize.

## **Part 4) Distribution Plans / Public Access**

### **1. Marketing or distribution plans; how the end-product(s) will be made available/accessible to the general public or target audience**

The research conducted through this project will provide content for a number of heritage and tourism products that will be created in the future. These products will be designed in consultation with members of the North Saskatchewan Heritage River Initiative. The products will share the history of the river with community members and tourists.

The text for the interpretive map of the river will be completed during this project. The GIS, graphic design, and printing will be completed at a later stage. This map will be shared as a free resource at popular tourist destinations and community centres throughout the area. Digital copies of the map will also be shared on social media and municipal websites.

### **2. If applicable, the public repositories (such as libraries, archives) receiving donated copies**

Not applicable.

## Part 5) Project Schedule

Summary or table of main tasks/activities, individuals and teams involved, start and completion dates.

Task	Date	Who
Project start-up and kick-off meeting	June 6 – 10, 2022	All
Design a public participation and Indigenous Engagement Plan	June 10 – 30, 2022	TBD*
Facilitate Workshops and draft report	July 1 – 29, 2022	TBD*
Database creation	July 1 -15, 2022	Tom Van Dewark and Mark Goudie
Research methodology creation	July 15 - 29, 2022	Tom Van Dewark and Mark Goudie
Archival Research (digital and in person)	August 1 – Sept 31, 2022	Tom Van Dewark and Mark Goudie
Case Study – Writing	September 31 – October 21, 2022	Tom Van Dewark and Mark Goudie
Case Study – Editing	October 21 – 26, 2022	Connie Wren-Gunn
Smoky Lake reviews and provides revisions	October 26 – Nov 2, 2022	Kyle Schole
Review and Edits	November 2 – November 17, 2022	Tom Van Dewark and Mark Goudie
Interpretive Project Memo – Research	November 17 – December 2, 2022	Ashley Henrickson
Interpretive Project Memo – Writing	December 2 –16, 2022	Ashley Henrickson
Interpretive Project Memo – Editing	December 16 - 20, 2022	Connie Wren-Gunn
Project completion	December 20, 2022	All

\* An EIO was released this fall and several qualified individuals and companies submitted proposals. The consultant will be chosen before the project begins.

## Part 6) Community Support

### 1. Brief description of community support for the project

The North Saskatchewan Heritage River Initiative has secured support from 15 river-adjacent municipalities, the Metis Nation of Alberta (MNA), the Confederacy of Treaty 6 First Nations, the Tsuut'ina Nation, the Kainai Nation, the River Valley Alliance (RVA), North Saskatchewan Watershed Alliance (NSWA), Explore Edmonton, Fort Edmonton, Paddle Alberta, Travel Alberta, Indigenous Tourism Alberta, and EPCOR Ltd., among others.

### 2. Signed letters from individuals or organizations demonstrating community support for the project

See Appendix D

## Part 7) Project Budget

Item	Amount Requested from Grant	Funding Contribution Secured from Parks Canada	In-Kind Donation by KH	In-Kind Donation by Smoky Lake
Project start-up and kick-off meeting	\$475.00			\$475.00
Design a public participation and Indigenous Engagement Plan		\$10,000.00		
Database creation	\$525.00			
Research methodology creation	\$1,000.00			
Library and Archives Canada	\$5,045.00			
Glenbow Western Research Centre	\$2,345.00	\$1,000		
Provincial Archives of Alberta	\$1,995.00	\$1,000		
Regional institutions	\$6,920.00	\$1,000		
Facilitate Workshops and draft report		\$10,000		

## Heritage Preservation Partnership Program – North Saskatchewan River Historic Research

Case Study – Writing	\$4,110.00	\$2,000		
Case Study – Editing	\$1,950.00			
Review and Edits				\$1,200.00
Interpretive Project Memo – Research			\$960.00	
Interpretive Project Memo – Writing			\$1,680.00	
Interpretive Project Memo – Editing			\$490.00	
Review and Edits				\$1,200.00
Ongoing Project Management	\$570.00			\$3,000.00
<b>Total:</b>	<b>\$24,935.00</b>	<b>\$25,000.00</b>	<b>\$3,130.00</b>	<b>\$5,875.00</b>

Note: This project budget has also been completed on Section F of the application form.

**1. If the requesting or receiving funds from other sources: indicate the amount and expenses/work associated with the funds**

Parks Canada has provided \$25,000.00 funding to support this project. Additionally, Smoky Lake County is donating \$5,875.00 worth of in-kind labour, and Know History is donating \$3,130.00 worth of in-kind labour.

**2. Quotes/Estimates of major expenses (KH research quote)**

See Appendix C for the quote provided by Know History.

**3. How is the applicant planning to obtain any pending contributions.**

The funding from Parks Canada has been confirmed. The in-kind donations from Smoky Lake County and Know History will be confirmed if this grant is awarded.

**4. How will the applicant address a funding shortfall (that is, if the program is unable to provide full eligible funding or if funds from other sources cannot be obtained?)**

If the full amount is not awarded, the project scope can be reduced by conducting fewer hours of archival research.

**5. If there is a funding shortfall, will the project remain viable?**

Yes, the project scope can be reduced to complete the project with fewer financial resources.



## North Saskatchewan River Historic Research

## SECTION E: IN-KIND COSTS (DONATED LABOUR, MATERIALS, SERVICES AND EQUIPMENT)

Work Description	Source of donated labour/materials/services/equipment, include unit rate, number of hours	Value excluding GST
Know History conduct research about a variety of interpretive products that could be created to share the story of the North Saskatchewan River. This will include researching best practices, funding opportunities, and the pro and cons of each option.	Donated staff time (Ashley Henrickson and Tom Van Dewark) \$120/h x 8 h	\$960.00
will draft a final memo outlining a number of interpretive products that could be created to share the story of the North Saskatchewan River using the research completed in this project.	Donated staff time (Ashley Henrickson and Tom Van Dewark) \$120/h x 14 h	\$1,680.00
Know History will professionally edit the memo.	Donated staff time (Connie Wren-Gunn) \$120/h x 2 h + Review by CEO (Ryan Shackleton) \$150/h x 2	\$490.00
Smoky Lake will attend the project start-up meeting.	Donated Staff time (Kyle Schole and Jordan Rueg)	\$475.00
Smoky Lake will review and provide revisions the 10 case studies.	Donated Staff time (Kyle Schole and Jordan Rueg)	\$1,200.00
Smoky Lake will review the final memo.	Donated Staff time (Kyle Schole and Jordan Rueg)	\$1,200.00
Smoky Lake will conduct ongoing project management throughout the project and meet regularly with the project team of the course of 6 months.	Donated Staff time (Kyle Schole and Jordan Rueg)	\$3,000.00
<b>Total value of in-kind costs</b>		<b>\$9,005.00</b>
<b>Enter total value of in-kind costs on line 2 of Section F Project Budget</b>		

## North Saskatchewan River Historic Research


## SECTION D: CASH COSTS

Description of Cash Cost	Amount excluding GST
Project start-up and kick-off meeting	\$475.00
Design a public participation and Indigenous Engagement Plan	\$10,000.00
Database creation	\$525.00
Research methodology creation	\$1,000.00
Library and Archives Canada	\$5,045.00
Glenbow Western Research Centre	\$3,345.00
Provincial Archives of Alberta	\$2,995.00
Regional institutions	\$7,920.00
Facilitate Workshops and draft report	\$10,000.00
Case Study – Writing	\$6,110.00
Case Study – Editing	\$1,950.00
Ongoing Project Management	\$570.00
<b>Total cash costs</b>	<b>\$49,935.00</b>
Enter total cash costs on line 1 of Section F Project Budget	



## KYLE SCHOLE

Planning Technician, Smoky Lake County

 780.650.2059

 [kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)



### CAREER SYNOPSIS

Kyle is a Planning Technician with Smoky Lake County, where he has served for nearly three years. Given the small rural nature of the County, the work of his department is varied, encompassing heritage, environmental, inter-municipal, and land use planning. He brings a strong understanding of policy sustainability, and environmental conditions to his work to achieve a balance between conservation of natural resources and development pressures.

Kyle has served as a Policy Intern in the Office of the Minister for Agriculture and Agri-Food Canada, and he studied Political Science at the University of Calgary. Previously, he was also a certified kayak guide on Canada's rugged West Coast.

### EDUCATION

Applied Land Use Planning (ALUP) Certificate,  
University of Alberta, 2018 - 2021

Political Science, International Relations, and Canadian Studies,  
University of Calgary, 2011 - 2015

### KEY PROJECTS

#### Land Use

- Intermunicipal Collaboration Frameworks (ICFs) and Intermunicipal Development Plans (IDPs)
- Land Use Bylaw (LUB) & Municipal Development Plan (MDP) Renewal
- Victoria District Area Structure Plan (ASP) Renewal
- Wetland Replacement Program
- Trails Strategy

#### Heritage

- Heritage Management Plan Implementation
- Municipal Historic Resource Designations

#### Environmental

- Public Land Sale (PLS) Application
- Water Act Approvals: River Accesses
- Waskatenau Nuisance Ground Environmental Remediation

#### Tourism

- Victoria District Economic Development Strategy

### PROFESSIONAL & VOLUNTEER

**Member at Large, Board of Directors**  
North Saskatchewan Watershed Alliance (NSWA)  
June 2021 - Present

**Planning Technician**  
Smoky Lake County, February 2019 - Present

**Development Officer 1**  
City of Lacombe, April 2018 - November 2018

**Development Officer (term)**  
Town of Westlock, September 2017 - April 2018

**Kayak Guide**  
Pender Island Kayak Adventures (PIKA)  
May 2017 - September 2017

**Assistant Concierge & Guest Services**  
Wickaninnish Inn, Tofino  
September 2016 - May 2017

**Sales Staff**  
Mountain Equipment Coop (MEC), Calgary  
May 2016 - September 2016

**Volunteer, Calgary Stampede**  
International Agriculture Committee, 2016

**Policy Development & Review Committee (PDRC)**  
University of Calgary Students Union, 2012 - 2015

**Policy & Issues Management Intern**  
Office of the Minister for Agriculture and Agri-Food Canada (AAFC), May 2015 - October 2015

**Program Intern, International Office**  
University of Calgary, April 2014 - August 2014

**Office Manager & Facility Curator**  
Canadian Tractor Museum, Westlock  
April 2013 - August 2013

**Weed Inspector**  
Agriculture Services, Westlock County  
April 2012 - August 2012

## TOM VAN DEWARK, MASTER OF ARTS (PUBLIC HISTORY)

### Professional Experience

- Senior Associate, Know History, August 2016-Current
- Robert Cochrane Lambton County Fellowship, Oil Museum of Canada, May-August 2016
- Collections Assistant, Fanshawe Pioneer Village, January-May 2016
- Educational Facilitator, Banting House National Historic Site of Canada, 2014-2016
- Educational Facilitator, Royal Canadian Regiment Museum, 2014-2016

### Education and Training

Master of Arts, Public History, Western University, 2017  
Honours Bachelor of Arts, History, Western University, 2016

### Select Projects

1. **Tulita Visitor Centre (Parks Canada) (2021) Role: Project Lead.** Tom is leading historical community engagement and historical research in support of interpretive elements of Parks Canada's upcoming visitor center in the Hamlet of Tulita, Northwest Territories. The research process includes a summary and gap analysis of Parks Canada's existing resources, a literature review, community oral histories, and supporting archival research.
2. **Lake Superior National Marine Conservation Area Exhibit. (Parks Canada) (2021) Role: Project Lead.** Know History is working with Parks Canada and the MNO Region 2 Consultation Committee to create a framework for the inclusion of Métis components in the LSNMCA Interpretive Centre. The framework will be supported by a literature review, archival research, and remote community engagement. The final product will draw upon additional research from KH290: Region 2 LSNMCA Video, which is focusing on the same Métis community, time-period, and subject matter.
3. **Metis Research Sault Ste. Marie Canal National Historic Site (Parks Canada) (2019) Role: Project Lead.** Know History was commissioned by Parks Canada in 2019 to research the historical occupation and land use by Métis in the Sault Ste. Marie area and see how this history could be better incorporated into the historic site's story. Tom oversaw the research and consultation which involved collecting material from libraries, archives, and museums, and compiling it in an inventory and bibliography. This research was also used to write a literature review that outlined pertinent information and identified research gaps and contradictions. Know History also conducted oral history interviews with elders and other knowledge holders. All information was compiled into a final report detailing the history of Métis in Sault Ste. Marie and highlighting how it could best incorporate into the existing interpretive material at the Canal.
4. **Alberta Historic Métis (Métis Nation of Alberta) (2017 –2020) Role: Project Lead.** Know History has worked closely with the MNA to identify Métis ancestors in Alberta and to trace the relationships between contemporary Métis ancestors and members of the historic community. Tom worked with senior management at the MNA to create a project

## Appendix B: Key Team Member Resumes

plan and methodology that suited their unique needs, managed the collection and review of archival documents, and the extraction of data into a customized database that tracked the location and extent of the regional Métis population. He also oversaw the production of a customized genealogical database designed to support the MNA needs.

5. **Urban Métis (Toronto and York Region Métis Council) (2019) Role: Project Lead.** Know History was retained by the Toronto & York Regional Métis Council (TYRMC) to conduct research about the experiences of Urban Métis in Toronto and York. Tom and the project team lead two community consultation workshops in which they worked with Métis citizens to explore Métis urban land use practices, document Métis perspectives about their urban land use, and provided an initial assessment of how the TYRMC have responded to the challenges facing Urban Métis. Tom led mapping exercises and over saw the creation of the final report.
6. **Historic Métis Population of St. Albert and Fort Edmonton (Métis Nation of Alberta) (2018) Role: Project Lead.** Know History was retained by the Métis Nation of Alberta to develop a methodology and database in order to identify the Métis individuals and families who made up the historic Métis population of St. Albert and Fort Edmonton, which roughly corresponds to the MNA Region 4. Tom oversaw the project team and developed a project plan in corporation with other senior staff at Know History. This work required collecting historical vital statistic information, organizing that information into databases, and analysing that information. In addition to identifying the individuals who made up this historic community Know History also examined how the mobility of these individuals and use social network analysis to examine the kinships connections between the population.
7. **MNO Educational Documentaries, Métis Nation of Ontario, (2018) Role: Project Lead.** Know History is producing a seven-part series of education documentaries, each highlighting a select historic Métis community. Tom's is responsible for researching and writing seven scripts, conducting twenty-eight interviews with community members, and acting as a liaison between the client and partnered production company.
8. **Registry File Review, Métis Nation of Ontario, (ongoing) Role: Researcher.** Know History is conducting a review of over 20,000 files, ranging in length from 5 to more than 150 pages. Tom's responsibilities include, cataloguing, file review, database management, and detailed data entry in customized Access databases.
9. **UNESCO World Heritage Site Application, Oil Museum of Canada, (2017) Role: Researcher.** The Oil Museum of Canada and Fairbank Oil Properties submitted a joint UNESCO World Heritage Site Application. Tom provided the supporting historical research related to indigenous petroleum usage in southwestern Ontario. He developed an access database which catalogued known indigenous wells and archival references to the locations of potential indigenous wells. This database was cross referenced against

## Appendix B: Key Team Member Resumes

databases of historic Euro-Canadian wells which is managed by the Ministry of Natural Resource's Oil, Salt, and Gas Library.

- 10. "Typography of Grief" Digital Exhibition, Virtual Museum of Canada, (2017) Role: Researcher.** This exhibition highlights the impact of the First World War on the London, Ontario, Homefront. Tom identified the homes of ten First World War casualties from attestation papers and city registers, photographed the contemporary houses, collected associated historical media, and wrote accompanying soldier biographies.
- 11. 150 Years: 150 Artifacts, Fanshawe Pioneer Village, (2017) Role: Collections Assistant.** Tom was a member of a five-person team which designed and delivered a full gallery exhibition for Fanshawe Pioneer Village. Tom assisted with artifact selection from the PastPerfet database, worked with the permanent collection and items on load, created text panels, and assisted with exhibit installation.
- 12. Old North Heritage Designation Project, City of London, (2016) Role: Research Assistant.** Tom wrote an assessment of heritage and cultural value for 1000 Richmond St, London, Ontario. He also presented his findings to the London Heritage Council. Tom utilized city directories, fire insurance maps, architectural drawings, and local histories to demonstrate that this residence met the requirements for designation under Section 29 of the *Ontario heritage Act*.

## ASHLEY HENRICKSON, MASTER OF ARTS (HISTORY)

### Professional Experience

- Manger, Marketing and Business Development, Know History Inc., January 2021 - Present
- Senior Associate, Know History Inc., August 2020 – January 2021
- Associate, Know History Inc., July 2019 – August 2020
- Museum Educator, Galt Museum and Archives, and Fort Whoop-Up, December 2017 – July 2019
- Research Assistant, University of Lethbridge Department of History and Institute for Child and Youth Studies, June 2016 – December 2017

### Education and Training

Master of Arts, History, University of Lethbridge, 2018

Bachelor of Arts, University of Lethbridge, 2016

Bachelor of Education, University of Lethbridge, 2016

### Select Projects

1. **1881 Nisga'a Protest Delegation Research, Ginger Gosnell-Myers (2021). Role: Project Lead.** In 1881 the Nisga'a Nation sent a protest delegation to parliament in Victoria to share their concerns about the influx of settlers. Know History was retained to conduct archival research related to the event. All research was summarized in a final memo and document collection.
2. **Harvester File Review (Métis Nation of Alberta) (2019 –2020). Role: Quality Assurance** Conducted historical and genealogical research to verify the connections between contemporary Métis citizens and their ancestors. As a member of the Quality Assurance Team Ashley reviewed the work of other team members and trained new staff.
3. **Historical Poster Series (Métis Nation of Ontario) (2019-2020). Role: Interpretive Writer:** The Métis Nation of Ontario engaged Know History to do three series of interpretive posters telling the story of historical Métis communities, regions, and families. As one of the interpretive writers Ashley conducted historical research to identify compelling stories and images and shared this information through engaging textual content. The resulting posters were featured at the MNO Annual General Assembly and shared with Métis citizens across Ontario.
4. **Dakota Genealogy Workshops (Whitecap Dakota First Nation) (2019). Role: Workshop Facilitator.** Know History was retained by the Whitecap Dakota First Nation to

conduct a study of Dakota genealogy focusing on the communities of Whitecap, Wahpeton, and Standing Buffalo First Nations. Know History facilitated six participant-led genealogy-building sessions in Saskatchewan. Ashley helped to facilitate related genealogical workshops in 2020.

5. **Elders of the Future (Collaboration between Opokaa'sin Early Intervention Society, Institute for Child and Youth Studies at the University of Lethbridge and Casa Community Arts Centre) (2016-2017) Role: Curation Team Co-Lead.** Ashley oversaw a multi-cultural youth curation team who created an exhibition demonstrating the strength and resiliency of local Blackfoot families through artwork, photography, beading, and dance. This exhibition was the final step the Raising Spirits project, multi year collaboration between the University of Lethbridge and Opokaa'sin Early Intervention Society.
6. **The Pandemic at Home (Galt Museum and Archives) (2018). Role: Guest Curator.** Ashley served as the Guest Curator researching, writing, and designing an exhibition examining how the 1918-1919 Influenza Pandemic affected families in Lethbridge and South Western Alberta. Special attention was paid to the experiences of understudied groups including Indigenous Nations (who faced even higher mortality rates than other population in Southern Alberta) and children.
7. **Harvest (Galt Museum and Archives) (2018-2019). Role: Project Lead.** As a Museum Educator, Ashley oversaw the development of new programming for kindergarten to grade 12 students who visited the Museum. Ashley also led a team of volunteers and university students in the creation of "Harvest", a simulation boardgame designed to teach grade four students about the effects of the Great Depression on farming families in South Western Alberta. To create the game, the project team conducted five oral history interviews with community members who were children during the 1930s. Their experiences form the basis of the interactive learning experience.
8. **100th Anniversary of The First World War: Southern Alberta at War. (2018) Role: Project Lead.** As a Museum Educator, Ashley updated the Galt Museum and Archive's education program "Southern Alberta at War" to tell the stories of three Lethbridge families who were greatly affected by the war. The program uses cultural resources including oral histories, artifacts, and letters to engage students in history of the conflict. This program also brings to light the experiences of under-represent groups, by exploring the experiences of Tomomi Okutake a Japanese Canadian who served in the war.



## Select Publications and Presentations

“Dear Daddy”: Children, Writing and the First World War” in *Children, Youth, and War*, edited by Barba Lorenzkowski, Kristine Alexander, and Andrew Burch (McGill-Queen’s University Press). Forthcoming.

“Crisis gift giving: What Calgarians gave 100+ years ago.” *LiveWire Calgary* (April 2020).

“Voices from the past: Finding and incorporating historical documents in the humanities classroom.” Presentation at Calgary Teachers Convention, Calgary, Alberta. (February 2020).

“Lest We Forget: Letters Home,” *Canadian Cowboy Country Magazine*, (November 2019): 25-27.

“You Can’t Touch That: Teaching Elementary Students about the Past at the Galt Museum.” Presentation at “At the Intersections of Youth and Museums: How we Teach the Past,” Lethbridge, Alberta. (April 2019). (With LaRae Smith and Benjamin Weistra).

“Empowering Undergraduate Researchers at the Galt Museum,” *A Light on Teaching Magazine* (2019-2020): 16-19. (With Kristine Alexander, LaRae Smith and Benjamin Weistra).

““I think this war is...”: How Albertan Students Experienced and Understood the Changes that the First World War Brought to their Classrooms.” Paper presented at Canadian Historical Education Association Bi-Annual Conference, Fredericksen, New Brunswick. (October 2018)

“Dear Marjorie... How does it feel to have a soldier brother?: The relationship between Canadian siblings in the Great War.” Paper presented at “Children, Youth, and War Symposium” University of Athens, Athens, Georgia, USA. (March 2018.)

“Engaging Students with Social History,” Presentation at the Southern Alberta Teachers Convention, University of Lethbridge, Lethbridge, Alberta. (February 2018).

“Children of Conflict.” *Canada’s History*, (October 2018): 44-47. (With Kristine Alexander).

“The War at School: The Experiences of Alberta School Children during World War One (1914-1918).” *Alberta History*, Volume 66 Number 4 (Autumn 2018): 16-23.

“Children of Industry.” *Canada’s History*, (March 2018): 32-40.

“Childhood Studies Goes to War: Children’s Literature and Culture of the First World War.” Review of *Children’s Literature and Culture of the First World War*, edited by Rosemary Johnston, Lissa Paul, and Emma Short. *Jeunesse: Young People, Texts, Cultures* Volume 9 Number 2. (March 2018).

“Translating Encounters and Challenging Settler Colonialism: How a Transmedia Project Connects Indigenous Young People with Higher Education.” *Journal of Community and Higher Education*, Volume 10 Number 1 (2018): 61-71. (With Jan Newberry, Tanya Pace Crosschild, Kristine Alexander, Erin Spring, Amy Mack, Taylor Little Mustache, Kaitlynn Weaver, Telsa Heavy Runner, Hudson Eagle Bear.)

“Family Stories and the First World War.” Paper presented at the Annual Meeting of the Canadian Historical Association, Calgary, Alberta. (April 2016).

**MARK GOUDIE, MASTER OF ARTS (PUBLIC HISTORY & ARCHIVES)****Professional Experience****Canada's Sports Hall of Fame** – Education Program Planner (Sept. 2020 – Present)

- Developed curriculum-based virtual education content to be offered to students across Canada.
- Developed a new *Artefact Talks* virtual education program which uses WebRotate360 technology to facilitate object-based learning.
- Ensured that current virtual education programs were properly aligned with Alberta provincial curriculum standards.
- Conducted research on newly accessioned artefacts relating to Canada's sporting history.

**Canmore Museum and Geoscience Centre** – Interpreter (May 2020 – Sept. 2020)

- Developed and delivered curriculum aligned summer camps for children.
- Developed a new object-based learning strategy for the Canmore Museum and assisted the incoming Executive Director with a strategic overhaul of the Museum's interpretive strategy.

**New-York Historical Society** – Exhibitions Intern (Jan. 2020 – May 2020)

- Conducted preliminary background research on an in-development exhibition centered around American constitutional history and the 14<sup>th</sup> Amendment.
- Conducted extensive archival research to track and map the speaking schedule of Frederick Douglass.

**Vancouver Maritime Museum and Archives** - Visitor Services Staff (May 2018 - April 2020)

- Delivered roving interpretation to museum guests. Answered guest inquiries and interpreted artefacts.
- Acquired extensive knowledge of Pacific Northwest maritime history, naval history, watercraft, and Canadian history.

**Eleanor Roosevelt Papers Project** – Intern (May 2019 – Aug. 2019)

- Conducted archival research at the Library of Congress centered around Eleanor Roosevelt's involvement with the United Nations.
- Wrote and edited sections of the forthcoming edition of the Eleanor Roosevelt Papers.

**New York University Division of Libraries** – Graduate Assistant (Sept. 2018 – May 2019)

- Ensured that scholarly materials housed by NYU's Special Collections units were well organized and available for research.

**Heritage BC** – Contracted Researcher (May 2018 – October 2018)

- Contracted to develop best practices documentation on tax incentives for historically significant homes.
- Conducted research on incentives for historically significant properties in municipalities throughout BC.

## Education

### **New York University** – MA in Public History & Archives (Sept. 2018 – May 2020)

- 4.0 GPA
- Thesis: Omissions and Opportunities: Charting New Directions for Filipino Public History in Canada.
- Relevant courses: Approaches to Public History, Creating Digital History.

### **The University of British Columbia** – BA in History (Sept. 2012 – May 2017)

- 3.9 GPA
- History Student's Association.

**Archival Collections Keyword Search List (Not exhaustive)**

Rocky Mountain House	Edmonton gold mining	Aemilius Simpson
1915 Flood	George Grant of the	Lieutenant John Henry
Abraham Lake	Sandford Flemming	Lefroy
Big Horn Dam	expedition	Lieutenant Thomas
Big Horn River	Charles Napier Bell	Blakiston
Brazeau Dam	Roman Catholic Mission,	Captain John Palliser
Drayton Valley	St. Paul de Cris	wildlife enthusiast Eugene
Edmonton	Buckingham House	Bourgeau
Fort Edmonton	York Boat	geologist James Hector
Fort Saskatchewan	Sternwheeler	Sir Sandford Fleming
Rocky Mountain House	The S. S. Northcote	Paul Kane
Anthony Henday	The Lily	James Carnegie, sixth de
Henry Kelsey	General T. B. Strange at	facto and ninth de jure Earl
Plano peoples	Fort Edmonton	of Southesk
Treaty 6	John Walter, Edmonton	William Wentworth-
Mistawāsis (Big Child)	James Carnegie, the 9th	Fitzwilliam
Plains Cree	Earl of Southesk,	Viscount Lord Milton
David Thompson	William Francis Butler	Dr. Walter Cheadle
Charlotte Small	Victoria Settlement	Chief Maskepetoon
Peter Fidler	National Voyageur Canoe	Chief Pakanuk Pakan
Peter Pond	Competition of 1967	Chief Mistahimaskwa
Rabbit Hill	Shunda Valley	Big Bear
Whitemud	Nordegg	Victoria Belcourt Callihoo
Blackmud	Fort Edmonton Park	Gabrielle Dumont
Rundle Park	Eagle Point Provincial	Peter Erasmus
Victoria Settlement	Park, and Blue Rapids	Ralph G. Steinhauer
Lobstick Settlement	Provincial Recreation Area,	Jim Brady
Fairmont Hotel (The Hotel	together referred to as the	Veteran Joe P. Cardinal
MacDonald)	Eagle Point – Blue Rapids	Dr. Olive Dickason
Devon	Park (EPBRP) System	Audrey Poitras
Saskatchewan Trail (AKA,	River Valley Alliance (RVA)	George and John
the Old Saskatchewan	Samuel Hearne	McDougall (missionary)
Trail, the Edmonton Trail,	the La Vérendryes	Henry Bird Steinhauer
the Hudson's Bay Trail, the	Chevalier de Niverville	(missionary)
Company Trail and in more	Jacques Repentigny	Father Lacombe
recent times, the Carlton	Legardeur de Saint-Pierre	John Rowand (fur trade
Trail)	Peter Pangman	factor)
Redwater	Angus Shaw	Richard Hardisty (fur trade
Whirlpool Ridge	John McDonald of Garth	factor)
Capital Region River Valley	Alexander Henry	General T. B. Strange
Park System	Duncan McGillivray	(NWMP)
Lieutenant Hood of the	Philip Turnor	Colonel MacLeod (NWMP)
Franklin Expedition	Sir John Franklin	

## Appendix C: Keyword Search List

Sergeant Major "Sam" Steele (NWMP)	Bighorn River
Captain Francis Dickens (NWMP)	Elk Creek
Village of Myrnam	Elk River
Buffalo Lake Metis Settlement	Swan Creek
Fishing Lake Metis Settlement	Swan Lake
Alexander First Nation	Little and Big Beaver Creeks
Alexis Nakota Sioux Nation	Deer Creek
Beaver Lake Cree Nation	Egg Creek
Cold Lake First Nation	Weasel Creek
Enoch Cree Nation #440	Frog Creek
Ermineskin Cree Nation	Frog Lake
Frog Lake Cree Nation	Moosehills Lake
Heart Lake First Nation	Maskwa (Bear) Creek
Kehewin Cree Nation	Moswa (Moose) Creek
Louis Bull Tribe	Gold Island
Montana First Nation	Gold Bar Island
O'Chiese First Nation	Willow Island
Onion Lake Cree Nation	Pelican Island, Otter Island, Moose Islands
Paul First Nation	Kinososis (small fish) Island, Bird Island
Saddle Lake Cree Nation	Mistapoos (jack rabbit) Island Rabbit Island
Samson Cree Nation	Badger Island
Sunchild First Nation	
Whitefish Lake Indian Reserve #128 (Whitefish (Goodfish) Lake First Nation)	
Leduc	
Vermillion River	
Currant Lake, Red Willow Creek	
Rose Creek	
Sseveral Birch Lakes	
Several Birch Hills, Birch Creek	
Strawberry Creek, Poplar Creek	
Whitegoat Creek	
Bison Creek	
Whiterabbit Creek	
Waterfowl Lakes	
Ram River	

# North Saskatchewan River Historical Research Quote

## Project Overview

Know History will develop a customized online database and conduct archival research at institutions including: Library and Archives Canada, Provincial Archives of Alberta, Glenbow Library and Archives, Smokey Lake's city archives, City of Edmonton Archives, Red Deer and District Archives, Esplanade Archives, Hudson's Bay Company Archives, Archives of Manitoba, Archives of Ontario, Red Deer and District Archives, Esplanade Archives, Hudson's Bay Company Archives, Archives of Manitoba Archives of Ontario among others.

Relevant information and digitized documents will be organized and analyzed in the database. Metadata including geographic, citation, and thematic information will be added to the database. Based on this research, Know History will write ten stories that highlight the history of the river. These stories will serve as the basis an interpretive map. Know History will also draft a short memo outlying a variety of ways in which this research can be shared in future projects.

## Budget

Task	Cost	
Project start-up and kick-off meeting	\$475.00	
Database creation	\$525.00	
Research methodology creation	\$1,000.00	
Library and Archives Canada	\$5,045.00	
Glenbow Western Research Centre	\$2,345.00	
Provincial Archives of Alberta	\$1,995.00	
Regional institutions	\$6,920.00	
Case Study – Writing	\$4,110.00	
Case Study – Editing	\$1,950.00	
Interpretive Project Memo – Research		\$960.00
Interpretive Project Memo – Writing		\$1,680.00
Interpretive Project Memo – Editing		\$490.00
Ongoing Project Management	\$570.00	
<b>Total Cost</b>	<b>\$24,935.00</b>	<b>\$3,130.00</b>

## Timeframe

Task	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Project start-up and kick-off meeting	■						
Database creation		■					
Research methodology creation		■					
Archival Research (digital and in person)			■	■			
Case Study – Writing					■		
Case Study – Editing					■		
Smoky Lake reviews and provides revisions					■	■	
Review and Edits						■	
Interpretive Project Memo – Research						■	■
Interpretive Project Memo – Writing							■
Interpretive Project Memo – Editing							■
Project completion							■

Know History will also provide \$3,130.00 worth of in-kin labour to support the completion of this important project.

## Kyle Schole

---

**From:** Mike Oka <mike.oka@bloodtribe.org>  
**Sent:** January 11, 2022 11:24 AM  
**To:** ihalisky@smokylakecounty.ab.ca  
**Cc:** jjshade; mtfeathers; Kyle Schole; Cedric Solway; staciecr@siksikanation.com; Scotty Many Guns  
**Subject:** North Saskatchewan River

In regards to a letter dated for Oct.29th 2021, I just received this letter as sometimes our mail gets mixed up within the Tribal Office, we the Blood Tribe have no issues with the plan to designate the river under the Canadian Heritage River System, as it should be documented that The Blackfoot Confederacy Traditional Territory meets the south bank of the North Saskatchewan as it's documented in history, if you can make that documentation the Confederacy would be very pleased, thank you.





# Fw: North Saskatchewan River Nomination

Kyle Schole

Tue 2021-11-16 6:52 PM

To: Kyle Schole <kschole@smokylakecounty.ab.ca>;



**TSUUT'INA**  
NATION OFFICIAL WEBSITE

---

**From:** Violet Meguinis <[vmeguinis@tsuutina.com](mailto:vmeguinis@tsuutina.com)>  
**Sent:** Monday, November 15, 2021, 4:23 p.m.  
**To:** [halisky@smokylakecounty.ab.ca](mailto:halisky@smokylakecounty.ab.ca)  
**Cc:** Monica Onespot; Emmet Crowchild; Chief Roy Whitney  
**Subject:** North Saskatchewan River Nomination

**Dzinisi guja (good day),**

**Attention:** Lorne Halisky, Reeve & Division 4 Councillor, Smoky Lake County

We received your October 29th, 2021 letter to the Tsuut'ina Nation Chief and Council in regards to the designation of the North Saskatchewan River as a Heritage River under the Canadian Heritage Rivers System.

I am including our Chief and Council in this email and attaching the letter we received to give context as to purpose of this reply.

We the Tsuut'ina Nation have a special connection to the river, not only for sustenance but for health as water is considered to be medicine. We also utilized the river for travel, trade and to connect with other Dene Nations.

We also have many oral stories of the river in our history and one of them speaks of our ancestors camped near the river by Fort Edmonton during Treaty making era.

We support the nomination and we are committed to creating a management plan. We look forward to this initiative and the life long protection of this great river.

**Siiyisgaas! (thank you)**

**Violet M. Meguinis, B.Ed.**  
**Tsuut'ina TUS Consultation Director**

**Tsuut'ina Nation Consultation**  
**Chief Joseph Big Plume Building - 3rd Floor**

**Work Cell: 403-796-9408**

**Direct Line: 403-238-6304**  
**Email: [vmeguinis@tsuutina.com](mailto:vmeguinis@tsuutina.com)**



SENATE | SÉNAT  
CANADA

THE HON./ L'HON  
PAULA SIMONS

SENATOR | ALBERTA  
SÉNATRICE | ALBERTA

Dear Members of the Heritage Rivers Board,

As an Independent Senator from Alberta, as a member of the Senate Standing Committee on Energy, the Environment, and Natural resources, and as a born-and-bred Edmontonian, I'm writing to you in support of the application to have the North Saskatchewan River declared a national heritage river.

I grew up on the banks of the North Saskatchewan River valley. The river has helped to define my life. And it has helped to define my city and my province. I believe the river is a natural candidate for this designation. In the first place, it is an important environmental legacy. Because it has been relatively untouched by industrial development, or heavy transportation, it remains for much of its length a healthy riparian ecosystem. Clean-up efforts over the last decades have seen a return of many of the fish species that historically populate the river. The valley itself is an essential wildlife corridor that connects Banff National Park to the environs of Elk Island National Park. And of course the river is the source of fresh drinking water for many communities large and small all along its banks.

Secondly, it is a much-storied river with a rich multicultural heritage. The Cree called it kisisikâciwanisîpiy, the swiftly flowing river. For the Blackfoot, it was omaka-ty, the big river. For centuries the river sustained the First Nations as a source of water and food and as a corridor that made trade connections. Later, it brought the fur traders west to Edmonton and carried their furs back to Hudson Bay for shipment to Europe. It was the river that brought French-Canadians voyageurs, labourers from the Orkney Islands, and even Alberta's first black resident (a Hudson's Bay Company navigator) who arrived via canoe in 1799. It was the river that helped to give birth to Alberta's Metis Nation, and this river carried the poetic Earl of Southesk west in 1859 to visit Fort Edmonton as the first celebrity tourist. It was the river that brought many of the first settlers to northern Alberta long before the railway arrived, whether they were from Lebanon or Ukraine or Norway. It was the riverside where people farmed or built their mines and brickyards. That history deserves to be recognized and celebrated, not just locally but as part of the Canadian story.



THE HON. / L'HON.  
PAULA SIMONS

Senator | Alberta  
Sénatrice | Alberta

Finally, I support this effort led by the County of Smoky Lake because it has gained the broad, almost universal support of communities and cultural institutions that line the river. The politicians and planners of Smoky Lake have achieved the near impossible – they have united Albertans all along the river in endorsing this initiative.

Today, the river is seeing a new kind of life as Albertans embrace its recreational potential, whether they are canoeing, tubing, swimming, fishing, or letting their dogs frolic in the water. Declaring the river a national heritage resource could be a boon for all sorts of ecotourism initiatives.

In short, I hope you will give some serious consideration to accepting this application to name Alberta's full-length of the North Saskatchewan River one of Canada's remarkable heritage rivers.

Sincerely,

The Honourable Senator Paula Simons  
Senator, Alberta



03 June 2021

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

RE: Letter of support to designate the North Saskatchewan River within the Canadian Heritage River System

To Whom It May Concern,

As a leading cultural institution in Alberta, and Canada's largest open air museum, Fort Edmonton Park is a driver within the tourism industry because of its clear cultural relevance to Canada. It is uniquely positioned in the Edmonton River Valley and its history is directly associated with the fur trade. All of its historic locations have had a critical reliance on the North Saskatchewan River.

There are few waterways that have such significance to the emergence of culturally relevant spaces, and the banks of the North Saskatchewan River stands as the very reason Fort Edmonton exists today.

Designation within the CHRS will bolster the historic relevance of Fort Edmonton Park, and the new Indigenous Peoples Experience, which was created in partnership with the Metis Nation of Alberta, and the Confederacy of Treaty 6 First Nations. It is a world class new exhibit with a river running through it; the North Saskatchewan River.

I am pleased to submit my strong support in recommending the North Saskatchewan River be considered for inclusion in the Canadian Heritage River System. Thank you for considering this endorsement.

Sincerely,

A handwritten signature in black ink, appearing to read "Darren Dagleish".

Darren Dagleish  
President and CEO, Fort Edmonton Management Company

Cc. Cameron John, Chair of the Board



202, 9440 49 Street, Edmonton, AB T6B 2M9 | [NSWA.AB.CA](http://NSWA.AB.CA)

May 19, 2021

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

**RE: Letter of Support for Canadian Heritage Designation for the North Saskatchewan River**

The North Saskatchewan Watershed Alliance (NSWA) is pleased to provide this letter supporting the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) by the County of Smoky Lake.

With the County of Smoky Lake being committed to identifying and preserving its vast and rich local historic and heritage assets through municipal policies, bylaws, and its participation on the Smoky Lake Heritage Regional Heritage Board, the County is uniquely qualified to lead the designation of the NSR for its cultural values.

The NSWA applauds the County of Smoky Lake for its efforts in securing support from both provincial and municipal governments and preparing the application and subsequent management plan required for the CHR designation. NSWA would be happy to provide the County with our original CHR reports and background information in support of your endeavors.

Sincerely,

Ken Crutchfield, Chair  
North Saskatchewan Watershed Alliance

cc Leah Kongsrude, Executive Director NSWA

---



4638 - 90A Avenue  
Edmonton, AB T6B 2P9

To: Smoky Lake County Council  
4612 McDougall Drive, PO Box 310  
Smoky Lake, AB T0A 3C0

MUNICIPAL  
SHAREHOLDERS

Sent by: Email

May 28, 2021



RE: **Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter of support from Alberta Minister of Environment and Parks Jason Nixon, and subsequent support from our six municipal shareholders, it is a pleasure to provide this letter on behalf of the River Valley Alliance Board of Directors, supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

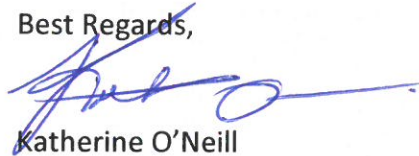
*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

We understand and appreciate that the CHRS is a voluntary, community-driven program and designation under the CHRS does not add to or increase development restrictions along the river corridor. However, the program serves to celebrate and

promote the natural, cultural, and recreational values of the river, a designation that the North Saskatchewan River is certainly worthy of.

The River Valley Alliance serves to co-ordinate, preserve, protect, and enhance one of the largest metropolitan river valley park systems in the world – a legacy for generations to come – by connecting 100 kms of trail system and making it easier for all to access and enjoy regardless of age or ability. As such we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Katherine O'Neill  
Chair, Board of Directors  
River Valley Alliance



Kristine Archibald  
Executive Director  
River Valley Alliance

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



101-1101 5 St., Nisku, AB T9E 2X3  
phone: 780-955-3555 fax: 780-955-8866  
leduc-county.com

*County Manager's Office*

May 13, 2021



*Our file number: 0440-R05*

Smoky Lake County  
PO Box 310  
4612 McDougall Driver  
Smoky Lake, AB T0A 3C0

Attention: Reeve Craig Lukinuk

**North Saskatchewan Heritage River**

Leduc County council, at their May 11, 2021 regular meeting, resolved to provide a letter of support to Smoky Lake County in preparation of the nomination for a portion of the North Saskatchewan River under the Canadian Heritage Rivers System.

Yours truly,

Duane Coleman, CLGM  
County Manager







April 19, 2021

**Mr. Craig Lukinuk, Reeve**  
4612 McDougall Drive, PO Box 310  
Smoky Lake, AB T0A 3C0

Dear Reeve Lukinuk,

**Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System**

Further to the letter dated October 23, 2020 from the Alberta Minister of Environment and Parks, Jason Nixon, it is a pleasure to provide this letter of support on behalf of Strathcona County for the nomination of the North Saskatchewan River to the Canadian Heritage River System (CHRS).

Strathcona County supports this nomination to recognize the North Saskatchewan River as an important ecological and recreational corridor, and believes that this nomination to the CHRS will help ensure a long-term commitment to conservation.

Strathcona County understands that the CHRS is a voluntary, community-driven program, and that designation under the CHRS does not add to or increase existing development restrictions along the River corridor, nor does it create new rules or restrictions because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, Strathcona County supports the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Yours truly,

A handwritten signature in blue ink, appearing to be "Rod Frank, JD", written in a cursive style.

Rod Frank, JD  
Mayor  
Strathcona County

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

**OFFICE OF THE MAYOR**  
2001 Sherwood Drive  
Sherwood Park, Alberta, T8A 3W7  
780-464-8000  
[www.strathcona.ca](http://www.strathcona.ca)



2000 – 10423 101 Street, Edmonton, Alberta  
T5H 0E8 Canada  
[epcor.com](http://epcor.com)

April 28, 2021

Canadian Heritage Rivers System (CHRS) Board  
Attention: Ashley Campbell, Director, Heritage Designations and Programs Branch Indigenous Affairs  
and Cultural Heritage Directorate  
Parks Canada Agency  
3<sup>rd</sup> floor, 30 Victoria Street  
Gatineau, QC J8X 0B3  
Email: [Ashley.campbell@canada.ca](mailto:Ashley.campbell@canada.ca)

**Re: Nomination of the North Saskatchewan River in Alberta to the Canadian Heritage River System (CHRS)**

I am pleased to provide this letter on behalf of EPCOR to express our support in nominating and designating the North Saskatchewan River (NSR) in Alberta to the Canadian Heritage River System (CHRS).

The North Saskatchewan River is the sole source of drinking water for over one million people in the Edmonton region. As well the river assimilates treated wastewater from EPCOR's Gold Bar wastewater treatment plant and the stormwater collection system. As the utility who both provides drinking water and manages discharges of storm and wastewater to the NSR, EPCOR is committed to ensuring that the water quality and aquatic ecosystems of the NSR are maintained or improved over time as the City grows.

EPCOR recognizes that collaborative watershed management combined with watershed science, will ensure the NSR will continue to support healthy aquatic ecosystems and maintain the current good water quality and supply that we have come to depend on. As such, EPCOR contributes financially and in-kind to the established Watershed Planning and Advisory Council, the North Saskatchewan Watershed Alliance (NSWA). EPCOR also sits on the NSWA's board and Headwaters Alliance group.

Understanding the importance of having a strong scientific foundation for decision making, EPCOR spearheaded the development of a tributary monitoring network for the North Saskatchewan River basin (the WaterSHED project) in 2018 which supports monitoring of 19 tributaries in the NSR watershed. This program was developed and carried out in partnership with the NSWA, City of Edmonton and Alberta Environment & Parks' Monitoring Evaluation and Science Division. To build on this monitoring work, EPCOR is currently leading the development of a ten year basin-wide modelling strategy and tool to look at future growth, climate change, and management scenarios as they effect water quality and quantity. EPCOR also funds University-based research projects to better understand groundwater contributions, climate change impacts and impacts of agricultural beneficial management practices on the NSR.

In the urban watershed, EPCOR has developed an Integrated Watershed Management Strategy to quantify and manage total loads to the NSR from the City of Edmonton's footprint. A highlight of this strategy is the implementation of Low Impact Development (LID) features across the City to reduce urban flooding and runoff to the NSR.

The North Saskatchewan River is integral to the histories of Indigenous people and settlers alike, and the Edmonton reach marks an important gathering place in both pre-contact and post-contact times. The North Saskatchewan River valley at Edmonton has been occupied for at least eight to ten thousand years.

EPCOR has funded archaeological investigations in the River Crossing (Rossdale) area of Edmonton, and at our E.L. Smith Water Treatment Plant in west Edmonton, which have added to the understanding of the significance of human occupation along the river.

At River Crossing/Rossdale, EPCOR's utility services stand adjacent to and overlapping with the footprints of several earlier versions of Fort Edmonton (which occupied five locations on the North Saskatchewan River between 1795 and 1915). Several of our buildings there are provincially designated heritage buildings, as is our former power generating plant which was recently transferred to the City of Edmonton for future adaptive reuse.

Rossdale was a burying ground for Indigenous people and others who lived at Fort Edmonton and in the surrounding area. When human remains were found on the site, a commitment was made to honour those buried there. Part of Rossdale Road that crossed the burial ground was rerouted around it and the decision was made to build a memorial. The human remains were reburied at a special ceremony in August of 2006 and the site is now legally designated as a cemetery or burial ground. The memorial was designed with input from the City of Edmonton, EPCOR, descendants, stakeholders and community volunteers, including people of First Nations, French Canadian, Métis and European ancestry.

At our E.L. Smith Water Treatment Plant in west Edmonton, archeological investigations have identified seven campsite occupations that ranged between roughly 3,500 and 9,000 years before present. We will be promoting public understanding of this history through upcoming interpretive installations, and have entered into a partnership with Enoch Cree Nation to facilitate the reintroduction of ceremony and cultural practices to this area, which includes their former reserve lands. At both sites, we have protocols with 30 Indigenous Nations and representative groups that includes a process for their participation in monitoring ground disturbance activities.

As an organization that is closely connected to the North Saskatchewan River, and that has invested significantly in advancing management, research, monitoring, modelling, implementation and education for over 30 years, EPCOR welcomes and supports the designation of the NSR as a Canadian Heritage River. Specifically EPCOR supports the CHRS's building opportunities for cooperative river management that unites communities; the celebration and support of the cultural connections of Indigenous Peoples with rivers; the promotion of stewardship and citizen engagement; the engagement of new Canadians and youth in river education, conservation, and recreation; and the encouragement of the protection of water resources to improve public health, well-being and quality of life.

Yours truly,



Shawn Bradford  
Senior Vice President Water Canada  
EPCOR Utilities Inc.

cc. Martin Kennedy, Director, Public & Government Affairs



MAYOR DON IVESON  
CITY OF EDMONTON

2nd FLOOR, CITY HALL  
1 SIR WINSTON CHURCHILL SQUARE  
EDMONTON, ALBERTA, CANADA T5J 2R7  
PHONE: 780-496-8100  
don.iveson@edmonton.ca

August 16, 2021



The Honourable Jason Nixon  
Minister of Environment and Parks  
323 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Nixon:

On behalf of Edmonton City Council, and further to an April 19, 2021, unanimous Council motion, I am pleased to share with you the City of Edmonton's conditional support for the nomination to the Canadian Heritage River System (CHRS) of the 818 kilometre stretch of the North Saskatchewan River that flows across Alberta.

The City supports the recognition of the North Saskatchewan River as part of Canada's outstanding river systems, which will enhance its significant heritage values for the long-term benefit and enjoyment of Canadians. However, as the structure, funding and action of the management board that would be associated with the CHRS designation have not yet been determined, the City is not able to comment on its support of that element at this time. The City of Edmonton looks forward to reviewing further details and plans related to the designation of the North Saskatchewan as a Heritage River. In particular, we look to understand the role that the City might play and how this cooperative venture can advance the shared interests of municipalities, Indigenous Peoples and other stakeholders in the North Saskatchewan River area.

The benefits and opportunities of the designation appear to be compatible with the plans and aspirations of the city, the region and the province. From an Edmonton perspective, I note in particular the work that the City of Edmonton has done in celebrating and protecting this unique water body, including The City Plan, and the initiation of projects such as Touch the Water Promenade and the River Valley Planning Modernization. I echo the comments of several other supporters on the benefits of this voluntary, community-driven program that will advance awareness and protection without increasing rules and restrictions along the river corridor.

-2-

The North Saskatchewan River runs through the heart of Edmonton and has been an important place of gathering, commerce and ceremony for Indigenous peoples since time immemorial. To this end, the City of Edmonton was pleased to see support for this designation from both the Confederacy of Treaty Six First Nations and the Métis Nation of Alberta.

The river has been vital in the development of the city, and will be an essential part of its future. We look forward to seeing how the CHRS designation can support the recognition and protection of this essential feature of Edmonton and the region.

Your truly,



Don Iveson  
Mayor

c: Mr. Andre Corbould, City Manager, City of Edmonton  
Mr. ~~Dan Rose~~, Chair, Edmonton Historical Board *Dominic Schamuhr.*  
Mr. Stuart Lee, President and CEO, EPCOR Utilities Inc.

*Smoky Lake County Council*

## Kyle Schole

---

**From:** Raquel Feroe <rferoe@gmail.com>  
**Sent:** April 16, 2021 9:42 AM  
**To:** council@edmonton.ca  
**Cc:** Kristine Kowalchuk; Kyle Schole  
**Subject:** Re April 19th 8.2 (Our support for heritage river designation.)

Dear Councillors,

re [April 19th](#) Agenda item 8.2 Initiative to Designate the North Saskatchewan River a Heritage River (M. Walters) Designation

### Endorsement letter from ERVCC.

The Edmonton River Valley Conservation Coalition (ERVCC) understands there will be a motion made [on April 19](#) that the Mayor, on behalf of City Council, write a letter to the Alberta Minister of Environment and Parks supporting the initiative being led by Smoky Lake County in collaboration with other river municipalities and Indigenous groups, to nominate 818km of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS). This designation is Canada's nationally recognized program conserving and celebrating the natural, cultural, and recreational values of exceptional Canadian Rivers.

The ERVCC has attended two webinars on this subject and read through the original report prepared by Billie Milholland of the North Saskatchewan Watershed Alliance, as well as spoken with Kyle Schole, planner and Heritage Assistant for Smokey Lake. As we see it, the designation will serve as vehicle for collaboration and conversation among governments, residents, and landowners. We feel by celebrating and telling the stories of our collective heritage and culture we can further learn for the river and honour the river. Designation will help the river tell its most important stories. The ERVCC **endorses the designation.**

Thank you,  
Rocky Feroe on behalf of Edmonton River Valley Conservation Coalition (ERVCC)  
780 9149995

## 9.4 Canadian Heritage River System (CHRS) Designation

Tony Kulbisky, Chief Administrative Officer			
<b>Item 4.3 - Attachment 1 - Page 57 of 123</b>			
<b>060/2021</b> Carried	<b>Moved By</b> Councillor Hugh	<b>In Favour</b> Mayor Ralph Councillor Adams Councillor Hugh Councillor Koroll	<b>Opposed</b> None opposed.
That Council directs Administration to draft letter of support under the Mayor's signature to Smoky Lake County regarding the Town of Devon's support for the possible designation of the North Saskatchewan River to the Canadian Heritage River System as recommended.			



**North  
Battleford**

City of North Battleford  
1291 - 101st Street  
P.O. Box 460

North Battleford  
Saskatchewan  
Canada S9A 2Y6

PH: (306) 445-1700  
FAX: (306) 445-0411

April 12, 2021

Ministry of Parks, Culture and Sport  
Box 607, 1 – 101 Railway Place  
Meadow Lake, SK S9X 1Y5

Attention: Colette Schmalz, Senior Park Advisor

Dear Ms. Schmalz:

**Re: Interprovincial Nomination – North Saskatchewan River Heritage River Designation**

On behalf of Council and the City of North Battleford, I would like to express our sincere pleasure in supporting the interprovincial nomination of the North Saskatchewan River as a Canadian Heritage River. The City of North Battleford and the Town of Battleford (herein the Battlefords) comprise our immediate area and are located directly across from one another on the North Saskatchewan River which has instilled a deep sense of community connectedness within our region.

The River's history in the Battlefords pre-dates European settlement, where the ancestors of our surrounding Indigenous people lived, hunted, and raised their families. Following settlement, the Battlefords region contributed significantly to the fur trade, the telegraph and railway lines, immigration, and the development of Western Canada. The Town of Battleford was incorporated in 1907 and the City of North Battleford followed in 1913. The River signifies a deep cultural connection with our past and present while representing our rich cultural history and the evolution of our culturally diverse population leading up to the present day.

Today, the river is a natural feature of significance not only in our region but in Canada. It represents the cultural, natural, and recreational values that are important to our nation and significant in meeting the criteria for heritage designation.

In Closing, we believe the designation of the North Saskatchewan River as a heritage River will provide invaluable opportunities for Canadians to learn more about the River's cultural and natural values, the history of our indigenous peoples, the history of the Battlefords and the Rivers' role in the development of Western Canada.

<sup>1</sup> McPherson, A., 1966, A history of the Battlefords to 1914





# North Battleford

City of North Battleford  
1291 - 101st Street  
P.O. Box 460

North Battleford  
Saskatchewan  
Canada S9A 2Y6

PH: (306) 445-1700  
FAX: (306) 445-0411

Designation of the North Saskatchewan River can only serve to emphasize its meaningful history in the evolution of our nation, while also highlighting the natural, recreational and tourism related opportunities available along its banks. Council and the City of North Battleford support the North Saskatchewan River Basin Council in the designation process.

Should you have any questions or require clarification, please do not hesitate to contact me at [mayor@cityofnb.ca](mailto:mayor@cityofnb.ca) or at 306-441-1728.

Sincerely,

David Gillan,  
Mayor

<sup>1</sup> McPherson, A., 1966, A history of the Battlefords to 1914

THE HONOURABLE DOUG BLACK, Q.C.  
SENATOR - ALBERTA



L'HONORABLE DOUG BLACK, C.R.  
SÉNATEUR - ALBERTA

SENATE | SÉNAT  
CANADA

Friday, March 26, 2021

Smoky Lake County Council  
c/o Kyle Schole, Planning, Development, & Heritage Assistant  
4612 McDougall Dr, Box 310  
Smoky Lake, AB, T0A 3C0

Dear Reeve & County Council,

I am pleased to be writing in support of nominating and designating the North Saskatchewan River to the Canadian Heritage River System (CHRS), which would honour its exceptional natural, cultural, and recreational values.

The North Saskatchewan River, *kisiskâciwani-sîpiy, omaka-ty*, (“it flows swiftly”) possesses enduring heritage significance and myriad recreational opportunities. The human history surrounding the river corridor is more than sufficient to warrant designation to the CHRS.

As an example, the Métis Crossing Cultural Gathering Centre within the Victoria District National Historic Site is a remarkable place of interpretation, learning, and reconciliation.

A journey along the North Saskatchewan is truly a Canadian ‘paddle into the past’. From coast to coast to coast, heritage rivers offer Canadians and visitors a chance to experience great waterways, learn about their rich history, and share in their stewardship. Designation of the North Saskatchewan River to the CHRS will encourage ongoing use, respect, and stewardship among river communities.

The beautiful North Saskatchewan is currently (and appropriately) designated in Banff National Park, and this cross-province designation is the next logical step.

I commend you on the momentum you have generated in support of the project. Congratulations on taking a leadership role in championing and spearheading this worthy initiative. I look forward to following your progress to successful designation of this important Canadian waterway!

Sincerely,

A handwritten signature in black ink that reads "Doug Black".

Senator Doug Black, Q.C.

cc: Hon. Jonathan Wilkinson, Minister of Environment and Climate Change  
Hon. Steven Guilbeault, Minister of Canadian Heritage  
Hon. Jason Nixon, Alberta Minister of Environment and Parks  
Ashley Campbell, Director, Heritage Designations and Programs Branch, Indigenous Affairs and Cultural Heritage Directorate, Parks Canada Agency  
Amber Stewart, Integrated Land Use Planner, Jasper National Park  
Tracy Draper, Director, Land Management Branch, Alberta Environment and Parks  
Edmonton City Council, c/o Kyle Witiw  
Edmonton Historical Board, c/o Dan Rose

50230 Range Road 200  
Beaver County, AB  
T0B 4J2  
(780) 632-7699

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

**Sent by: Regular Mail**

DATE March 18, 2021

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf Go East of Edmonton Regional Tourism Organization, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”* - **From the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).**

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As the driving force for tourism in the region, Go East of Edmonton Regional Tourism feels strongly about the value and importance of the North Saskatchewan River. The beauty and recreational opportunities are a vital part of our region for the health and quality of life for Canadians. It effects tourism which in turn has an economic impact on local businesses and communities. We are pleased to support this as well as be involved in any future opportunities that showcase the river and our region for its natural splendour. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Jennifer Filip  
Chair  
(780) 632-7699

cc: Kyle Schole, Planning, Development, & Heritage Assistant, <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



March 11, 2021

Canadian Heritage Rivers System (CHRS) Board  
Attention: Ashley Campbell, Director, Heritage Designations and Programs Branch  
Indigenous Affairs and Cultural Heritage Directorate  
Parks Canada Agency  
3rd Floor, 30 Victoria Street  
Gatineau, QC J8X 0B3

Email: [Ashley.campbell@canada.ca](mailto:Ashley.campbell@canada.ca)

Sent by: E-mail

**RE: Nomination of the North Saskatchewan River in Alberta to the Canadian Heritage River System (CHRS)**

---

Tansi,

I am pleased to provide this letter on behalf of the Nations across Treaty No. 6 Territory, to express our enthusiasm in support of nominating and designating the North Saskatchewan River in Alberta to the Canadian Heritage River System (CHRS), which would honor its exceptional natural, cultural, recreational and spiritual values.

The North Saskatchewan River, *kisiskâciwan-sîpiy*, (“it flows swiftly”) holds substantial traditional significance, being a place of gathering, commerce, and ceremony from time immemorial. *The Great Binding Law* provides a framework to live in harmony with the land for generations to come. It tells us that if we look after the land, the land will look after us. It is also an extension of kindness to newcomers, including regulators and resource developers ensuring that no more polluting of this sacred river will be allowed.

Further, the spirit and intent of Treaty was expressed by Commissioner Alexander Morris at the entering into of Treaty No. 6 at Fort Carlton and Fort Pitt in 1876, when he stated, “*What we speak of and do now will last as long as the sun shines and the river runs, we are looking forward to our children’s children, for we are old and have but few days to live.*”

The North Saskatchewan River has always been an integral part of our heritage since time immemorial and continues to be an integral part of our Treaty No. 6. At Fort Pitt when Commissioner Morris indicated “as long as yonder river flows” he was pointing to the North Saskatchewan River. Water is life to the Indigenous Peoples of Treaty No. 6 Territory, as a matter of fact our word for water literally means life; “Nipi” derived from “Niya” My “Pimatisiwin” Life. So much so that when Treaty No. 6 was entered into by our ancestors, the mountains where the headwaters of the rivers are were not even on the table for discussion, these they reserved for all future generations so that the clean/clear life-giving water would always be there for the continued good health and good medicine for all.

With its deceptively slow-moving surface and its ever-shifting features, with its permanence and its continual movement, the river is a suitable metaphor for Indigenous storytelling. Indeed,

traditional stories are the most ancient literature of this land, yet they continue to change and shift and to speak to the realities of people in the present day.

Today, the North Saskatchewan River continues to be of great importance. Designation under the CHRS would serve to encourage enduring respect and stewardship of this landscape and grow relations among river communities. These are values and aspirations we support.

Ay Hy



OKIMAW VERNON WATCHMAKER  
GRAND CHIEF, CONDEDERACY OF TREATY 6 FIRST NATIONS

CC: Hon. Jonathan Wilkinson, Minister of Environment and Climate Change; [ec.ministre-minister.ec@canada.ca](mailto:ec.ministre-minister.ec@canada.ca)  
Hon. Steven Guilbeault, Minister of Canadian Heritage; [hon.steven.guilbeault@canada.ca](mailto:hon.steven.guilbeault@canada.ca)  
Amber Stewart, Integrated Land Use Planner, Jasper National Park; [Amber.Stewart@canada.ca](mailto:Amber.Stewart@canada.ca)  
Hon. Carolyn Bennett, Minister of Crown-Indigenous Relations; [carolyn.bennett@parl.gc.ca](mailto:carolyn.bennett@parl.gc.ca)  
Hon. Jason Nixon, Alberta Minister of Environment and Parks; [aep.minister@gov.ab.ca](mailto:aep.minister@gov.ab.ca)  
Hon. Leela Aheer, Alberta Minister of Culture, Multiculturalism, and Status of Women;  
[cmsw.minister@gov.ab.ca](mailto:cmsw.minister@gov.ab.ca)  
Hon. Rick Wilson, Alberta Minister of Indigenous Relations, [ir.ministeroffice@gov.ab.ca](mailto:ir.ministeroffice@gov.ab.ca)  
Tracy Draper, Director, Land Management Branch, Alberta Environment and Parks,  
[Tracy.Draper@gov.ab.ca](mailto:Tracy.Draper@gov.ab.ca)  
Brian Joubert, Senior Parks Planner, Alberta Environment and Parks, [Brian.Joubert@gov.ab.ca](mailto:Brian.Joubert@gov.ab.ca)  
Smoky Lake County Council, c/o Kyle Schole, [kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)  
Edmonton City Council, c/o Kyle Witiw, [kyle.witiw@edmonton.ca](mailto:kyle.witiw@edmonton.ca)  
Edmonton Historical Board, c/o Dan Ross, [dan.rose.yeg@gmail.com](mailto:dan.rose.yeg@gmail.com)



January 26, 2021

Reeve Craig Lukinuk  
Smoky Lake County  
PO Box 310  
4612 McDougall Drive  
Smoky Lake AB T0A 3C0  
[craiglukinuk@smokylakecounty.ab.ca](mailto:craiglukinuk@smokylakecounty.ab.ca)

Dear Reeve Lukinuk:

On behalf of Clearwater County, I am pleased to provide this letter of support for the nomination of a portion of the North Saskatchewan River under the Canadian Heritage Rivers System (CHRS) designation.

The North Saskatchewan River majestically flows by many campsites, recreation areas and culturally significant locations within Clearwater County. Our communities are greatly enhanced by this River's legacy which deserves to be celebrated and recognized for its unique Canadian cultural, natural, and recreation values.

With a CHRS designation, this beautiful scenic river, rich in history and adventure, will be conserved for the enjoyment of residents and Canadian and international tourists, now and forever. Initiatives such as this encourage and support Clearwater County's high regard for environmental stewardship practices that value and protect the natural environment for future generations.

Thank you for the opportunity to support this initiative and Council looks forward to hearing of a successful outcome of the nomination.

Sincerely,

  
Cammie Laird  
Reeve



**EDMONTON  
HISTORICAL  
BOARD**

**Prince of Wales Armouries**  
10440 108 Avenue  
Edmonton Alberta T5H 3Z9

Daniel Rose CHAIR  
Dominic Schamuhn VICE CHAIR  
Stephanie Bailey  
Neil Cramer  
Anna Gibson Hollow  
Carrie-Ann Lunde  
Nancy MacDonald  
Alison McGavigan  
James McTague  
David Ryning

February 25, 2021

His Worship Don Iveson and City Councillors,  
2nd Floor, City Hall  
1 Sir Winston Churchill Square  
Edmonton, AB T5J 2R7

Dear Mayor and City Council members,

**RE: Support for North Saskatchewan River Canadian Heritage Rivers System application**

On behalf of the Edmonton Historical Board, we are pleased to recommend our support for the application proposed by Smoky Lake County to recognize the North Saskatchewan River under the Canadian Heritage Rivers System (CHRS). EHB is pleased to have been consulted on this exciting initiative and support this unique opportunity to celebrate the North Saskatchewan River.

For generations, the North Saskatchewan River has been a place of gathering, commerce, and ceremony. As a defining feature of the natural and cultural heritage of our city, the role of the North Saskatchewan River in shaping the course of growth of the Edmonton Metropolitan Region cannot be understated.

The Canadian Heritage Rivers System is a national program for recognizing, celebrating, and conserving the natural, cultural and recreational values of rivers across Canada. Established in 1984, the CHRS is a model of stewardship, cooperation, and participation among Canada's federal, provincial, and territorial governments. The CHRS works in conjunction with local communities and stewardship groups to give national recognition to Canada's outstanding rivers and encourages their long-term management to conserve their natural, cultural and recreational values for the benefit and enjoyment of Canadians, now and in the future.





**EDMONTON  
HISTORICAL  
BOARD**

**Prince of Wales Armouries**  
10440 108 Avenue  
Edmonton Alberta T5H 3Z9

Designation of the North Saskatchewan River under the CHRS is a fitting opportunity to promote our city's natural heritage and recognize the cultural value of the river to all Edmontonians. We encourage City Council to support this application.

Thank you,

A handwritten signature in black ink, appearing to read 'DR', with a long horizontal stroke extending to the right.

Dan Rose  
Chair, Edmonton Historical Board

CC: Kyle Schole, Planning, Development, & Heritage Assistant, Smoky Lake County  
Martin Kennedy, Chair, Edmonton Heritage Council  
Tim O'Grady, President, Edmonton & District Historical Society







Mayor's Office

File: M3056

February 24, 2021

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

5 St. Anne Street  
St. Albert, AB T8N 3Z9  
www.stalbert.ca

Dear Reeve Craig Lukinuk & County Council:

**Re: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)**

Further to the letter dated October 23, 2020, from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the City of St. Albert, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* - **from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).**

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, at our meeting of February 16, 2021, the City of St. Albert supports the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Sincerely,

Cathy Heron  
Mayor, City of St. Albert  
The Botanical Arts City

cc: St. Albert City Council  
Kevin Scoble, CAO, City of St. Albert  
Trevor Duley, Manager, Government Relations, City of St. Albert  
Kyle Schole, Planning, Development & Heritage Assistant





**TOWN OF ELK POINT**

PO Box 448  
Elk Point, Alberta  
T0A 1A0

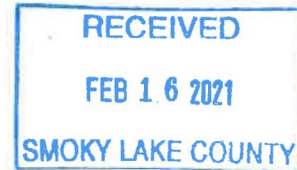
**P:** (780) 724-3810  
**F:** (780) 724-2762  
**E:** town@elkpoint.ca

www.elkpoint.ca

File No. 21-03

January 25<sup>th</sup>, 2021

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



To Whom it May Concern,

RE: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)

Further to the letter dated October 23<sup>rd</sup>, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the Town of Elk Point, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture... designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”* – from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Sincerely,

A handwritten signature in black ink, appearing to read "Lorne Young".

Lorne Young  
Mayor  
Town of Elk Point

LY/cp

C.c Kyle Schole, Planning, Development, & Heritage Assistant

February 6, 2021

Delivered via Email: [clukinuk@smokylake.ca](mailto:clukinuk@smokylake.ca)

Reeve Craig Lukinuk, Smoky Lake County  
Smoky Lake County  
4612 McDougall Drive, PO Box 310  
Smoky Lake, AB T0A 3C0

Dear Reeve Lukinuk,

**RE: Letter of Support for North Saskatchewan River CHRS Nomination**

Recently Mr. Jordan Ruegg, Smoky Lake's Planning & Development Manager, presented to Sturgeon County Council on your community's aspiration for the North Saskatchewan River to be designated as part of the Canadian Heritage River System (CHRS).

Sturgeon County deeply values local heritage and our role as stewards of our natural environment. We agree that the North Saskatchewan has a rich cultural, natural and recreational value and should be championed as an outstanding river. I am therefore pleased, on behalf of Sturgeon County, to provide this letter of support for Smoky Lake's endeavour to nominate the North Saskatchewan River for inclusion within the Canadian Heritage River System (CHRS).

We look forward to the various informational reports you may develop, and to news of a successful designation.

Sincerely,



Mayor Alanna Hnatiw  
Sturgeon County

cc: Council, Sturgeon County  
Reegan McCullough, CAO Sturgeon County

# EXPLORE EDMONTON

January 25, 2021

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

**RE: Letter of Support for Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS)**

To Whom It May Concern,

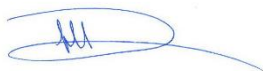
I am pleased to provide this letter of support on behalf of Explore Edmonton, toward the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). From the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005):

*“The Canadian Heritage River System is a cooperative venture designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

The North Saskatchewan River, which runs through Edmonton, is our city’s primary natural asset, a special gathering place for our indigenous peoples, generations before first contact and a major attraction for residents and visitors alike. In our efforts to attract national and international visitors to Edmonton, we promote the River Valley as a haven for outdoor adventure, rich in cultural, natural, and recreational value. Our region greatly benefits from the River’s offerings, and I wholeheartedly support shining a new spotlight on the River through this nomination for the Canadian Heritage River System.

I hope you will look favorably upon this nomination. Please do not hesitate to contact me if I can be of any further help.

Yours sincerely,



Maggie Davison

Interim CEO  
780.700.9351 | mdavison@exploreedmonton.com

January 27, 2021



United Albertan Paddling Society  
PO Box 4930 South Edmonton  
Edmonton, AB T6E 5G8

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

Letter of Support:

Canadian Heritage River System (CHRS) Designation – Portion of the North Saskatchewan River

---

Greetings:

The United Alberta Paddling Society (UAPS) would like to express its enthusiasm and support to Smoky Lake County regarding the designation of the North Saskatchewan River to the Canadian Heritage River System (CHRS).

UAPS is a recreational whitewater kayaking club based out of Edmonton, Alberta. With strong instructional programming for both adults and youth, UAPS has been introducing paddlers to the excitement of whitewater since 1978. On-river activities such as canoe and kayaking are some of the best ways to experience the crown jewel of Edmonton that is the North Saskatchewan River. UAPS members enjoy refining their moving water skills on the North Saskatchewan River in Edmonton and beyond. The series of rapids near the Rocky Mountain House National Historic Site is a popular favourite among whitewater kayakers looking to spend some time surfing and cartwheeling.

As a member of the 2011 Cross Canada Canoe Odyssey I travelled along the North Saskatchewan River from its headwaters at Howse Pass all the way to Cedar Lake in Manitoba. Watching the characteristics of the River change from a braided turquoise stream to a meandering brown prairie river was a highlight of this journey. There was a great diversity of landscapes, wildlife, and cultural features that were distinct from other regions throughout Canada.

UAPS supports the objective to ensure the long-term management of this river in order that its unique values are celebrated and conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Kind regards,

*Nathalie Brunet*

Nathalie Brunet  
Special Director of Facilities  
On behalf of the UAPS Executive Committee  
n.n.brunet@gmail.com / 780-914-1332



**Vegreville Constituency Office**  
Box 451, 4927 – 51 Avenue  
Vegreville, Alberta T9C 1M1

**Fort Saskatchewan Constituency Office**  
Suite 204, 10211 100 Avenue  
Fort Saskatchewan, Alberta T8L 1Y7



LEGISLATIVE ASSEMBLY  
ALBERTA

**Jackie Armstrong-Homeniuk, MLA**  
Fort Saskatchewan-Vegreville

January 21, 2021

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

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

To Whom it May Concern,

It is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). This river is enormously significant in the history and development of Alberta, including its importance for Ukrainian, Indigenous, and other peoples.

Canada's 40 heritage rivers are recognized nationally for their outstanding natural, cultural, and recreational heritage. From coast to coast to coast, heritage rivers offer Canadians and visitors a chance to experience great waterways, learn about their rich history, and share in their stewardship.

**North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005):** *“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

**Vegreville Constituency Office**  
Box 451, 4927 – 51 Avenue  
Vegreville, Alberta T9C 1M1

**Fort Saskatchewan Constituency Office**  
Suite 204, 10211 100 Avenue  
Fort Saskatchewan, Alberta T8L 1Y7

CHRS is a voluntary, community-driven program. Designation under CHRS does not add or increase development restrictions along the river, and no new rules or restrictions are created because of participation. The program serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations.

Being a part of the Canadian Heritage Rivers System means an opportunity to foster cooperative river management that unites communities, stimulate adventure travel and sustainable tourism, and engage existing and new Canadians and youth in river education, conservation, and recreation. I wish you the best in completing the designation of the North Saskatchewan River.

Best Regards,

A handwritten signature in black ink, appearing to read 'Jackie Armstrong-Homeniuk', written in a cursive style.

Jackie Armstrong-Homeniuk, MLA  
Fort Saskatchewan- Vegreville



January 20, 2021

Attn: Reeve & Council  
Smoky Lake County  
4612 McDougall Drive,  
PO Box 310  
Smoky Lake, AB T0A 3C0

To Whom it May Concern,

**RE: Support for Nomination of the North Saskatchewan River to the Canadian Heritage River System**

---

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the M.D. of Bonnyville No. 87, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Yours truly,



Greg Sawchuk  
Reeve

/ja

cc: Kyle Schole, Planning, Development, & Heritage Assistant, [kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)



December 16, 2020

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

**RE: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)**

To whom it may concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment & Parks, Jason Nixon, and on behalf of the County of Vermilion River, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

"The Canadian Heritage River System is a cooperative venture.....designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural and recreational values. The main objective is to ensure the long-term management of these rivers in order that their unique values are considered for the continuing benefit and enjoyment of Canadians and visitors to Canada." – from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Lonnie Wolgien  
Reeve, County of Vermilion River

Cc: Kyle Schole Planning, Development, & Heritage Assistant,  
<[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



January 12, 2021

Smoky Lake County Council  
4612 McDougall Drive, PO 310  
Smoky Lake, AB T0A 3C0



Sent by: Mail

**RE: Letter of Support  
Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)**

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the Town of Smoky Lake, it is a pleasure to support the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

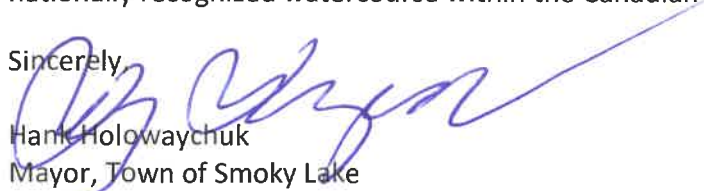
*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

- North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program, and serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

We support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Sincerely,

  
Hank Holowaychuk  
Mayor, Town of Smoky Lake

ᑲᑲᑲᑲᑲᑲ ᑲᑲᑲᑲᑲᑲᑲ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

CC: Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake [cao@smokylake.ca](mailto:cao@smokylake.ca)  
 Kyle Schole, Planning, Development, & Heritage Assistant, Smoky Lake County (NSWA Rep, Town of Smoky Lake)  
[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)



January 12, 2021

To Whom it May Concern,

RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Yellowhead County, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

“The Canadian Heritage River System is a cooperative venture designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.” - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Mayor Jim Eglinski  
Yellowhead County

/tp

CITY  
of  
**FORT SASKATCHEWAN**

10005 - 102 STREET  
FORT SASKATCHEWAN, ALBERTA  
CANADA T8L 2C5  
TEL 780.992.6220  
FAX 780.998.4774  
gkatchur@fortsask.ca  
www.fortsask.ca



Gale Katchur  
Mayor

January 13, 2021

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

Sent by: Regular Mail

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the City of Fort Saskatchewan, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

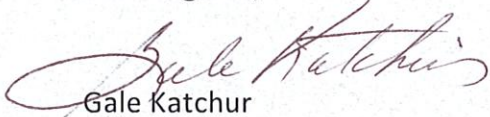
The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations.

...2

As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

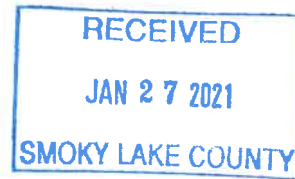
Best Regards,

A handwritten signature in dark ink, appearing to read "Gale Katchur". The signature is fluid and cursive, with a large loop at the beginning.

Gale Katchur

Mayor, City of Fort Saskatchewan

cc: Kyle Schole, Planning, Development, & Heritage Assistant, <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



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

January 11, 2021

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Beaver County, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* - **from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).**

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Gene Hrabec  
Deputy Reeve  
Beaver County



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

Sent by: Regular Mail

January 13, 2021

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Camrose County, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.” - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Cindy Trautman, Reeve  
Camrose County

e: ctrautman@county.camrose.ab.ca / p: (780) 672-4446

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



# County of Wetaskiwin No. 10

**Strong Proactive Leadership • Safe Progressive Communities**

January 7, 2021

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

RE: Letter of Support for Nomination of the North Saskatchewan River  
Canadian Heritage River System (CHRS)

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the County of Wetaskiwin No. 10, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Rod Hawken  
CAO

e: [rhawken@county10.ca](mailto:rhawken@county10.ca) / p: (780) 361-6225

cc: Kyle Schole, Planning, Development, & Heritage Assistant,  
[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)





# VILLAGE OF WASKATENAU

Box 99, Waskatenau, Alberta T0A 3P0

Phone: (780) 358-2208  
Fax: (780) 358-2208  
Email: [waskvillage@mcnet.ca](mailto:waskvillage@mcnet.ca)  
Website: [www.waskatenau.ca](http://www.waskatenau.ca)

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

December 21, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System(CHRS)**

---

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Village of Waskatenau, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."-from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005)".*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

*C. Caron*

Casey Caron, Mayor  
Village of Waskatenau

cc: Kyle Schole, Planning, Development, & Heritage Assistant ,<[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

*"Country living at its Best"*



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

Sent by: EMail

January 4, 2021

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Portage College, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.” - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Sincerely,

A handwritten signature in cursive script that reads "N Broadbent".

Nancy Broadbent  
President & CEO

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

**Kyle Schole**

---

**From:** Matthew Ferris <mferris@lsac.ca>  
**Sent:** January 17, 2020 3:02 PM  
**To:** Craig Lukinuk  
**Subject:** North Saskatchewan River as a Canadian Heritage River System

At our January 9<sup>th</sup> 2020 Council meeting Council passed motion 11-2020 supporting the application of the North Saskatchewan River as a Canadian Heritage River System

**Matthew Ferris** | Manager of Planning and Development  
**Lac Ste. Anne County**  
Box 219 | Sangudo AB, T0E 2A0  
Tel **(780) 785-3411** | Toll Free **1 (866) 880-5722**

This email communication is CONFIDENTIAL AND LEGALLY PRIVILEGED. If you are not the intended recipient, please notify me at the telephone number shown above or by return email and delete this communication and any copy immediately. Thank you.

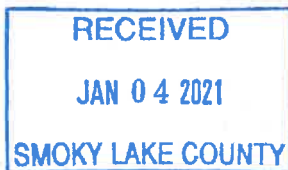
 **Think about our Environment. Print only if necessary.**



# HISTORIC VILNA

A true Alberta boomtown...

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



Sent by: Regular Mail

December 17, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Village of Vilna, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Leo Chapdelaine,  
Mayor

leochapdelaine.icloud.com  
780-636-3620

cc: Kyle Schole, Planning, Development, & Heritage Assistant, <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

P.O Box 490, Two Hills AB T0B 4K0  
Telephone: (780) 657-3358 Fax: (780) 657-3504

December 16, 2020

Council of Smoky Lake County  
4612 – McDougall Drive  
P.O. Box 310  
Smoky Lake, Alberta, T0A 3C0

**Re: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System**

Dear Council of Smoky Lake County:

This will advise that the Council of the County of Two Hills resolved, at their meeting on December 16, 2020, that the County of Two Hills approve the supporting nomination of the North Saskatchewan River for the Canadian Heritage River System, with the condition that the County be notified of any future amendments which may impact the County of Two Hills.

Should you have any questions or concerns, you may contact the undersigned.

Sincerely,



Sally Dary  
Chief Administrative Officer



17507 Fort Road  
Edmonton, AB T5Y 6H3

Phone: 780-643-6732  
Fax: 780-422-6096

Reeve Craig Lukinuk  
Smoky Lake County  
PO Box 310  
4612 McDougall Drive  
Smoky Lake AB T0A 3C0  
craiglukinuk@smokylakecounty.ab.ca

December 23, 2020

**Regarding: Canadian Heritage River System North Saskatchewan River Nomination**

Mr. Reeve Lukinuk:

On behalf of the Agroforestry & Woodlot Extension Society (AWES), I would like to extend our support of the nomination of the North Saskatchewan River to the Canadian Heritage Rivers System. Thank you and the Smoky Lake County for bringing together this nomination and for extending the opportunity to AWES to support the Canadian Heritage Rivers System. A heritage river designation would reflect the care and stewardship that local governments, stakeholders, and landowners have taken along the river to promote the conservation, restoration and care of the North Saskatchewan River basin.

AWES understands the importance of encouraging landowners to develop practices and environments to improve and maintain freshwater resources. AWES is aware of the importance of the Canadian Heritage River Designation and is grateful for the efforts of all the organizations that have come forward to support this process.

For any questions please contact me at the numbers or email below.

A photograph of a handwritten signature in black ink on a light-colored background. The signature appears to read 'Megan Andre'.

**Megan Andre, P.Ag.**  
Executive Director  
Agroforestry & Woodlot Extension Society  
780-242-9855  
[m.andre@awes-ab.ca](mailto:m.andre@awes-ab.ca)  
[www.awes-ab.ca](http://www.awes-ab.ca)

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

Sent by: EMail

December 22, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Riverland Recreational Trail Society, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Riverland Recreational Trail Society is a non-profit organization made up of representatives from the regions five snowmobile clubs, horse and wagon club and other trail enthusiasts. The organization leases the middle 33 feet of the 300km. abandoned CN right of way and operates it as Alberta's Iron Horse Trail in partnership with the ten municipalities it passes through.

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Marvin Bjornstad

President  
Riverland Recreational Trail Society

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



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

Sent by: EMail

December 22, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of N.E. Muni-Corr Ltd., it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). N.E. Muni-Corr Ltd. is a part nine not for profit company who own the 300km. long abandoned CN right of way in northeast Alberta. The organization is comprised of representatives from the ten municipalities the right of way traverses.

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.” - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Dwayne Yaremkevich,  
President  
North East Muni-Corr Ltd.

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

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

Sent by: EMail

December 22, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Alberta's Lakeland Destination Marketing Organization, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Alberta's Lakeland DMO is a non-profit organization whose mandate is tourism promotion and development in the northeast. The Lakeland region covers the geographical area from Plamondon/Lac La Biche in the north to Highway 16 in the south and from Smoky Lake County east to the Saskatchewan border.

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* - **from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).**

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,



Marianne Janke  
General Manager  
Alberta's Lakeland Destination Marketing Organization

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

Ceyana Canoe Club  
P.O. Box 4545  
Edmonton (South), AB  
T6E 5G4



December 18, 2020

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

Sent by: E-Mail

**RE: Letter of Support  
Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Rivers and Canoeing are large part of our Canadian Heritage. Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of the Ceyana Canoe Club, it is a pleasure to provide this letter supporting the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

**- North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).**

The CHRS is a voluntary, community-driven program, and serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a greater portion, and if possible all of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System. This river has historically tied the three prairie provinces together and was the original gateway to western Canada. We paddlers feel that not having all or most of it within the CHRS is a great error.

We strongly support the nomination of a greater portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Mark Lund  
President, Ceyana Canoe Club

cc: Kyle Schole, Planning, Development, & Heritage Assistant <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

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

Sent by: Electronic Mail

December 16, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Lakeland Agricultural Research Association, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*“The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.” - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development or agricultural restrictions along the river corridor, and no new rules or restrictions are created because of participation. The program, however, serves to celebrate and promote the natural, cultural, and recreational values of the river, including agricultural uses.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Kellie Nichiporik  
Environmental Program Manager  
Lakeland Agricultural Research Association  
e: [sustainag.lara@mcsnet.ca](mailto:sustainag.lara@mcsnet.ca) / p: (780) 812-1036

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



November 30, 2020

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

To Whom it May Concern,

RE: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Lamont County, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

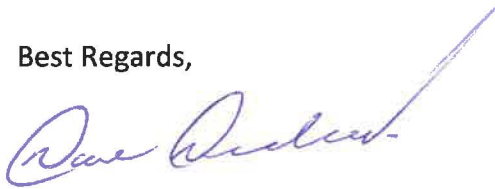
*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation. Further, Lamont and Smoky Lake Counties are presently working together towards jointly adopting of an Intermunicipal Development Plan (IDP), and an Intermunicipal Collaboration Framework (ICF). Both documents will enhance and facilitate a spirit of partnership, contemplate future land uses, support agriculture and tourism, as well as the natural, cultural, and recreational values associated with the river corridor.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.



Best Regards,



David Diduck  
Reeve, Lamont County

cc: Kyle Schole, Planning, Development, & Heritage Assistant



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

Sent by: Regular Mail

December 13, 2020

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

---

To Whom it May Concern,

It is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada." - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

The CHRS is a voluntary, community-driven program, and represents an opportunity for river communities to share, promote, and celebrate the Natural, Cultural, and Recreational values of the river. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best Regards,

Elisa Brosseau,  
Chair  
Alberta Bilingual Municipalities of Alberta  
p: (780) 573-9846

cc: Kyle Schole, Planning, Development, & Heritage Assistant , <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>



December 10, 2020

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

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River System (CHRS)**

To whom it May Concern,

It is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* - from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program, and represents an opportunity for river communities to share, promote, and celebrate the Natural, Cultural, and Recreational values of the river. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Best regards,



Étienne Alary  
Directeur général  
Conseil de développement économique de l'Alberta  
[etienne.alary@lecdea.ca](mailto:etienne.alary@lecdea.ca)

cc: Kyle Schole, Planning, Development, & Heritage Assistant ,  
[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)

**SUIVEZ-NOUS!**

 [www.lecdea.ca](http://www.lecdea.ca)

 780-414-6125



## COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4  
www.county.stpaul.ab.ca

*Our Mission - To create desirable rural experiences*



December 9, 2020

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

Dear Smoky Lake County Council,

**RE: Letter of Support for Nomination of the North Saskatchewan River,  
Canadian Heritage River system (CHRS)**

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and your presentation at the County Council meeting on December 8, 2020 we are very much interested in supporting the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture... designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada" – from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).*

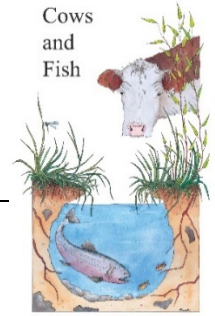
Since CHRS is a voluntary, community-driven program and designation under the CHRS does not add to or increase existing development restrictions along the River corridor, with no new rules or restrictions being created because of participation; the County of St. Paul supports the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

We wish Smoky Lake County much success as they work through this process.

Best Regards,

Steve Upham  
Reeve

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



# Cows and Fish

Alberta Riparian Habitat Management Society

2<sup>nd</sup> Floor, Avail Building  
530 – 8<sup>th</sup> Street S  
Lethbridge, AB T1J 2J8

Telephone (403) 381-5538  
Email: [nambrose@cowsandfish.org](mailto:nambrose@cowsandfish.org)  
[www.cowsandfish.org](http://www.cowsandfish.org)

November 17, 2020

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

Via email to: Kyle Schole <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>

RE: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System designation.

To Whom it May Concern,

The Alberta Riparian Habitat Management Society (Cows and Fish) is pleased to provide this letter supporting the nomination of a portion of the North Saskatchewan River for the Canadian Heritage River System (CHRS), following up from the Oct 23, 2020 letter from the Alberta Minister of the Environment and Parks, Jason Nixon.

The CHRS is a voluntary, community-drive program, which is consistent with our mandate to encourage and promote community led initiatives, including to take local ownership of stewardship efforts for our water, riparian areas and watersheds. The focus of the CHRS to work cooperatively and ensure long-term management of rivers to conserve them for future generations is a goal we support.

Now more than ever, strategic, long-term efforts to support improved drinking water supplies, support natural infrastructure and healthy watersheds through thoughtful land use are important. Increasing land use pressures and population growth, coupled with highly variable climate and cumulative impacts of past land and water use decisions means we need to shine a light on our use and care of these places. As such we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognised watercourse within the Canadian Heritage River System.

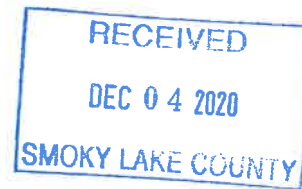
Sincerely,

A handwritten signature in blue ink that reads 'Norine Ambrose'.

Norine Ambrose, Executive Director  
Alberta Riparian Habitat Management Society-“Cows and Fish”



Box 10, Thorhild, AB T0A 3J0  
Ph: 780-398-3741  
Fax: 780-398-3748  
Toll Free: 1-877-398-3777  
www.thorhildcounty.com



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

November 27, 2020

Letter of Support for Nomination a Portion of the North Saskatchewan River, Canadian Heritage River System (CHRS)

To Whom It May Concern,

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon and the presentation by Smoky Lake County's Kyle Schole at the Thorhild County Council Meeting on November 24, 2020, Thorhild County Council would like to support the nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS.)

*"The Canadian Heritage River System is a cooperative venture...designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* – from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005.)

The CHRS is a voluntary, community-driven program. Importantly, Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Grumetza".

Kevin Grumetza  
Reeve



OFFICE OF THE  
CHIEF ADMINISTRATIVE OFFICER

November 19, 2020

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

To Whom It May Concern:

**Subject: Letter of Support for Nomination of the North Saskatchewan River, Canadian Heritage River System (CHRS)**

---

Further to the letter dated October 23, 2020 from Alberta Minister of Environment and Parks Jason Nixon, and on behalf of Parkland County, it is a pleasure to provide this letter supporting nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

*"The Canadian Heritage River System is a cooperative venture ... designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."* -from the North Saskatchewan Watershed Alliance (NSWA) Heritage River Background Study (2005).

The CHRS is a voluntary, community-driven program. Designation under the CHRS does not add to or increase existing development restrictions along the River corridor, and no new rules or restrictions are created because of participation.

The CHRS serves to celebrate and safeguard the future of our environment for the use, benefit, and enjoyment of future generations. As such, we support the nomination of a portion of the North Saskatchewan River for inclusion as a nationally recognized watercourse within the Canadian Heritage River System.

Regards,

A handwritten signature in black ink that reads "Laura Swain".

Laura Swain, MPA  
Interim Chief Administrative Officer

Copy: Kyle Schole, Planning, Development, & Heritage Assistant  
kschole@smokylakecounty.ab.ca



## TOWN OF ROCKY MOUNTAIN HOUSE

---

P O BOX 1509 5116 50 AVENUE ROCKY MOUNTAIN HOUSE AB T4T 1B2

June 17, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the Town of Rocky Mountain House, Alberta, toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the North Saskatchewan River is rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

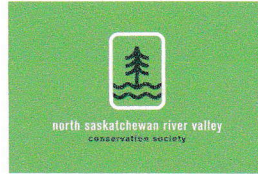
Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

Mayor Tammy Burke

cc: Smoky Lake County (kschole@smokylakecounty.ab.ca)  
Town Council  
CAO





March 7, 2020

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK S0J 1A0

Re: Letter of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS)

To Whom It May Concern,

Further to the October 30, 2019 letter submitted by Smoky Lake County Council, our society is pleased to provide this letter of support toward an inter-provincial nomination of the North Saskatchewan River for inclusion in the Canadian Heritage River System (CHRS).

The vision and mission of our society is to advocate for the preservation and conservation of the North Saskatchewan River valley and its ravines within the municipal boundaries of the City of Edmonton. We work closely with those interested in preserving the river's natural heritage including residents, communities, government and Indigenous peoples.

We agree the North Saskatchewan River should be nominated on an inter-provincial basis under the Canadian Heritage River System. The entire reach of both the North and South Saskatchewan Rivers are rich in cultural, natural, and recreational value. The City of Edmonton is greatly enhanced by the health and legacy of the North Saskatchewan River, which deserves to be both protected and celebrated.

In closing, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System and are hopeful that other community partners and river neighbors will lend their support as well.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Stephen Madsen", is written over a circular stamp or seal. The signature is fluid and cursive.

Stephen Madsen, President  
Board of Directors

cc: Smoky Lake County

Scotia Place, Tower 3 - Suite 239, 10072 Jasper Avenue NW, Edmonton, AB T5J 1V8  
[nsrivervalley@gmail.com](mailto:nsrivervalley@gmail.com)    <https://www.facebook.com/NSRVCS/>    <http://www.edmontonrivervalley.org/>

February 7, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0



**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the Edmonton and District Historical Society toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, recreation, and historical value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

A handwritten signature in black ink, appearing to read "Tim O'Grady", is written over a horizontal line. The signature is somewhat stylized and includes a flourish at the end.

Tim O'Grady  
President, Edmonton and District Historical Society

cc: Smoky Lake County

**Letter of Support  
Inter-Provincial Nomination of the North Saskatchewan River  
Canadian Heritage River System (CHRS)**





February 3, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 St NW  
Edmonton, AB T6B 2M9

2<sup>ND</sup> FLOOR, 10440 – 108 AVENUE  
PRINCE OF WALES ARMOURIES HERITAGE CENTRE  
EDMONTON, ALBERTA T5H 3Z9

PHONE: 780.429.0166  
WWW.EDMONTONHERITAGE.CA

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0

**Re: Letter of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS)**

To Whom It May Concern,

I am pleased to provide this letter of general support for an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

As an organization, Edmonton Heritage Council's essential work is to connect people to the stories of our city through our leadership, support, and programs. We do this by helping Edmontonians research, preserve, interpret, and advocate for our heritage. Edmonton was forged by the North Saskatchewan River, and it is an essential part of the city's heritage.

This is also the case for many other areas along the North Saskatchewan Rivers in Alberta and Saskatchewan. These communities would not exist as we know them without the legacy of the river. The cultural, natural, and recreation value of the North Saskatchewan is essential to life and culture in the prairie provinces. The Edmonton Heritage Council greatly appreciates efforts in seeking designation under this program to give this river the protection and celebration it so richly deserves.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Respectfully,

A handwritten signature in blue ink that reads 'David Ridley'.

David Ridley  
Executive Director  
Edmonton Heritage Council  
[dridley@edmontonheritage.ca](mailto:dridley@edmontonheritage.ca)  
tel: 780 429-0166 ext. 232

CC: Kyle Schole, Smoky Lake County



January 16, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0



**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of Westlock County toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Sincerely,

Lou Hall,  
Reeve

cc: Smoky Lake County



**Village of Marwayne**

Box 113, 210 2nd Ave N  
Marwayne, AB T0B 2X0

780-847-3962 P

780-847-3324 F

marwayne@mcsnet.ca

marwayne.ca

November 18, 2019

NORTH SASKATCHEWAN WATERSHED ALLIANCE  
202, 9440 – 49 STREET  
EDMONTON, AB T6B 2M9

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, we are pleased to provide this letter of support on behalf of the Village of Marwayne toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*“The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

A handwritten signature in blue ink that reads "Cheryl Eikeland". The signature is fluid and cursive.

Cheryl Eikeland

Mayor, Village of Marwayne

cc: North Saskatchewan River Basin Council (Saskatchewan)



Serving our Residents since 1914

January 20, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0



**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the Village of Clyde toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

Jaye Parrent  
Finance and Assistant CAO

cc: Smoky Lake County



December 12, 2019

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458 Hafford, SK, S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the Northeast Alberta Information HUB (Alberta HUB) toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*“The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

Steve Upham  
Chair Northeast Alberta Information HUB (Alberta HUB)

cc: Smoky Lake County

January 24, 2020

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of Travel Alberta toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,



Royce Chwin  
CEO

cc: Smoky Lake County



December 23, 2019

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the Town of Stony Plain toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*“The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Sincerely,



Mayor William Choy

cc: Smoky Lake County



**PADDLE CANADA**  
**PAGAIE CANADA**

PO Box 126 Station Main  
Kingston ON CANADA K7L 4V6  
Toll-free: 1-888-252-6292  
info@paddlingcanada.com  
www.paddlingcanada.com



December <sup>10</sup>~~12~~, 2019

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of Paddle Canada toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

Michelle McShane  
Executive Director  
Paddle Canada

cc: Smoky Lake County.



Dec. 9, 2019

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK, S0J 1A0



**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of Paddle Alberta Society toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

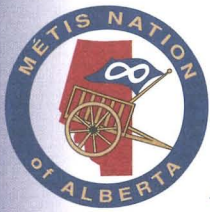
Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Best Regards,

A handwritten signature in blue ink, appearing to read "Karla Handy".

Karla Handy, Program Services Coordinator  
Paddle Alberta Society

cc: North Saskatchewan Watershed Alliance  
Smoky Lake County.



Métis  
Nation Of  
Alberta

Item 4.3 - Attachment 1 - Page 116 of 123  
Office of the Provincial President

100 Delia Gray Building  
11738 Kingsway Avenue  
Edmonton AB T5G 0X5

Phone: 780 455 2200  
Fax: 780 452 8946  
www.albertametis.com

December 20, 2019

Kyle Schole  
Planning, Development & Heritage Assistant, Smoky Lake County  
4612 McDougall Drive  
P.O. Box 310  
Smoky Lake, AB T0A 3C0  
Email: [kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)

To Whom It May Concern:

**Re: Letter of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) from the Métis Nation of Alberta (MNA)**

Smoky Lake Regional Community Economic Development Committee (RCDC) that extends into other river neighbors and community partners along the North Saskatchewan River Watershed for support on inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS).

Within the Smoky Lake Region, the River flows past the Victoria District National Historic Site, Victoria Settlement, the Former Fort White Earth (Edmonton House III), and Métis Crossing, a site of extreme cultural significance to the Métis homeland.

The Métis Nation of Alberta supports this nomination of the North Saskatchewan River as it is significant to Métis culture, other community partners and neighbors along the river. The nomination of both the Saskatchewan and North Saskatchewan Rivers will ensure the long-term management of these rivers and that this area, rich in cultural, natural and recreational value, are conserved and protected for the continuing benefits and enjoyment of Canadians and visitors to Canada. This nomination will also support the broader spirit of collaboration between our communities to continue to work together towards maintaining ecological integrity along this area, support river health and wellness, and promote local and regional economic growth.

Sincerely,

Audrey Poitras  
President  
Métis Nation of Alberta

Dan Cardinal  
Vice President  
Métis Nation of Alberta



## Office of the Mayor

December 19, 2019

North Saskatchewan Watershed Alliance (AB)  
202-9440 49 Street  
Edmonton, AB T6B 2M9

North Saskatchewan River Basin Council (SK)  
Box 458  
Hafford, SK S0J 1A0

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, I am pleased to provide this letter of support on behalf of the City of Spruce Grove toward an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree that the River should be nominated on an inter-provincial basis under this program. Indeed, the entire reach of the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are greatly enhanced by the health and legacy of the River, which deserves to be both protected and celebrated.

Again, we support the nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Sincerely,

Stuart Houston  
Mayor

c: City of Spruce Grove Council  
Smoky Lake County

*The Community of Choice*



## Victoria Home Guard Historical Society

Guard founded:1885    Incorporated:1997

December 12, 2019

NORTH SASKATCHEWAN WATERSHED ALLIANCE (AB)  
202, 9440 - 49 STREET  
EDMONTON, AB T6B 2M9

**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

---

To Whom It May Concern,

Smoky Lake County Council has asked the Victoria Home Guard Historical Society for a letter supporting a nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). I was excited to present an historical view because the North Saskatchewan River is closely connected our **Victoria District National Historic Site of Canada (VDNHSC)** designation.

According to the Heritage River Background Study (2005):

*“The Canadian Heritage River System is a cooperative venture between federal, provincial and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada.”*

The North Saskatchewan River has significant historical value in the settlement of the West and especially in Smoky Lake County. The components of VDNHSC are rooted in its location along the river.

Aboriginal camps as old as 6000 years have been found at what became Victoria Settlement. The location was a traditional crossing of the Kis-is-sak-tche-wan—the Swift Current or North Saskatchewan River. Southern tribes crossed the river for fish in northern lakes, and northern Cree crossed for the buffalo to the south of the river. The camps were an important aboriginal meeting place.



## Victoria Home Guard Historical Society

Guard founded:1885      Incorporated:1997

Fur traders came on the river and located where there was an aboriginal population and buffalo for food and clothing. The early Methodist missionaries also came by river and in 1862 established a mission at Victoria where there were potential converts. Soon after, in 1864, the Hudson's Bay established a fort at Victoria. Both the fur trade and the missionaries are factors in VDNHSC designation.

The northern section of the Carlton Trail, the overland route connecting Winnipeg and Edmonton, more or less followed the North Saskatchewan River. The Carlton Trail was the Red River Cart highway of the 19th century. The Victoria Trail is the last section of the Carlton Trail.

The Hudson's Bay Company replaced Red River Cart transport with steamboats on the North Saskatchewan because they were thought to be more efficient. Steamboats brought passengers, farm machinery, calico cloth, nails, bacon, salt, tea, gunpowder and more. The boats returned with fur, flour and lumber.

Starting in 1875 Victoria, later known as Pakan, was a destination on the steamboat route from Grand Rapids, Manitoba to Edmonton Alberta, on the North Saskatchewan. From 1909 to 1918 John Walter's steamer *City of Edmonton* hauled freight along the river from Edmonton, returning with grain and livestock. It was a common sight in this area.

Settlers came down the river to find their homesteads. The Watt family travelled on a scow to their homestead on the north bank of the river near Lobstick Settlement. Other families rafted downriver en-route to the Barr Colony near Lloydminster.

The North Saskatchewan River was a source of food and extra income for settlers. Those panning for gold on the river might earn two dollars per day. Settlers harvested and sold ice for summer food storage. The Andrew Creamery bought 600 tons of ice every year. At Pakan, ice sold for \$4.00 per ton. In the early years the river provided sturgeon, pickerel, gold-eye, jackfish and more, for food and recreation. Settlers picked berries along the river valley for food and for sale. In 1880, for example, the Whitfords of Victoria sold cranberries at \$9.00 for a large

box to Lovisa McDougall of Edmonton. We still pick berries locally in the river valley along the Victoria Trail.



## Victoria Home Guard Historical Society

Guard founded:1885    Incorporated:1997

Building materials for the George McDougall Hospital at Pakan were floated down the North Saskatchewan on a scow that was later dismantled to become part of the hospital. Ferries built by John Walter in Edmonton were floated to various locations along the river in our county and beyond.

Smoky Lake County's famous river lot system originated in Métis settlement along the North Saskatchewan. The river lot system is an important feature in the VDNHSC designation.

The North Saskatchewan River played an important role in the development of our county and deserves to be included in the Canadian Heritage River System. The Victoria District National Historic Site owes its beginnings to the way the river brought features of western Canadian settlement together in the beautiful North Saskatchewan River valley.

Best Regards,

Elaine Bredon-Peiche  
President,  
Victoria Home Guard Historical Society (VHGH)

Encl:            VHGH Map, 2019

cc:              North Saskatchewan River Basin Council (SK)  
                  Brian Joubert, Senior Parks Planner, Alberta Environment and Parks  
                  Glenn Van Dijken, MLA for Athabasca-Barrhead-Westlock  
                  Hon. Jason Nixon, MLA for Rimbey-Rocky-Mountain-House-Sundre, Minister for AEP  
                  Métis Crossing  
                  Métis Nation of Alberta  
                  Shannon Stubbs, MP for Lakeland  
                  Smoky Lake County  
                  Town of Smoky Lake  
                  Tracy Draper, Director, Land Management Branch, Alberta Environment and Parks  
                  Victoria Settlement  
                  Victoria Trail Agricultural Society  
                  Village of Vilna  
                  Village of Waskatenau



November 29, 2019

NORTH SASKATCHEWAN WATERSHED ALLIANCE  
202, 9440 – 49 STREET  
EDMONTON, AB T6B 2M9



**RE: Letter of Support for Inter-Provincial Nomination of the  
North Saskatchewan River for the Canadian Heritage River System (CHRS)**

To Whom It May Concern,

Further to the letter submitted by Smoky Lake County Council, dated October 30, 2019, we are pleased to provide this letter on behalf of the Smoky Lake Regional Community Economic Development Committee (RCDC) supporting an inter-provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS). Further to the North Saskatchewan Watershed Alliance *Heritage River Background Study* (2005):

*"The Canadian Heritage River System is a cooperative venture between federal, provincial, and territorial governments designed to offer international, national, provincial and regional recognition to outstanding rivers in Canada that demonstrate exceptional examples of Canadian cultural, natural, and recreation values. The main objective is to ensure the long-term management of these rivers in order that their unique values are conserved for the continuing benefit and enjoyment of Canadians and visitors to Canada."*

We agree with Smoky Lake County Council that the North Saskatchewan River should be nominated on an inter-provincial basis under this program. Within the Smoky Lake Region, the River flows past the Victoria District National Historic Site and Victoria Settlement, and the Former Fort White Earth (Edmonton House III). Furthermore, the entire reach of both the Saskatchewan and North Saskatchewan Rivers are rich in cultural, natural, and recreation value. Our communities are enormously enhanced by the health and legacy of the River.

As such, we would support an inter-provincial nomination of the North Saskatchewan River for inclusion into the Canadian Heritage River System, and we are hopeful that other community partners and river neighbors will lend their support as well.

Sincerely,

*Craig Lukinuk*      *Hank Holowaychuk*      *Leo Chapdelaine*      *Casey Caron*

Craig Lukinuk,      Hank Holowaychuk      Leo Chapdelaine      Casey Caron  
Reeve,      Mayor,      Mayor,      Mayor,  
Smoky Lake County      Town of Smoky Lake      Village of Vilna      Village of Waskatenau



Letter of Support  
Inter-Provincial Nomination of the North Saskatchewan River  
Canadian Heritage River System (CHRS)

RCDC contact:

Michelle Wright, Community Economic Development Officer (CEDO) [cedo@smokylakeregion.ca](mailto:cedo@smokylakeregion.ca) 780 656 5398

- cc:
- North Saskatchewan River Basin Council (Saskatchewan)
  - Hon. Jason Nixon, MLA for Rimbey-Rocky-Mountain-House-Sundre, Minister for AEP
  - Glenn Van Dijken, MLA for Athabasca-Barrhead-Westlock
  - Lamont County
  - Saddle Lake First Nation
  - Shannon Stubbs, MP for Lakeland
  - Smoky Lake County
  - Town of Smoky Lake
  - Village of Waskatenau
  - Village of Vilna





ALBERTA  
ENVIRONMENT AND PARKS

107863

OCT 23 2020

*Office of the Minister  
Government House Leader  
MLA, Rimbey-Rocky Mountain House-Sundre*

Reeve Craig Lukinuk  
Smoky Lake County  
PO Box 310  
4612 McDougall Driver  
Smoky Lake AB T0A 3C0  
[craiglukinuk@smokylakecounty.ab.ca](mailto:craiglukinuk@smokylakecounty.ab.ca)

Dear Reeve Lukinuk:

Thank you for your letter regarding the nomination of a portion of the North Saskatchewan River under the Canadian Heritage Rivers System.

Alberta Environment and Parks supports your group's effort to nominate this river and, as the jurisdictional representative, we will make the formal nomination on your behalf. A heritage river designation would reflect the care and stewardship that local governments and stakeholders have undertaken along the river corridor, and help local municipalities and businesses promote the natural beauty, rich cultural history, and myriad recreation and tourism opportunities in your region.

Once the nomination is endorsed by the Canadian Heritage Rivers System Board of Directors, the next step is for Smoky Lake County to prepare a nomination document with relevant information and background studies. The Canadian Heritage Rivers System is a grassroots, locally driven program in Alberta. Alberta Environment and Parks will support your efforts where possible, and share available data about natural, cultural and recreation/tourism values pertinent to the river.

I applaud your efforts in pursuing this nomination, and for assembling substantial local and regional support in this regard.

Sincerely,

Jason Nixon  
Minister

cc: Tracy Draper, Alberta Environment and Parks  
Brian Joubert, Alberta Environment and Parks

<b>REQUEST FOR DECISION</b>		DATE	February 24, 2022	4.4
TOPIC	<b>Land Stewardship Center Watershed Stewardship Grant Application</b>			
PROPOSAL	<p><i>That Smoky Lake County approve action taken in applying for the 2022-23 Land Stewardship Center Watershed Stewardship Grant.</i></p> <p><b>BACKGROUND</b></p> <ul style="list-style-type: none"> <li>• Since 2006, the Watershed Stewardship Grant (WSG) Program, made possible with funding from Alberta Environment and Parks, has provided grants to the province’s stewardship community to support their efforts.</li> <li>• Since then, over 180 grassroots stewardship groups have received more than \$2,500,000 to develop and implement over 360 projects in communities across Alberta , which have in turn contributed to ensuring:             <ul style="list-style-type: none"> <li>○ A safe, secure drinking water supply,</li> <li>○ Healthy aquatic ecosystems, and</li> <li>○ Reliable, quality water supplies for a sustainable economy.</li> </ul> </li> <li>• Funds received from the Grant Program have enabled stewardship groups to engage in community-based projects that focus on:             <ul style="list-style-type: none"> <li>○ Increasing the awareness and understanding of local watershed issues.</li> <li>○ Demonstrating, testing, or displaying various watershed management options.</li> <li>○ Building membership and organizational capacity.</li> <li>○ Measuring and reporting on environmental and social indicators of watershed health.</li> <li>○ Developing management plans for and engaging in physical, on-the-ground activities to improve the condition of local watersheds and water bodies.</li> </ul> </li> <li>• Projects are diverse; ranging widely in their objectives, complexity, and size, but all have meaningful impact within their respective watersheds.</li> <li>• From public forums, workshops and other coordinated outreach efforts to riparian assessments, habitat improvement and naturalization activities, the projects supported by the Grant Program represent an ambitious assortment of local programs, presentations, and initiatives that have contributed significantly to the stewardship of Alberta’s precious water resources.</li> <li>• The deadline for applications was February 14, 2022 (at 5:00 PM MST) and applications are now closed.</li> <li>• Smoky Lake County has put forward an application under the Land Stewardship Center Watershed Stewardship Grant in support of activities under the collaborative Heritage River Initiative.</li> <li>• If the application is successful, administration will return to Council with details and a fully detailed project budget prior to commencement.</li> </ul>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
<b>Values:</b> Integrity, Sustainability/Stability, Pride, Fairness, Freedom				

**Vision:** Leading the way in positive growth with healthy, sustainable, rural living.

**Mission:** Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.

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

**BENEFITS**

- Opportunities for leveraging and unlocking of additional grants, etc.
- Natural, land, and river-based tourism development opportunities.
- Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, etc.)
- Enhanced community participation, awareness, pride, and place-making.

**DISADVANTAGES**

- Staff time.

**ALTERNATIVES**

- Take not action/Defer

**FINANCE/BUDGET IMPLICATIONS**

**Operating Costs:** \_\_\_\_\_

**Capital Costs:** \_\_\_\_\_

**Budget Available:** \_\_\_\_\_

**Source of Funds:** \_\_\_\_\_

**Budgeted Costs:** \_\_\_\_\_

**Unbudgeted Costs:** \_\_\_\_\_

**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS**

**COMMUNICATION STRATEGY**

- Website & social media
- Media Release(s)

**RECOMMENDATION**

**That Smoky Lake County approve action taken in applying for the 2022-23 Land Stewardship Center Watershed Stewardship Grant.**

**CHIEF ADMINISTRATIVE OFFICER**



<b>REQUEST FOR DECISION</b>		DATE	February 24, 2022	<b>4.5</b>
TOPIC	<b>60-Day Notice of Intent to Designate a Municipal Historic Resource (Apedaile Farmstead)</b>			
PROPOSAL	<p><i>That Smoky Lake County Council give 60-Day Notice of Intent to Designate the Apedaile Farmstead on the lands legally described as Pt. NW-16-58-15-W4M, as Municipal Historic Resources under the Alberta Historical Resources Act, and in accordance with Smoky Lake County Policy Statement 61-15-1: Designation of a Municipal Historic Resource.</i></p> <p>BACKGROUND</p> <ul style="list-style-type: none"> <li>• The owners of the lands have agreed to the designation of their property as a Municipal Historic Resource. © <b>ATTACHMENT 1 CORRESPONDENCE WITH LANDOWNER</b></li> <li>• The Smoky Lake Regional Heritage Board has recommended that the Apedaile Farmstead be considered for designation as Municipal Historic Resources. © <b>ATTACHMENT 2 SMOKY LAKE COUNTY POLICY STATEMENT 61-15-1: DESIGNATION OF A MUNICIPAL HISTORIC RESOURCE.</b></li> <li>• The Apedaile Farmstead is listed on the Smoky Lake Region Inventory of Historic Places (2012). © <b>ATTACHMENT 3</b></li> <li>• Under the Act, a property may be considered for designation as a Municipal Historic Resource by bylaw after 60-Day Notice having been given, served upon the owner, and expiry of said notice. © <b>ATTACHMENT 4 NOTICE OF INTENTION TO DESIGNATE</b></li> <li>• If Notice is given, the property will have a designation bylaw prepared for consideration at a future meeting of Council.</li> <li>• Giving Notice is not a decision – Council may choose not to proceed with designation when considering adoption of said bylaw.</li> <li>• If designated:             <ul style="list-style-type: none"> <li>○ A Copy of the Bylaw will be registered in Title by way of Caveat</li> <li>○ A bronze commemorative plaque may be installed at the site providing information regarding the Designation. <i><b>*This will need to be discussed with the landowner as they are interested in maintaining their privacy.*</b></i></li> <li>○ Municipal Historical Resources may be registered on the Alberta Register of Historic Resources (HeRMIS)</li> </ul> </li> </ul>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
<ul style="list-style-type: none"> <li>• Smoky Lake Regional Heritage Management Plan</li> </ul>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><b>HISTORICAL RESOURCES ACT</b></p> <p><b>Designation as Municipal Historic Resource</b> 26(1) In this section, and in sections 27 and 28,</p> <p>(a) “council” means the council of a city, town, village, summer village or municipal district;</p>			

(b) "municipality" means a city, town, village, summer village, municipal district, improvement district or special area.

(2) A council of a municipality, after giving the owner 60 days' Notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.

(3) A council that designates an historic resource as a Municipal Historic Resource under subsection (2) shall

(a) cause a copy of the bylaw to be served on the owner of the historic resource and on the owner of any land that will be subject to the bylaw, and

(b) if the bylaw relates to or includes a land, cause a certified copy of the bylaw to be registered at the appropriate land titles office.

(4) On the registration of a certified copy of the bylaw at the appropriate land titles office, the Registrar of Land Titles shall endorse a memorandum on the certificate or certificates of title to any land affected by the bylaw.

(5) Any bylaw under subsection (2) is effective when it is passed.

(6) Notwithstanding any other Act, no person shall

(a) destroy, disturb, alter, restore or repair an historic resource that has been designated under this section, or

(b) remove any historic object from an historic resource that has been designated under this section,

without the written approval of the council or person appointed by the council for the purpose.

(7) The council or the person appointed by the council, in its or the appointee's absolute discretion, may refuse to grant an approval under subsection (6) or may make the approval subject to any conditions it or the appointee considers appropriate.

(8) On the service of a notice of intention under subsection (2), subsection (6) applies to the historic resource and land as if a bylaw under subsection (2) has been passed until the council passes the bylaw or revokes the notice of intention or until the expiry of 120 days from the receipt of the notice.

(9) Notwithstanding subsection (8), a person who has been served with a notice of intention under subsection (2) may apply to the Court of Queen's Bench for an order shortening the period of 120 days mentioned in subsection (8).

(10) If the council repeals a bylaw made under subsection (2), it shall

(a) cause a copy of the repealing bylaw to be served on the owner, and

	<p>(b) if the bylaw under subsection (2) was registered against the certificate of certificates of title to any land, cause a certified copy of the repealing bylaw to be registered in the appropriate land titles office.</p> <p>(11) On the registration of a certified copy of the repealing bylaw at the appropriate land titles office, the Registrar of Land Titles shall endorse a memorandum on the certificate or certificates of title to the land concerned cancelling the registration of the bylaw under subsection (2).</p> <p>(12) A notice or bylaw under this section may be served on the owner by personal service or registered mail or in any other manners as the Court of Queen’s Bench may direct.</p> <p><b><u>SMOKY LAKE COUNTY POLICIES/BYLAWS</u></b></p> <ul style="list-style-type: none"> <li>• Smoky Lake County Policy 61-20-01: <i>Heritage Management Plan Policy</i>, contains a number of actions that Smoky Lake County is responsible for, including assisting with the process of designating heritage assets as Municipal Historic Resources.</li> <li>• The proposed designation also fulfills the mandate of the Smoky Lake County Regional Heritage Board. Specifically, Section 3.3 of Smoky Lake County Bylaw #1236-11: <i>Smoky Lake County Regional Heritage Board</i>, states that one of the Board’s purposes is “To stimulate, in the general public, an appreciation and knowledge of heritage and heritage activities, end encourage, promote and advocate for the preservation and safeguarding of the integrity of landscape heritage, ecological heritage, cultural heritage events and built heritage in the Smoky Lake County.” Furthermore, Section 4.9 of Smoky Lake County Bylaw #1236-11: <i>Smoky Lake County Regional Heritage Board</i>, states that one of the Board’s functions is to “Assist in defining, identifying, evaluating and designating historical and heritage assets for inclusion in County, Provincial, National and Global inventories of heritage assets.”</li> </ul>
BENEFITS	<ul style="list-style-type: none"> <li>• Designation as a Municipal Historic Resource may allow application for provincial or federal grant funding to maintain historic integrity.</li> <li>• Designating a Municipal Historic Resource helps protect and preserve local heritage sites, enriches local history and can be leveraged as an economic development opportunity by driving heritage-based tourism.</li> <li>• Historic Resource “clusters” are attractive tourism destinations, as well as advantageous for granting purposes.</li> </ul>
DISADVANTAGES	<ul style="list-style-type: none"> <li>• Designation as a Municipal Historic Resources places certain restrictions on the use and development of the resource.</li> <li>• Once a heritage asset is designated as a Municipal Historic Resource, any repairs, additions or other work altering the structure will require a Heritage Resource Intervention Permit to be issued by Smoky Lake County prior to work commencing.</li> <li>• Any proposed alterations, additions or any other work must conform to, and</li> </ul>

	protect, the Character Defining Elements contained within the designating bylaw.
ALTERNATIVES	<ul style="list-style-type: none"> <li>• Refuse Notice</li> <li>• Defer Notice</li> </ul>
FINANCE/BUDGET IMPLICATIONS	
<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b> _____	<b>Unbudgeted Costs:</b> _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Nil.
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p><b>That Smoky Lake County Council give 60-Day Notice of Intent to Designate The Apedaile Farmstead, on the lands legally described as Pt. NW-16-58-15-W4M, as Municipal Historic Resource under the Alberta <i>Historical Resources Act</i>, and in accordance with Smoky Lake County Policy Statement 61-15-1: Designation of a Municipal Historic Resource.</b></p>	
CHIEF ADMINISTRATIVE OFFICER	

## Kyle Schole

---

**From:** Peter Apedaile <apedaile@ualberta.ca>  
**Sent:** January 24, 2022 2:24 PM  
**To:** Kyle Schole  
**Subject:** Fwd: Apedaile heritage resource  
**Attachments:** Farmstead Statement of Significance13Jan22.docx

----- Forwarded Message -----

**Subject:** Apedaile heritage resource

**Date:** Mon, 24 Jan 2022 14:11:21 -0700

**From:** Peter Apedaile <[apedaile@ualberta.ca](mailto:apedaile@ualberta.ca)>

**To:** Don & Noreen <[eastklym@mcsnet.ca](mailto:eastklym@mcsnet.ca)>, 'christine hansen' <[christine.hansen1108@gmail.com](mailto:christine.hansen1108@gmail.com)>

**CC:** [kschole@smokylakecounty.ab](mailto:kschole@smokylakecounty.ab), len <[apedaile@uniserve.com](mailto:apedaile@uniserve.com)>, ROBERT SHAPKA <[r.shapka@shaw.ca](mailto:r.shapka@shaw.ca)>

Hello Noreen and Christine

We thank Jordan Ruegg for his 9 November 2021 invitation letter. Thank you for inviting us to consider municipal heritage designation of our homestead. And thank you for your visit and for sending us a draft statement of significance. We have reviewed your draft, consulted with Robert Shapka, grandson of Steve and Raifta Shapka, on its accuracy and prepared revisions, which are attached.

Our children also have reviewed your offer. They, Ella May and I support your initiative and are indeed honoured by it. We are in the process of transferring part or all of our land titles to them. They are in the decision-making chairs too. I have copied Len who holds our Power of Attorney. I will be the point-person for your communications with us.

Our primary concerns lie with the potential for external micromanagement of our stewardship of the CDE's and potential implications for maintenance and upgrade options and costs. It is our collective intent, as stewards of our heritage, to maintain the general CDE's of the homestead, but we also expect them to evolve overtime.

Currently, other than adding this to the municipal heritage registry, are there any other immediate implications? Will there be any contractual documentation that goes along with this or immediate costs to us?

It would be good to gain some insight from the County as to how it sees the role and work of the Heritage Board evolving, over what time frame, and what additional bylaws or regulations may be being contemplated to administer the designations. We note that the Bylaw does provide for a planning and development fee in relation to heritage resource intervention permits, but have not seen any description of this permit, perhaps not having studied the Bylaw properly, or consulted other bylaws. It would be important for us to understand what administrative requirements would subsequently apply. We also understand that it would be possible for us to request the County or for the County to withdraw the designation. It would be useful to understand what is involved there.

Sincerely. Peter



## Jordan Ruegg

---

**From:** Jordan Ruegg  
**Sent:** January 26, 2022 3:32 PM  
**To:** 'Peter Apedaile'  
**Cc:** 'Noreen Easterbrook'; Christine Hansen (christine.hansen1108@gmail.com);  
kschole@smokylakecounty.ab.ca  
**Subject:** Apedaile Heritage Resource

Good afternoon Peter.

Thank you again for your interest in pursuing a Municipal Historic Resource Designation for the Apedaile Homestead.

It has been brought to my attention by Noreen that you had some questions pertaining to how the process works and what obligations and responsibilities are placed on the owner of the Resource.

The authority of Council to adopt a bylaw designating a historic resource as a Municipal Historic Resource is granted by Section 26(2) of the *Historical Resources Act*, (the *Act*) which provides that such designation is accomplished by first giving the owner of said resource 60 days' notice of the Council's intent to adopt a designating bylaw. The *Act* further stipulates that a copy of this bylaw must be served on the owner of the resource and on the owner of any land that will be subject to the bylaw. Furthermore, the *Act* also requires that a copy of the bylaw be registered on the Certificate of Title by the Registrar of Land Titles.

The most important part of the designating bylaw is the Statement of Significance (SOS) which is comprised of three separate components: a description of the historic resource; a description of the heritage value of the historic resource; and a description of the "character-defining elements" (materials, forms, location, spatial configurations, uses, and cultural associations or meanings that contribute to the heritage value of a resource, and that must be retained in order to preserve its heritage value). Without a Statement of Significance that provides details of these three components, a designating bylaw would be essentially useless as it would not specify what makes a historic resource worthy of designation, nor would it protect specific elements that reflect the resource's historic, heritage or cultural values that are worth preserving. Thankfully, the Smoky Lake County Regional Heritage Board has been able to assist with the preparation of the Statement of Significance.

Once the designating bylaw has been adopted by Council and registered against the Certificate of Title, it is the Statement of Significance, and more specifically, the character-defining elements that create immediate implications. Section 26(6) of the *Act* states that "*no person shall destroy, disturb, alter or repair an historic resource that has been designated under this section, or remove any historic object from an historic resource that has been designated under this section, without the written approval of the council or a person appointed by the council for the purpose*" (in this case the Development Authority for Smoky Lake County). Section 26(7) of the *Act* further states that "*the council or the person appointed by council, in it's or the appointee's absolute discretion, may refuse to grant an approval under subsection (6) or may make the approval subject to any conditions that it or the appointee considers appropriate.*" Furthermore, Section 26(8) of the *Act* stipulates that "*on the service of the notice of intention under subsection (2), subsection (6) applies to the historic resource and land as if a bylaw under subsection (2) had been passed until the council passes the bylaw or revokes the notice of intention or until the expiry of 120 days from the receipt of the notice.*"

Once a designating bylaw has been passed and registered on the Certificate of Title, it does not require any additional contractual documentation between yourself and the County. The notice on Title will make any prospective purchasers of the property aware of the designation and they would be able to obtain a copy of the bylaw from Land Titles or the County in order to understand what the designation entails. There is no immediate cost to yourself as the County's covers all necessary processing fees associated with registering the bylaw with Land Titles.



Hello Noreen and Christine

We thank Jordan Ruegg for his 9 November 2021 invitation letter. Thank you for inviting us to consider municipal heritage designation of our homestead. And thank you for your visit and for sending us a draft statement of significance. We have reviewed your draft, consulted with Robert Shapka, grandson of Steve and Raifta Shapka, on its accuracy and prepared revisions, which are attached.

Our children also have reviewed your offer. They, Ella May and I support your initiative and are indeed honoured by it. We are in the process of transferring part or all of our land titles to them. They are in the decision-making chairs too. I have copied Len who holds our Power of Attorney. I will be the point-person for your communications with us.

Our primary concerns lie with the potential for external micromanagement of our stewardship of the CDE's and potential implications for maintenance and upgrade options and costs. It is our collective intent, as stewards of our heritage, to maintain the general CDE's of the homestead, but we also expect them to evolve overtime.

Currently, other than adding this to the municipal heritage registry, are there any other immediate implications? Will there be any contractual documentation that goes along with this or immediate costs to us?

It would be good to gain some insight from the County as to how it sees the role and work of the Heritage Board evolving, over what time frame, and what additional bylaws or regulations may be being contemplated to administer the designations. We note that the Bylaw does provide for a planning and development fee in relation to heritage resource intervention permits, but have not seen any description of this permit, perhaps not having studied the Bylaw properly, or consulted other bylaws. It would be important for us to understand what administrative requirements would subsequently apply. We also understand that it would be possible for us to request the County or for the County to withdraw the designation. It would be useful to understand what is involved there.

Sincerely. Peter

**SMOKY LAKE COUNTY**

<b>Title: Designation of Municipal Historic Resources</b>		<b>Policy No.: 15-01</b>
<b>Section: 61</b>	<b>Code: P-I</b>	<b>Page No.: 1 of 23</b> <i>E</i>

<b>Legislation Reference:</b>	Alberta Historical Resources Act, Smoky Lake County Bylaw 1236-11 Smoky Lake County Regional Heritage Board
-------------------------------	--

<b>Purpose:</b>	To provide standardized criteria for evaluating historic resources and to outline the procedures and requirements for designating an historic resource as a Municipal Historic Resource as defined under Section 26 of the Historical Resources Act, R.S.A. 2000, c. H-9.
-----------------	---

<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
1.1	The Designation of Municipal Historic Resources Policy is intended to encourage the recognition, designation, protection and rehabilitation of historic resources within Smoky Lake County.
1.2	The Designation of Municipal Historic Resources Policy provides guidance to Council, administration and property owners as a precondition to the Designation Bylaw applicable to each designated resource.
1.3	The Designation of Municipal Historic Resources Policy facilitates the maintenance and preservation of Municipal Historic Resources by establishing the process and conditions for the issuance of a Heritage Resource Intervention Permit.
<b>2. OBJECTIVE:</b>	
2.1	Smoky Lake County receives requests to designate historic resources as Municipal Historic Resources. The County wishes to have a policy that formalizes the procedures for processing such requests.
2.2	Smoky Lake County wishes to have a policy that formalizes the procedures for issuing Heritage Resource Intervention Permits.
<b>3. DEFINITIONS:</b>	
For Interpretation purpose:	
3.1	<b>Character-Defining Elements:</b> the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of an historic place, which must be retained to preserve its heritage value.
3.2	<b>Designation Bylaw:</b> A bylaw passed by Council designating an historic resource as a Municipal Historic Resource. A Designation Bylaw must include the legal description of the property that is to be designated and a declaration that the property is being designated as a Municipal Historic Resource pursuant to the <i>Historical Resources Act</i> .

<b>Title: Designation of Municipal Historic Resources</b>		<b>Policy No.: 15-01</b>
<b>Section: 61</b>	<b>Code: P-I</b>	<b>Page No.: 2 of 23</b> <i>E</i>

### Policy Statement and Guidelines:

- 3.3 **Heritage Resource Intervention Permit:** A Heritage Resource Intervention Permit is required when interventions are proposed to a building or site that has been designated as a Municipal Historic Resource. Interventions include, but are not limited to, construction, additions, alterations, demolition, cosmetic changes and signage.
- 3.4 **Heritage Survey:** A heritage survey gathers and records information associated with the physical remains of the past to identify, document and understand potential historic resources in a community. A heritage survey lays the foundation for continued heritage protection, promotes public awareness and fosters grassroots support for heritage preservation, and offers municipalities a planning tool for managing and preserving historic sites.
- 3.5 **Heritage Value:** The aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present or future generations. The heritage value of an historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.
- 3.6 **Historic Resource:** An historic resource is any work of nature or humans that is primarily of value for its palaeontological, archeological, prehistoric, historic, cultural, natural, scientific or aesthetic interest, including, but not limited to, a palaeontological, archeological, prehistoric, historic or natural site, structure, or object.
- 3.7 **Historic Site:** An historic site is any site that includes, or is comprised of, an historic resource of immovable nature or that cannot be disassociated from its context without destroying some or all of its value as an historic resource.
- 3.8 **Municipal Historic Resource:** A Municipal Historic Resource is an historic resource that is designated by bylaw and protected from unsympathetic alteration or destruction pursuant to the conditions of the *Historical Resources Act*.
- 3.9 **Notice of Intention to Designate:** A Notice of Intention to Designate is a motion passed by Council stipulating that a written notice of intention to designate an historic resource as a Municipal Historic Resource shall be served on the owner of said resource. The Notice shall contain the legal description of the property and a declaration stating Council's intention to designate the property as a Municipal Historic Resource pursuant to the *Historical Resources Act*.
- 3.10 **Smoky Lake Region Inventory of Historic Places:** The Smoky Lake Region Inventory of Historic Places is a register of historic assets within Smoky Lake County, the Villages of Waskatenau and Viina, and the Hamlets of Bellis, Spedden and Warspite. Resources must be listed in the Inventory before they can be considered for designation as a Municipal Historic Resource.
- 3.11 **Statement of Significance:** A Statement of Significance is a succinct description of an historic resource that includes a brief description of the historic place, identifies the key heritage values of the resource and highlights the resource's character-defining elements.

<b>Title: Designation of Municipal Historic Resources</b>		<b>Policy No.: 15-01</b>
<b>Section: 61</b>	<b>Code: P-I</b>	<b>Page No.: 3 of 23</b> <i>E</i>

#### Policy Statement and Guidelines:

#### 4. GUIDELINES:

- 4.1 Upon recommendation from the Smoky Lake County Regional Heritage Board, Smoky Lake County Council may decide to designate an historic resource as a Municipal Historic Resource if it deems the resource to be of significant historic value and whose preservation it considers to be in the public interest.
- 4.2 When an historic resource is designated as a Municipal Historic Resource, ownership will be retained by the landowner. However, the landowner will have agreed that there are now limitations and restrictions on how the resource can be altered.

#### 5. PROCEDURES:

- 5.1 Application forms for Municipal Historic Resource Designation can be obtained from the Smoky Lake County Regional Heritage Board, the Smoky Lake County office or online at [www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca) (**Schedule "A" – Application for Municipal Historic Resource Designation**)
- 5.2 Before a historic resource may be considered for designation as a Municipal Historic Resource, a Statement of Significance must first be completed, and the resource listed on the Smoky Lake Region Inventory of Historic Places. A Preliminary Heritage Site Identification form must be completed before a resource can be considered for inclusion on the Inventory (**Schedule "B" – Preliminary Heritage Site Identification Form**)
- 5.3 Nominations for designation and/or placement on the Smoky Lake Region Inventory of Historic Places shall be made upon the request of the resource owner, and submitted to the Smoky Lake County Regional Heritage Board for comment.
- 5.4 If recommended by the Smoky Lake County Regional Heritage Board, an application for Municipal Historic Resource Designation will be submitted to the County. The Development Authority will prepare a Request for Decision for Council's consideration, including a draft Designating Bylaw.
- 5.5 If Council deems the historic resource to be worthy of designation, Council shall pass a motion issuing a Notice of Intention to Designate, pursuant to Section 26 of the *Historical Resources Act*. (**Schedule "C" – Notice of Intention to Designate**)
- 5.6 The Notice of Intention to Designate must be served on the resource owner a minimum of sixty (60) days before the consideration of a designation bylaw. During this period the owner of said resource shall not destroy, disturb, alter, restore or repair said resource.
- 5.7 Following the 60 day notification period, Council may consider a Designation Bylaw for said resource. Council may also decide to revoke a Notice of Intention to Designate if it deems protection of the resource is not in the public interest.

<b>Title: Designation of Municipal Historic Resources</b>		<b>Policy No.: 15-01</b>
<b>Section: 61</b>	<b>Code: P-I</b>	<b>Page No.: 4 of 23</b> <i>E</i>

<b>Policy Statement and Guidelines:</b>	
5.8	A Designation Bylaw must be passed within one hundred and twenty (120) days of the serving of the Notice of Intention to Designate. Failure to pass a Designation Bylaw during this period will render the Notice of Intention to Designate invalid.
5.9	Pursuant to Section 26 of the <i>Historical Resources Act</i> , a Designation Bylaw must contain the legal description of the property and a declaration that said property is being designated as a Municipal Historic Resource pursuant to the <i>Historical Resources Act</i> . ( <b><u>Schedule "D" – Sample Designation Bylaw</u></b> )
5.10	Prior to passing a Designation Bylaw, a written agreement must be entered into between Smoky Lake County and the resource owner, waiving the right to receive compensation for any loss of economic value, perceived or real, as the result of designation. ( <b><u>Schedule "E" – Municipal Historic Resource Compensation Waiver Form</u></b> ) A Designation Bylaw will only be considered if the resource owner has waived his or her right to compensation for loss of economic value as a result of designation and has signed a Municipal Historic Resource Compensation Waiver attesting the same.
5.11	Once a Designation Bylaw has been passed by Council, a copy of said Bylaw, including any and all schedules, shall be signed by the owner and registered at the appropriate Land Titles Office against the title of the designated property.
5.12	A certified true copy of the Designation Bylaw shall be provided to the owner of the designated property.
5.13	Upon designation, a Municipal Historic Resource shall be nominated by the County to be placed on the Alberta Register of Historic Places.
5.14	County Council reserves the right to repeal a Designation Bylaw at any time for any reason it deems necessary. Council must pass a bylaw repealing the Designation Bylaw and must serve said repealing bylaw on the owner of the designated resource. The County must also discharge the Designation Bylaw from the land titles registry.
5.15	Upon designation, any alteration, restoration, repair, disturbance, removal, addition or destruction of a Municipal Historic Resource shall require written permission from the Development Authority in the form of a Heritage Resource Intervention Permit. ( <b><u>Schedule "F" – Application for Heritage Resource Intervention Permit</u></b> )

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>June 26, 2015</b>	
<b>Amended</b>		
<b>Amended</b>		

Schedule "A"

SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD Application For Municipal Historic Resource Designation

Box 310, Smoky Lake, Alberta T0A 3C0

Roll # [text box]

Date [text box]

Name of Resource [text box]

Municipality [dropdown] Municipal Address: [text box]

Short Legal Description: Plan: [text box] Block: [text box] Lot: [text box]

Long Legal Description LSD/Pt. [text box] Section [text box] Township [text box] Range [text box] W4

Please attach:

- Current Certificate of Title
Recent photographs of the exterior of Site
Recent photographs of the interior of Site
Historic photographs of the Site

NOTE: All photographs attached to this application remain the property of the municipality.

The information provided on this form was recorded by:

Name [text box]

Address [text box]

Postal Code [text box] Telephone 1 [text box] Telephone 2 [text box] Date [text box]

Site Owner [text box]

Address [text box]

Postal Code [text box] Telephone [text box]

Does the Owner support the possible designation of the Site? Yes No

Does the Owner give permission to the municipality and it's heritage contractor... to enter the property...? Yes No

Comments [text box]

Owner's Signature [text box] Date [text box]

The personal information on this form is protected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act SA 2000.



No. of structures	
Type of structures	
Type of construction (log, frame, brick, etc.)	
<b>Present Condition</b>	
Roof	
Siding	
Windows and frames	
Foundation	
What was the date of construction? Estimated or Actual?	
What was (were) the original uses(s) of the structure?	
What was the nature and date of any later addition?	
What is the architectural significance of this site or structure?	
What is the name of the architect, if one was involved?	
What is the name of the builder?	
Does the architect or builder have any special prominence in the community?	
Is there something notable about the method of construction or the building materials used?	
Is the structure on its original site? If it has been moved, when and why?	
In what condition is the building? What alterations have been made in the cause of maintenance or renovation, and when?	
If it is in a town or village, does the building fit in with	

~ Smoky Lake County Regional Heritage Board ~

the age, types, and styles of others on the street, or in the neighbourhood? If it is in a rural area, does it fit in with the local environment?	
What is the historical significance of this site and / or structure? Was this site associated with major patterns in economic, social, political , cultural or any other broad development?	
Is it a particular visible landmark in the area?	
What is the present use of the site or structure?	
What is the proposed use of the site or structure?	
Are there any plans for restoration / rehabilitation of this site or structure?	
Have there been any important event(s) associated with this site or structure? If so, provide an account of it.	
Is there something unique or excellent about the artist design and craftsmanship of the site or structure?	
Why do you feel the preservation of this resource is in the public interest?	
List sources of information and names with contact information of people we can contact for further information.	

~ Smoky Lake County Regional Heritage Board ~

**SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD Preliminary Heritage Site Identification**

Requested By:  Date:

Contact Information:

Name(s) of Site:

Land Location:

Current Owner:

Previous Owner:

Construction Date:   Approximate  Actual

Builder / Architect:

**Additions or Alterations to Original Building**

**History**

**Special Exterior Features**

**Special Interior Features**

**Additional Information**

Do you have any photographs, documents, blueprints, etc. to show us?

Do you have any additional information about other buildings in the Smoky Lake Region?

**Submit or drop off at:**

*Smoky Lake County Regional Heritage Board, Box 310, 4612 McDougall Drive, Smoky Lake, Alberta T0A 3C0*

**SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD** Notice of Intention to Designate

**NOTICE OF INTENTION TO DESIGNATE**

[Redacted]

AS A MUNICIPAL HISTORIC RESOURCE

ALBERTA HISTORIC RESOURCES ACT  
Section 26 H.R.A., R.S.A. 1980, c.H-8, as amended

TO: [Redacted]

Notice is hereby given that following at least sixty (60) days from the date of serving of this Notice, on

Council Meeting Date: [Redacted]

the Municipal Council of the [Redacted]

intends to pass a Bylaw that the site legally described as:

Short Legal Description: Plan: [Redacted] Block: [Redacted] Lot: [Redacted]

Long Legal Description: Municipal Address: [Redacted]

[Redacted]

Excepting thereout all mines and minerals,

Containing the building(s), known as:

[Redacted]

located on the site be designated a **MUNICIPAL HISTORIC RESOURCE** under Section 26 of the Historical Resources Act, as amended from time to time.

**AND TAKE FURTHER NOTICE THAT** the Municipal Council of the [Redacted]

has appointed the Chief Administrative Officer to implement matters arising from the issuance of the Notice of Intention to Designate a Municipal Historic Resource.

**DATED** this [Redacted] day of [Redacted], 201 [Redacted]

**Attachments:**

- Location Map
- Photographs
- Statement of Significance

\_\_\_\_\_  
Chief Administrative Officer

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW XXXX-XX**

---

**A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF  
DESIGNATING THE (NAME OF RESOURCE) AS A MUNICIPAL HISTORIC RESOURCE**

---

**WHEREAS** Section 26 and 27 of the Historical Resources Act, R.S.A. 2000, c. H-9, as amended, permits the Municipal Council of a municipality to designate any heritage resource within a municipality whose preservation it considers to be in the public interest as a Municipal Historic Resource, upon giving notice to the Owner of the Resource in accordance with the Historic Resources Act.

**AND WHEREAS** the Council of Smoky Lake County has determined that the property legally described as:

**(NAME OF HISTORIC RESOURCE)  
(LEGAL DESCRIPTION)  
XXX hectares (XXX acres more or less)**

is a site of architectural, historical, cultural, environmental, archeological, paleontological, aesthetic and/or scientific value;

**AND WHEREAS** not less than sixty (60) days prior to consideration of this bylaw, the Council of Smoky Lake County may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource. A Council that designates an historic resource as a Municipal Historic Resource shall:

- a) cause a copy of the bylaw to be served on the owner of the historic resource and on the owner of any land that will be subject to the bylaw; and
- b) if the bylaw relates to or includes any land, cause a certified copy of the bylaw to be registered at the land titles office.

**NOW THEREFORE** that the Council of Smoky Lake County in the Province of Alberta, having complied with the Historical Resources Act, and duly assembled, hereby enacts as follows:

1. The property known as (NAME OF RESOURCE) located on lands legally described as (LEGAL DESCRIPTION) excepting thereout all mines and minerals, area (XXX) Hectares ((XXX) Acres more or less) is hereby designated a Municipal Historic Resource within the County as described in Schedule "A".
2. Council wishes that the original character of (NAME OF RESOURCE) be protected and preserved while encouraging changes that will make the related buildings and structures functional, at no cost to the County. The Historic Resource shall not be removed, destroyed, disturbed, altered, rehabilitated, repaired or otherwise permanently affected, other than in accordance with the terms outline in Schedule "B".
3. The administration of this bylaw shall be under the management and control of the Development Authority of Smoky Lake County.
4. This bylaw shall come into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS XX<sup>TH</sup> DAY OF XXXXX, AD 20XX.

\_\_\_\_\_  
(NAME)  
Reeve

**S E A L**

\_\_\_\_\_  
(NAME)  
Chief Administrative Officer

READ A **SECOND TIME** IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 20XX.  
READ A **THIRD AND FINAL TIME** IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 20XX.

\_\_\_\_\_  
(NAME)  
Reeve

**S E A L**

\_\_\_\_\_  
(NAME)  
Chief Administrative Officer

**SCHEDULE "A"**

This Statement of Significance forms Schedule "A" to Bylaw XXXX-XX and provides a *Description of the Historic Place*, explains the *Heritage Value* of the building and identifies, by written description and photographs, those *Character Defining Elements* of the (NAME OF RESOURCE) which are regulated by the "General Guidelines for Conservation" (Schedule "B") and must be preserved (the "Regulated Character Defining Elements").

---

**STATEMENT OF SIGNIFICANCE****(NAME OF RESOURCE)****(LEGAL DESCRIPTION)****XXX hectares (XXX acres more or less)**

**(INSERT THE STATEMENT OF SIGNIFICANCE FOR THE RESOURCE TO BE DESIGNATED,  
INCLUDING A DESCRIPTION OF THE HISTORIC RESOURCE, ITS HERITAGE VALUE AND  
THE RESOURCE'S CHARACTER DEFINING ELEMENTS)**

**Photographic Detail**

**(ADD PHOTOGRAPHS THAT SHOW THE CHARACTER DEFINING ELEMENTS OF THE RESOURCE  
TO BE PRESERVED)**



**SCHEDULE "B"**

This is Schedule "B" to Bylaw XXXX-XX and identifies the "General Guidelines for Conservation" for (NAME OF RESOURCE)

---

**GENERAL GUIDELINES FOR CONSERVATION****1. Approval of Development Alterations**

As per Section 26 (6) of the Alberta Historical Resources Act, notwithstanding any other Act, no person shall destroy, disturb, alter, restore or repair a Historic Resource or remove any historic object from a Historic Resource that has been designated under this Section, without the written approval from Council or a person appointed by Council for that purpose.

Council appoints an approving Authority to protect the integrity of this municipal heritage resource to whom the Applicant shall submit a Heritage Resource Intervention Permit Application for any proposed restoration/changes to the structure. Any development or alterations affecting the Chahor Church and Bell Tower shall respect and conserve the heritage value and character defining elements identified in the Statement of Significance, in accordance with the below General Guidelines for Conservation and as recommended in the Standards and Guidelines for the Conservation of Historic Places.

**2. Compatible Uses**

Wherever possible, the use of the Municipal Historic Resource shall be compatible with the existing building such that minimal changes are required to the building. The use of the Municipal Historic Resource for its original purpose is desirable.

**3. Original Character**

The original distinctive qualities and character of the building as designated by the Municipal Historic Resource Bylaw should be preserved. The removal or alteration of any historical materials or features shall be avoided whenever possible.

**4. The Historic Period**

The Municipal Historic Resource should be recognized as a product of its own time. Alterations which are not based on historical fact or which recreate an earlier or later idiom shall be discouraged.

**5. Witness to Change**

Changes to the Municipal Historic Resource may have occurred over time. These alterations are evidence of the history and development of the building. Because this evolution may have acquired significance in its own right, alterations to the original building should be recognized and respected where indicated.

## **6. Repair and Replacement**

Deteriorated architectural features shall be repaired rather than replaced wherever possible. Where replacement is necessary, the new material should match the original as to composition, colour, texture, design, etc. The repair or replacement of architectural features shall be based on a sound knowledge of the original characteristics of the features. Such knowledge shall be based on historical or pictorial evidence and not upon conjecture.

## **7. Style and Craftsmanship**

Distinctive stylistic features and examples of skilled craftsmanship that have been designated by the Municipal Historic Resource Bylaw shall be preserved and treated sensitively.

## **8. Cleaning**

In all cases, surface cleaning shall be undertaken with the gentlest means available. Sandblasting in particular, but also other cleaning methods, damage historic integrity and should not be undertaken without thorough testing prior to use on a building. Sandblasting is not recommended on brick, stone or wood. In all instances, it should be ascertained that a building exterior is really in need of cleaning prior to undertaking the work.

## **9. Reversibility of Improvements**

When the introduction of new elements or materials is necessary to stabilize or preserve a municipally designated Historic Resource, alterations shall be undertaken such that the new materials, should they fail, may be removed at a later date without damage to the original fabric of the Municipal Historic Resource. Where this is not possible (i.e. use of epoxy), only those methods and materials that have been thoroughly tested and found satisfactory in situ shall be used.

## **10. Recording**

Prior to undertaking any alterations, particularly in cases where alterations may threaten the building fabric (underpinning and moving structures), the Applicant shall compile a complete record of the architectural features of the Municipal Historic Resource. Measured drawings and photographs of details may prove invaluable if major features are damaged or lost during the subsequent repair work.

## **11. Original Construction Details**

In some historic structures, poor construction details or inappropriate materials resulted in rapid deterioration of certain building elements. In these instances, accurate restoration of the original detail will inevitably result in the failure of the element. Therefore, restoration of the resource should be undertaken in such a fashion as to duplicate the original appearance as closely as possible while using details based on sound construction practice.

## 12. Enforcement

This Bylaw may be enforced, and the contravention of any provisions contained herein restrained, by the Court of Queen's Bench of Alberta upon action brought by Council, whether or not any penalty has been imposed for contravention. If the Development Authority finds that a person is in contravention of this Bylaw, the Development Authority may, by written order, require the person responsible for the contravention to remedy it if the circumstances so require. The order may:

- (a) direct a person to stop doing something, or to change the way in which the person is doing it;
- (b) direct a person to take any action or measures necessary to remedy the contravention of the Bylaw, including the removal or demolition of a structure or part of a structure that has been erected or placed in contravention of the Bylaw, and, if necessary, to prevent a re-occurrence of the contravention;
- (c) state a time within which the person must comply with the directions;
- (d) state that if the person does not comply with the directions within a specified time, the municipality will take the action or measure at the expense of the person.

## 13. Improvements

Prior to undertaking any improvements, an Application for a Heritage Resource Intervention Permit must be submitted to Smoky Lake County. The Application shall include phasing of alterations where necessary due to program or budget restrictions. The type and timing of both short and long term maintenance work should also be included.

## 14. Codes

At no time should the life and safety of occupants of a Municipal Historic Resource be deemed of lesser importance than the preservation of the original fabric of the Municipal Historic Resource. The required life and safety standards are those required by the current Alberta Building Code. However, notwithstanding these Code requirements, where the essential character of the structure is threatened by changes for Code reasons, every effort shall be made to achieve an equivalent safety standard by alternate means so as to minimize the impact on the historic fabric.

## 15. Signs

As a general rule, signs should be limited to signs that were originally present on the building. In instances where new use or interpretive functions dictate the use of additional signs, these new elements should be integrated into the general design of the project.

The size, typeface, graphics and materials should be chosen to suit the period of the Municipal Historic Resource, wherever possible. All signs must conform to the Smoky Lake County Land Use Bylaw.

**16. Claims**

All covenants, undertakings, obligations, and conditions set out in this Bylaw shall constitute covenants running with the Lands and the County may register a Caveat at the Land Titles Office against the Lands to protect its interest under this Bylaw. Smoky Lake County may grant a postponement of the caveat as to any of the land in development. Smoky Lake County will discharge the caveat promptly upon the acceptance of the various matters required to be performed by the Developer under this Bylaw.

The Developer shall indemnify and save harmless the County from any and all losses, costs, damages, actions, cause of actions, suits, claims and demands resulting from anything done or omitted to be done by the Developer in pursuance or purported pursuance of this Bylaw.

**17. Consent**

This bylaw is hereby agreed to by the Owners as registered as a Caveat on the Certificate of Title XXX XXX XXX: (INSERT NAME OF MUNICIPAL HISTORIC RESOURCE)

\_\_\_\_\_  
(NAME OF LANDOWNER)

\_\_\_\_\_  
(ORGANIZATION – IF APPLICABLE)

\_\_\_\_\_  
(SIGNATURE)



**Municipal Historic Resource  
Compensation Waiver Form**

Box 310  
4612 McDougall Drive  
Smoky Lake, AB T0A 3C0  
Ph: 656-3730 Fax: 656-3768

**MUNICIPAL HISTORIC RESOURCE WAIVER**

I/We \_\_\_\_\_ understand that Smoky Lake County is applying to have  
the \_\_\_\_\_  
designated as a Municipal Historic Resource.

In order for Smoky Lake County to proceed with the application, I/We agree to waive the following clauses of the *Historical Resources Act*.

**Compensation**

28(1) If a bylaw under section 26 or 27 decreases the economic value of a building, structure or land that is within the area designated by the bylaw, the council shall by bylaw provide the owner of that building, structure or land with compensation for the decrease in economic value.

(2) If the council and the owner cannot agree on the compensation payable under subsection (1), the owner or the council may apply to the Land Compensation Board established under the *Expropriation Act* to determine the amount of compensation payable by the council to the owner for the decrease in economic value.

(3) When an application is made to the Land Compensation Board pursuant to subsection (2), the *Expropriation Act* and the regulations made under it respecting the determination of compensation, hearings and procedures, including interest, costs and appeals, apply to the application with all necessary modifications.

(4) The council may, with the agreement of the owner, provide the compensation under subsection (1) by grant, tax relief or any other means.

For greater certainty, I/We expressly waive all rights to claim compensation from Smoky Lake County for any cause whether rising in common law, equity or by statute, because of the County's designation of the property described above as a Municipal Historic Resource.

Owner's signature \_\_\_\_\_ Date \_\_\_\_\_

Owner's signature \_\_\_\_\_ Date \_\_\_\_\_

Witness' signature \_\_\_\_\_ Date \_\_\_\_\_

## HERITAGE RESOURCE INTERVENTION PERMIT

1. A Heritage Intervention Permit is required to undertake changes to properties because of their historic or architectural significance under the Alberta *Historical Resources Act*. Municipal governments in Alberta are responsible for safeguarding the heritage values of these properties. Section 26(6) of the Act requires that "no person shall destroy, disturb, alter, restore, or repair a historic resource that has been designated...without the written approval of the Council or a person appointed by the Council for this purpose."
2. The purpose of a Heritage Intervention Permit is to ensure that the proposed changes to a designated Historic Resource do not alter the property in such a way that the reasons for designation are diminished.
3. A Heritage Intervention Permit is required when interventions are proposed to a Municipal Heritage Resource, including: construction, additions, alterations, demolition, new colors, new windows, lighting, brick work, signs and all applicable exteriors including roofs.
4. There is **no fee** for a Heritage Resource Intervention Permit.
5. Applicants are requested to confirm their plans with the Municipality to determine if a Development Permit and/or a Building Permit are required. It should also be noted that a Heritage Resource Intervention Permit **does not** supersede the requirements of the Alberta Building Code, the Municipal Government Act or the municipality's Land Use Bylaw.
6. It is suggested that the Applicant consult with a Heritage Board Member or Heritage Planner when making plans to submit an Application for Heritage Resource Intervention Permit, as they may offer some suggestions or advise on appropriate methods of treatment or intervention.
7. All Applications for Heritage Resource Intervention Permit will be evaluated by the Smoky Lake Heritage Board and / or a Heritage Planner and a recommendation will be presented to the Municipality's Development Officer for final decision.
8. The requirements to complete a Application for Heritage Resource Intervention Permit are:
  - Copy of Designation Bylaw, with Statement of Significance (obtain from municipality)
  - Concept drawing (e.g. image of structure or finished sign)
  - Detailed dimensioned drawings of proposed "work", (structure or sign)
  - Site plan detailing the location of the structure or sign, to scale, in relation to other structures
  - Historical documentation / photographs to support proposed intervention
  - Photographs of existing building, side elevations, finishes, architectural details, streetscape or landscape
  - Description of materials to be used for proposed intervention
  - IF PAINTING: Samples of heritage colors with manufacturer, name, number and finish for each
  - IF SIGNAGE: Sample font, name and size of lettering, and sign mounting information
  - IF LIGHTING FIXTURE: Images and description of fixtures
9. During the evaluation of this Application, municipal staff, Heritage Board Member and / or Heritage Planner may find it necessary to enter the property, to view and photograph the Site that is subject to the Application. Failure to allow access onto the property may result in the Application being considered incomplete.

**PART 1 - TO BE COMPLETED BY OWNER**

Roll # \_\_\_\_\_

Permit # \_\_\_\_\_

Resource Name

Municipality

Municipal Address

**Owner Information**

Name

Address

City

Province

Postal Code

Phone Number

**Legal Description**

Plan

Block

Lot

LSD/Pt

Sec

Twp

Rng

W4

**This Historic Resource is:**

listed on Municipal Inventory

a Municipal Historic Resource

Designation Bylaw #

**What kind of interventions / changes are being proposed to this Resource?**

*(Provide a brief summary of the proposed work)*

**Why are these specific interventions / changes being proposed to this Resource?**

*(Please check all that apply)*

- To conserve the heritage value of the property
- To improve the functionality of the property
- To enable the adaptive re-use of the property
- Other

**Provide a brief summary of the rationale for the proposed work.**

**Certification**

I/We the Owner(s) of the subject property, and the Applicant of this subject Application, by signing the Application, agree to allow either municipal staff and/or Heritage Board Committee Member the right to enter onto my property, as necessary, to view and photograph the property for the Application. Failure to allow access onto the property may result in the Application being considered incomplete.

Date

Owner's Signature

Name

**PART 2 - TO BE COMPLETED BY EVALUATOR****What conservation documents or other resources have been reviewed in evaluating the proposed work?***(Check all that apply)*

- Municipal Heritage Management Plan                       Statement of Significance
- Standard and Guidelines for the Conservation of Historic Places in Canada*
- Designation Bylaw     Proposed work plan / drawings
- Other *(please describe)*

**Municipal governments are responsible for safeguarding the heritage values of these properties. What "heritage values" and / or "character-defining elements" of the Resource (described in the Statement of Significance), if any, would be impacted by the proposed work? How, specifically, would they be affected?**

Heritage Values	
Potential Impact on Heritage Values	
Character-Defining Elements	
Potential Impact on Character-Defining Elements	

**Applying the *Standards and Guidelines for the Conservation of Historic Places in Canada* helps to ensure that sound conservation principles are considered when reviewing potential changes to historic places. Please check whether the proposed work meets each standard.**

**General Standards for all projects - "Preservation"**

1. Conserve the *heritage value* of a historic place. Do not remove, replace, or substantially alter its intact or repairable *character-defining elements*. Do not remove a part of a *historic place* if its current location is a *character-defining element*.
 

Yes                       No
2. Conserve changes to a *historic place* which, over time, have become *character-defining elements* in their own right.
 

Yes                       No
3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*.
 

Yes                       No
4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other *historic places* or other properties or by combining features of the same property that never co-existed.
 

Yes                       No



5. Find a use for a *historic place* that requires minimal or no change to its *character-defining elements*.
- Yes       No
6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is under-taken. Protect and preserve archaeological resources in place. Where there is potential for disturbance or archaeological resources, take mitigation measures to limit damages and loss of information.
- Yes       No
7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect *heritage value* when undertaking an intervention.
- Yes       No
8. Maintain *character-defining elements* on an ongoing basis. Repair *character-defining elements* by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of *character-defining elements*, where there surviving prototypes.
- Yes       No
9. Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place*, and identifiable upon close inspection. Document any intervention for future reference.
- Yes       No

**Additional Standards relating to - "Rehabilitation"**

10. Repair rather than replace *character-defining elements*. Where *character-defining elements* are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing the sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place*.
- Yes       No
11. Conserve the heritage value and *character-defining elements* when creating any new additions to a historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
- Yes       No
12. Create any new additions or related construction so that the essential form and integrity of a *historic place* will not be impaired if the new work is removed in the future.
- Yes       No

**Additional Standards relating to - "Restoration"**

13. Repair rather than replace *character-defining elements* from the restoration period. Where *character-defining elements* are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
- Yes       No

**APPLICATION DECISION**

*Based on the assessment of the work proposed, it is certified that the proposed work meets the Standards of Conservation described above, and does not negatively impact the heritage values and character-defining elements of the Historic Resource.*

- No - Does **not** meet all the required Standards, work **not** permitted

Yes - Meets all the required Standards, work permitted

Permitted with  
Conditions:

Recommendation Date

Final Decision Date

\_\_\_\_\_  
Heritage Evaluator

\_\_\_\_\_  
Designated Officer

Name

Name

# Apedaile Homestead

## 58280 Range Road 153

NW 16-58-15 W4



### Description of Heritage Place

The Apedaile Homestead is a collection of farm buildings, including a late 1910s, one-and-a-half storey, horizontal log-framed farm house clad in clapboard siding. It is situated northeast of an early c1910 summer house, and a c1920 red barn. The resources are located in the northeast corner of NW-16-58-15-W4, in a large, open farmstead facing south to a crop field, and bordered by caragana, conifer, and deciduous trees, and are in close proximity to a garage and outbuildings.

### Heritage Value

The heritage significance of the Apedaile Homestead exists in its association with the provincial theme of Agricultural Development. The municipal value of the homestead is directly associated with it been an example of one of the most progressive, innovative, and adaptative farms in the district, and with its association with the Shapka family who contributed to creating community within the district.

The Apedaile Homestead was initially homesteaded by Steve and Raifta Shapka. In c1909, Steve Shapka purchased the quarter section, and constructed a residence, a summer house, and later a barn in c1920. Initial clearing of the land began with a team of oxen until 1910, when Steve Shapka walked to Calgary to return with the first horses in the district. Steve and Raifta Shapka were very progressive and had the determination and ability to stay abreast of any new inventions of the time. The Shapka's subscribed to several local, regional, and inter-provincial papers; introduced one of the first radios to the community; purchased the first family car in 1927; purchased the most innovative farm equipment; and provided custom work for other farmers in the community. Steve Shapka's contributions to the community are also evident in his instrumental role in the building of the Dickiebush St. Peter & Paul Russo-Greek Orthodox Church in 1909.

Steve Shapka's progressiveness is also evident in his homestead house. Built in the late 1910s, the residence is a log-framed structure clad with clapboard. It is representative of "modern, progressive, and fashionable"



contemporary designs that were being adopted in North America to address health and social issues, and the need for better housing. At the time, there was a North American trend away from decoration for a more functional and efficient house. In Alberta, in 1910, it was thought the best houses were those without decoration, and the Shapka residence displays such simplicity. Shapka constructed additional rooms over the years to accommodate the growing family and farm workers. Significant, yet very sympathetic, renovations occurred between 2000-2005 by the current owner. Logs from an original outbuilding built for chickens were used in these most current renovations as new support beams.

The Summer House (c1910s) is an exposed horizontal log structure and was originally constructed as a summer kitchen. The construction represents that of a more skillful builder in the use of squared logs and dovetailed corners. A brick peech was built into the rear of the kitchen, however, several fires ignited by the peech during its use damaged part of the structure. The peech has since been removed. At least one wedding celebration took place inside this building. The Summer House was renovated in the early 1990s and is currently used as a summer residence. Some logs from an original outbuilding were used in this renovation as well.

The barn (c1920) was originally constructed for draft horses. The scale of the structure, and the size of the upper loft, speaks to the scale of Shapka's livestock herd and the need for feed and storage. As the farm became mechanized in c1946-48, it was used for milking cows and the raising of pigs. An addition was constructed onto the barn in 1962. It is currently used on an occasional basis for horses and donkeys, as well as for storage.

The resource is a valuable landmark in the district and is representative of one of the most progressive homesteads in the district. Sold in 1971 to its current owners, the homestead buildings have been well-maintained and the farm maintains its traditional mixed farming activities, although modernized.

### **Character-defining Elements**

#### **Late 1910s Farmhouse**

##### **Exterior:**

- mass, form and style of one-and-a-half storey farm house
- high pitched gable roof, with projecting eaves and verges, with plain wood fascia, soffit, and frieze
- horizontal log superstructure covered with clapboard siding, and corner boards
- open one-storey verandah with decorated posts, and balcony
- gable-roofed dormer, with projecting eaves
- double-hung wood windows, with two-over-two pane arrangement, and original two-over-two storm windows, and plain slip sills
- six-panel wood entry door, with glass panel
- plain wood door and window trim
- belly board around perimeter of building, at the base
- stone foundation

##### **Interior:**

- original wood door and window trim
- original sand plaster finish on walls



**Early 1910s Summer House****Exterior:**

- mass, form, and shape of one-and-a-half storey small farm house
- wood foundation, under horizontal finished log superstructure, covered with vertical plank
- logs dovetailed at corners
- medium gable roof, with projecting eaves and verges, with plain wood fascia and soffit
- two-over-two fixed wood windows
- three-panel door, with plain wood trim, except for shaped trim header

**Interior:**

- heavy timber cross beams, timber rafters, with some timbers showing evidence of fires from stove at rear of the building.

**c1920 Barn****Exterior:**

- mass, form, and scale of one-and-a-half storey barn
- gambrel roof, with cupola and finial
- projecting eaves and verges with plain wood fascia and soffit
- upper-storey wood door and diamond shaped window on either end of barn
- stone and concrete foundation
- nailed frame with shiplap siding, and wooden cornerboards
- one bay with sliding doors, covered with horizontal wood planks
- side wing with front bay and three-over-three fixed windows, and swing out doors
- exposed rafters, and plain verge fascia on side wind

**Interior:**

- livestock stalls
- timber plank flooring
- massive loft
- heavy post and beam construction

**Sources**

1. Smoky Lake and District Cultural and Heritage Society, *Our Legacy: History of Smoky Lake and Area*, 1983, 18.
2. Western Land Grants, <http://www.collectionscanada.gc.ca/databases/western-land-grants/>, vol. 878, folio 5, num. C-6642.
3. Bellis Golden Age Society, *Down Through the Years: Bellis History 1897 – 2002*, 2003, 330.
4. Vilna and District Homesteaders Map.
5. Peter Apedaile, Personal conversation. 15, June, 2011.



**NOTICE OF INTENTION TO DESIGNATE****Apedaile Farmstead**

AS A MUNICIPAL HISTORIC RESOURCE

ALBERTA HISTORIC RESOURCES ACT  
Section 26 H.R.A., R.S.A. 1980, c.H-8, as amendedTO: LEONARD PETRY & ELLA MAY APEDAILE  
RR#1  
WILLINGDON, AB  
T0B 4R0

Notice is hereby given that following at least sixty (60) days from the date of serving of this Notice, on

Council Meeting Date: FEBRUARY 24, 2022

the Municipal Council of the Smoky Lake County

intends to pass a Bylaw that the site legally described as:

Short Legal Description: Plan: Block: Lot:

Long Legal Description: Municipal Address: 58280 RGE RD 153

ALL THAT PORTION OF THE NORTH WEST QUARTER OF SECTION SIXTEEN (16) TOWNSHIP FIFTY EIGHT (58) RANGE FIFTEEN (15) WEST OF THE FOURTH MERIDIAN WHICH LIES TO THE EAST OF THE LEFT BANK OF THE SASKATCHEWAN RIVER, AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE 14TH DAY OF DECEMBER A.D. 1905, CONTAINING SEVENTY THREE AND ONE TENTH (73.1 ACRES)

Excepting thereout all mines and minerals,

Containing the building(s), known as:

**APEDAILE FARMSTEAD**located on the site be designated a **MUNICIPAL HISTORIC RESOURCE** under Section 26 of the Historical Resources Act, as amended from time to time.**AND TAKE FURTHER NOTICE THAT** the Municipal Council of the Smoky Lake County

has appointed the Chief Administrative Officer to implement matters arising from the issuance of the Notice of Intention to Designate a Municipal Historic Resource.

**DATED** this 24 day of FEBRUARY, 201**Attachments:**

- Location Map
- Photographs
- Statement of Significance

\_\_\_\_\_  
Chief Administrative Officer











## STATEMENT OF SIGNIFICANCE APEDAILE HOMESTEAD

### Living Heritage

This statement describes the Living Heritage of the Apedaile and formerly Shapka Homestead, a 114-year-old farm enterprise. The Homestead is the yard-site of what used to be a large mixed farm for its time, The character of its heritage is in constant evolution, alive, unlike a museum. The emphasis in this statement is on the built heritage, which unlike so many other pioneer yard-sites in this County has been enhanced, not abandoned.

### Description of Heritage Place

The Apedaile Homestead comprises a collection of farm buildings; a barn and two houses, a pig barn, large log granary and other out-buildings, with two good wells. There is a small pioneer house, the 'Summer House', (circa 1910) of simple exposed horizontal log construction; a large log granary likely built shortly after; the two-story main residence (circa 1914) also constructed of logs, but on a larger, refined scale, clad with clapboard siding; and a large barn (circa 1924). This collection of historic resources is located in the northeast corner of NW-16-58-15-W4M with several springs, good water, drainage and access to the North Saskatchewan River less than 500m away.

### Heritage Value

The Apedaile homestead is an excellent representation of Alberta's provincial heritage theme of Rural Settlement. The homestead is significant for the way it combines the four parts of its heritage: built, cultural, landscape and environmental heritage. The resource's value lies in its prescient design around good water, drainage and shelter to the northwest. The craftsmanship in the buildings by the Shapkas and their preservation and maintenance by the Apedailes provide intrinsic value. Finally, the municipal value of this homestead is enhanced by the foresight and farming skill of its founders, and their next generation (Peter and Pearl), innovative and ambitious settlers and farmers as well as community-builders. Shapkas were active in Dickie Bush Parish and still are.

Initially homesteaded by Steve and Raifta Shapka (Cherniwchan), the quarter section was purchased by Steve in 1909 who began clearing the land with oxen, constructing the original small home in 1910. In the same year he walked to Calgary to purchase the first horses in the district. The house was skillfully constructed as seen in the squared logs with dovetailed corners. The walls are held sturdy with wooden pegs and heavy timber crossbeams and log rafters where axe marks are evidence of his artisan craftsmanship. The next building to be constructed was a large granary with adjustable bin sizes. Their first home was used later by the family as a summer kitchen. An attached peech (clay and brick oven) ignited several fires. Eventually the building fell into disrepair, until it was restored in the 1990s and became a residence again.

# DRAFT

The second and larger residence was built several years later in the Bukovina-style, two 18x18 foot log structures, supported on heavy field stones, with an 8-foot galley kitchen between them. The floors float on log beams within the structures. A four-foot frame pony wall provides a half-story upstairs for bedrooms to accommodate the growing family and farm workers. The contemporary design also featured a dormer, a verandah with decorated posts and a large balcony originally from the largest second floor unfinished bedroom. Steve and Raifta stayed abreast of the latest inventions. They introduced one of the first radios to the community, a gas-powered washing machine, bought their first family car in 1937, and purchased the most innovative farm equipment for that period, including one of the first tractors, steel-wheeled and steam-powered. By 1931 their son Peter was getting seriously involved, marrying Pearl in 1947, just after WWII and taking over the farming.

The large barn was constructed in about 1924, roughly ten years after the main residence, with the help of Peter Cherniwchan, Raifta's brother, for draft horses with a large upper hay loft. The farm was mixed with a small milking herd, poultry, beef cattle and pigs. As the farm became mechanized, horses were needed less and the barn was used more for milking cows. The shed addition on the north side of the barn was built as a shop in 1962. Other outbuildings include a pump house, the pig barn and the large log granary, not bearing value to designate but speaking to the mixed farming activities on this homestead.

The resource is valuable as it is representative of one of the most progressive farms, and continuously occupied homesteads in the district. It demonstrates a successful example of rural development in the eastern part of the County of Smoky Lake. The scale, simplicity of form, progressive design of the built heritage, and subsequent efforts at stewardship respect the cultural and environmental heritage founded by the pioneer Shapka family.

## Character-defining Elements

### **SUMMER HOUSE: (Circa 1910, repaired and restored circa 1995)**

- Form and scale of small farm house.
- Horizontal square exposed log superstructure with dovetailed corners except for rear frame wall.
- Medium gable roof with projecting eaves and plain wood fascia.
- Original vertical weathered wood planks on exterior gables.
- Four paned fixed wood windows, replaced circa 1995.
- Wood foundation on concrete supports.
- Four panel wooden door with nine-pane window storm door (both original from the larger house).
- Timber cross beams with axe marks and log rafters, some scorched from former fires associated with the peech (clay oven).
- Interior wood planks cover the underside of the sandwich (insulated) roof to form the open ceiling.

# DRAFT

**MAIN RESIDENCE (Circa 1914, with the addition in 2000)****Exterior:**

- Bukovina-style log (40x18 ft) with frame addition (24x20 ft + 28x8 ft closed porch to the North) typical of additions throughout the local area.
- Older part supported on spaced field stone; newer addition on concrete foundation and basement.
- High pitched undecorated gable roof with projecting eaves of wood fascia and soffit.
- Horizontal pegged and mudded log superstructure covered with clapboard siding and corner boards.
- Open verandah with original decorated posts on first floor, balcony on the second floor (rebuilt 2002).
- Three gable-roofed dormers with projecting eaves, one with doors to the upper balcony.
- Eight two-over-two double hung windows, plain slip sills on ground floor with original glass.
- Bank of six wood double-hung windows on north side of the porch mimicking the original porch (replaced).
- Two-over-two double-hung double-pane windows on the addition.

**Interior:**

- Original door and window trim in the original house: Matching finishing for the addition.
- Sand plaster finish on lower-level dining and living room walls.
- Original finished fir plank flooring on spruce in the living and dining rooms.
- Solid pine flooring in the addition.
- Painted fir plank ceiling and walls in the west bedroom.
- Spruce plank floors, painted in upstairs except for pine in the addition.
- Spruce ceiling and walls in the east bedroom, nailed with only one nail reflecting hard times.

**BARN: (Circa 1924 and shop 1962)****Exterior:**

- Form and scale of one-and-a-half story barn with lean-two side wing.
- Gambrel roof with two cupolas and finials.
- Diamond shaped windows on both ends of loft.
- Two over three panes in two fixed windows on side wing.
- Projecting eaves with plain wood fascia and soffit.
- Exposed rafters in the loft and side wing.
- Shiplap siding and wooden corner boards.
- Sliding doors on front bay, swinging doors on side wing; all clad with wood planks.

**Interior:**

- Heavy post and beam construction
- Livestock stalls with hangers for harness.
- Walls of wood boards.
- Timber plank flooring.

# DRAFT



<b>REQUEST FOR DECISION</b>		DATE	<b>February 24, 2022</b>
			<b>4.6</b>
TOPIC	Community Peace Officer (CPO 1) – Position.		
PROPOSAL	<p><b><u>HISTORY:</u></b></p> <ul style="list-style-type: none"> <li>▶ <b>Smoky Lake County has been an authorized employer to employ a Peace Officer since <u>Year 2007</u>.</b> <ul style="list-style-type: none"> <li>■ <b><u>August 17, 2006 – Motion 627-06:</u></b> That Smoky Lake County forward to the Alberta Solicitor General an “Application for Authorization to Employ a Special Constable”.</li> </ul> </li> <li>▶ <b><u>May 1, 2007:</u></b> Authorization to Employ <b>Peace Officer</b> for Smoky Lake County was received and Peace Officer Appointment, hereby appoint James Edward ENGLISH as PEACE OFFICER with the legislation and regulations to enforce as indicated: <b>ENFORCEMENT:</b> <b>Responsibilities:</b> <b>Public Safety:</b></li> </ul> <hr/> <p><b><u>BACKGROUND:</u></b>      <b><u>PEACE OFFICER PROGRAM</u></b></p> <p><b>Smoky Lake County has the following (15) Policies developed to adhere to with the Peace Officer Program for the Solicitor General Department:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Policy Statement No. 02-07:</b> Handling Public Complaints and Administration of Discipline for Peace Officers.</li> <li>▪ <b>Policy Statement No. 02-08:</b> Peace Officer Code of Conduct.</li> <li>▪ <b>Policy Statement No. 02-09:</b> Peace Officer: Human Relations Records – A: Oath and B: Incident Report.</li> <li>▪ <b>Policy Statement No. 02-10:</b> Peace Officer: Operational Records Management System.</li> <li>▪ <b>Policy Statement No. 02-11:</b> Peace Officer: Annual Reporting.</li> <li>▪ <b>Policy Statement No. 02-12:</b> Traffic Safety Plan.</li> <li>▪ <b>Policy Statement No. 02-17:</b> Peace Officer: Use of Defensive Baton.</li> <li>▪ <b>Policy Statement NO. 02-18:</b> Peace Officer: Use of OC Spray.</li> <li>▪ <b>Policy Statement No. 02-19:</b> Peace Officer: Known Risk Policy.</li> <li>▪ <b>Policy Statement No. 02-26:</b> Peace Officer: Communication System.</li> <li>▪ <b>Policy Statement No. 02-27:</b> Peace Officer: Informal Complaints Process.</li> <li>▪ <b>Policy Statement No. 02-28:</b> Peace Officer: Notebook Policy.</li> <li>▪ <b>Policy Statement No. 02-29:</b> Peace Officer: Exhibit Handling.</li> <li>▪ <b>Policy Statement No. 02-32:</b> Peace Officer: Video Recording System.</li> <li>▪ <b>Policy Statement No. 02-33:</b> Peace Officer: Memorandum of Understanding with RCMP.</li> </ul> <p><b>LAST PEACE OFFICER APPOINTMENT: Provincial Statutes and Regulations,</b> under the <i>Peace Officer Act</i>, to enforce <b>were:</b></p> <p><b>Received on <u>July 25, 2018</u> – Re: Peace Officers from Tammy Spink, Manager, Peace Officers Program, Alberta Justice and Solicitor General:</b></p> <ul style="list-style-type: none"> <li>■ Animal Protection Act.</li> </ul>		

- Dangerous Dogs Act.
- Environmental Protection and Enhancement Act, Part 9, Division 2.
- Fuel Tax Act.
- Gaming, Liquor, and Cannabis Act
- Petty Trespass Act
- Provincial Offences Procedure Act.
- Stray Animals Act.
- Traffic Safety Act.

**PEACE OFFICER LAST AUDIT:**

√ **June 27, 2019: County Council Meeting -Motion 908-19**

**Alberta Justice and Solicitor General**

That Smoky Lake County acknowledge receipt of the Peace Officer Program Audit Report dated April 15, 2019 and the accompanying cover letter from Sean Bonneteau, Director, Policing Standards and Audits, Law Enforcement Oversight Branch, Alberta Justice and Solicitor General, dated May 27, 2019; and commit to implementing the recommendations:

1. That the authorized employer draft and maintain a **Traffic Safety Enforcement Plan**.
2. The Authorized employer **must ensure investigative file are generated** by the peace officer which indicate a sequential file number unique to each investigation and include the complainant's name and contact information, date of occurrence with details and disposition of the investigation, both sides of all violation tickets and adequate notes and documents to ensure successful prosecution of files.
3. That the authorized employers maintain a **Memorandum of Understanding with the police service** of jurisdiction that meets the requirements of the Peace Officer (ministerial) Regulation.
4. That the authorized employer updated its' **exhibit handing process** to include appropriate tracking, storage and disposal of seized exhibits.

by the deadline of July 31, 2019 to be in full compliance with the Peace Officer Act, the Peace Officer (Ministerial) Regulation, Peace Officer Regulation and the Peace Officer Program Policy and Procedures Manual.

**August 29, 2019: County Council Meeting - Motion # 1107-19**

**Peace Officer and Security Programs**

That Smoky Lake County acknowledge receipt of the letter from Tammy L. Spink, Manager, Peace Officer and Security Programs, dated August 9, 2019, in regard to Smoky Lake County being in full compliance with the Peace Officer Act, Peace Officer (Ministerial) Regulations, Peace Officer Regulations and Peace Officer Program Policy and Procedures Manual Program Audit recommendations.

**AND**

**Bulletins: 2019: Mandatory Policies in place: Known Risk Policy, Communication System, Video Recording and Notebook.**

**CURRENT:**

**To provide Council with a better understanding of the Program:**

- ▶ **When Smoky Lake County became an authorized "Employer" – the following documents must be adhered to – to be in compliance with the Peace Officer Program:**

√ **Public Security Peace Officer Program: Policy and Procedures Manual, dated January 2007 – Amended February 2012 (still current)**

	<p>√ <b>In conjunction to the Policy and Procedures Manual: “Bulletin(s)”</b> are posted that serves as the primary mechanism for <u>distributing information to authorized employers</u> of peace officers. Information on legislative, policy and procedure changes and any other information that is relevant to the service provided by peace officers is distributed via the bulletin.</p> <p>▶ <b>It is the responsibility of the Employer to monitor and stay current when these Bulletins are released. They are NOT emailed or sent out.</b></p> <p><b>MOTION:</b></p> <p><b>Smoky Lake County Council: December 16, 2021: Motion 216-21:</b> That Smoky Lake County Council approve the extension of the existing contract for Bylaw Enforcement Services with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for a term not exceeding one (6) month in duration from January 1, 2022 to June 1, 2022; <b>and commence undertaking the recruitment process for a Community Peace Officer One (CPO1).</b></p> <p><b>PROPOSAL:</b></p> <p>Administration prepared the advertisement for the Position of <b>Community Peace Officer – Level One (CO1):</b></p> <p><b>Discussion:</b> Review the application deadline. Currently states <b>March 31, 2022.</b></p> <p><b>Note:</b></p> <ul style="list-style-type: none"> <li>● <b>The Peace Officer Program</b> is very detailed and a closely monitored Program by the Alberta Justice and Security System. All actions taken by the employer has to be completed by written Policy, (especially with its Policy and Procedure changes) within a specified timeline. The last audit was in 2019 and normally conducted every three years, depending on backlog in the system.</li> <li>● <b>There is a gap now of two years for the County under the Peace Officer Program</b> – County Program needs to be reviewed (Policies and Procedures) to the Bulletins that were released for 2020 and 2021.</li> </ul>
--	--

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

--	--

<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<b>Peace Officers Ministerial Regulations Act Peace Officer Act – Section 5</b>
--	---

<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>■ . Peace Officer position is a professional that can identify situations and solve problems for public and community safety which establishes a relationship that continues to improve community relations.</li> <li>■ . Address immediate conditions that give rise to public safety issues, social disorder, and help to educate, offer information, and build awareness about the resources and services available</li> <li>■ Perform a number of duties from enforcing various laws to providing knowledge on community standards are maintained to a reasonable level.</li> </ul>
-----------------	--

<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>■ N/A Adhere to Solicitor General and Public Security legislative requirements.</li> </ul>
----------------------	---

<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>■ .</li> </ul>
---------------------	---



FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Directly with the Peace Officer Program, Alberta Justice and Solicitor General Department.
COMMUNICATION STRATEGY	
RECOMMENDATION	
<p><b>Recommendation:</b></p> <p><b>That Smoky Lake County proceed to advertise for a position of Community Peace Officer (CPO) – Level One for Smoky Lake County with a closing date of _____ and competition to remain open until a suitable candidate is found.</b></p>	
CHIEF ADMINISTRATIVE OFFICER	



## Employment Opportunity Community Peace Officer (CPO)

[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

Smoky Lake County invites qualified candidates to apply for the position of **Community Peace Officer (CPO)**. Reporting to the Chief Administrative Officer, the Community Peace Officer will provide professional leadership to build, maintain and sustain the County's Community Peace Officer and Bylaw enforcement programs. This position plays a vital role in our community with respect to enforcing Municipal Bylaws and Provincial Statutes.

**Position Summary:** This full-time, permanent position will require the incumbent to occasionally work on weekends, statutory holidays, and evenings, particularly during the summer seasons. The position requires a competent, self-motivated individual that is passionate about embracing rural community living and making a difference in our community through exceptional conflict resolution, mediation and communication skills. You must demonstrate respect, patience, integrity, and confidentiality to succeed in this position and represent our municipality in a positive manner while understanding and mitigating concerns.

**Key Responsibilities Include:** *but are not limited to:*

- Provide friendly education through positive interactions with the public, relating to municipal bylaws.
- Foster crime prevention initiatives and community safety programming.
- Patrol, respond and investigate any nuisances and complaints relating to municipal bylaws and statutes
- Patrol local roads for road traffic safety/enforcement in relation to the Traffic Safety Act and other relevant statutes.
- Issue violation tickets and warnings.
- Liaise and collaborate with RCMP officers and other enforcement agencies as part of joint or mutual investigations, or during enforcement of municipal and provincial laws, and assist in emergency/disaster responses under the direction of the Director of Emergency Management as per the Emergency Management Plan.
- Undertake training and professional development to ensure that licensing and permitting requirements are met.
- Ensure accurate reporting and record keeping of statistics as required and/or mandated by the Solicitor General's office, Public Security Peace Officer's program and County Office.

**Credentials Required:**

- Peace Officer Level 1 (CPO1) Certification or the ability to obtain an appointment as a CPO1 in the Public Security Peace Officer Program in accordance with the Alberta Peace Officer Act and its Regulation within 1 year of employment.
- Minimum of 2 years practical experience in municipal government or applicable Law Enforcement Experience, is an asset.
- Specialized training including Baton, O.C. Spray, Commercial Vehicle Weight Enforcement, Traffic Enforcement (radar), is an asset.
- Satisfactory Vulnerable Sector Check and Provincial Drivers Abstract Reports is a condition of employment.
- Understanding of the Alberta Peace Officer Program, the court system and trial process, Peace Officer appointments and jurisdiction, Municipal and Solicitor General Policy and their application.
- Knowledge of Municipal Bylaws, Traffic Safety Act, Municipal Government Act, court and legal process and related regulations.
- Competent computer skills and high attention to detail.
- Physically able to safely conduct long foot patrols and frequent moving in and out of vehicles without causing undue risk of harm to self.

This position offers a salary range of \$73,382.77 - \$100,706.91, which includes an excellent benefit package and company matched Pension Plan. Hours of work for this position are irregular and will vary by assignment. Length of assignments may range from a few hours to longer terms, and may include days/evenings and weekends.

Qualified candidates are encouraged to submit a cover letter and resume, in confidence, to the undersigned by 4:00 p.m. on March 31, 2022. This competition may remain open until a suitable candidate is found.

Gene Sobolewski - Chief Administrative Officer, Smoky Lake County,  
Box 310, 4612 McDougall Drive, Smoky Lake, Alberta, T0A 3C0, Email: [cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)

<b>REQUEST FOR DECISION</b>	DATE	<b>February 24, 2022</b>	<b>4.7</b>
-----------------------------	------	--------------------------	------------

TOPIC	Policy Statement No: 14-A.02-03: Incident Reporting
-------	---

PROPOSAL

**HISTORY:**

- ▶ **Smoky Lake County originally adopted Policy Statement No. 14-A.02: Incident Reporting on August 16, 2007.**
  - This Policy is part of the County Risk Pro – Control Program with RMA Insurance.
- ▶ **This is the only Policy** that serves as the process to document a “formal written report” that details the facts related to an incident to identify the actions to be taken to control losses and determine the cause(s) related to an incident at a worksite.
- ▶ **The Incident Reporting - Schedules** accompany the Joint Health and Safety Policies with an Incident Investigation process is activated.

**BACKGROUND:**      Incident Reporting includes an investigation Process

Smoky Lake County documents as a “written report” all INCIDENTS that are reported on all occurrences on the worksite such as near misses, life, injury, property and equipment damage, health and safety issues and claims of General Liability.

- Smoky Lake County has an External Safety Audit completed on November 22, 2021.
- Joint Health and Safety Committee on December 15, 2021 – Motion #25-21 did acknowledge review of the External Safety conducted by an external AMHSA – certified Auditor Audit – Action Plan: 35 Questions addressing deficiencies totaling 171 points.
- To obtain a COR: Audit needs to be passed by April 1, 2022 – Minimum of 48 Points.



**CURRENT:**

- Attached for Council Information is Policy Statement No. 14-A.02-02: Incident Reporting (**OLD**) and the amended **NEW** Policy Statement No. 14-A-02-03: Incident Reporting. Audit:
  - ▶ The Major changes were under Section 2 – Definitions: 2.4 and 2.5 description on occupational illness, and work refusals as the County was silent in these to areas.
  - ▶ **NEW** Section 3.5: Included the Joint Health and Safety Committee participate in the investigation of Incidents, as per recent Legislative Changes. Further detailed in the Safety Policy: Joint Health and Safety Committee: Terms of Reference.

	<b>Audit 9.1</b>	Is there a policy and/or process that requires the reporting of incidents (including near miss), occupational illness, and work refusals?	<b>Audit Finding (5 points)</b>	A review of the investigation Policy and the Modified Work Program noted that Smoky Lake County currently does not have a requirement for <u>its employees to report work refusals.</u>
	<b>Action</b>	<p><b>Policy previously identified Near Miss - but was missing Occupational Illness and Work Refusal - these were inserted into the Policy to be in compliance with the Audit.</b></p> <p><b>Policy Statement No. 14-A.02-03: under DEFINITION provides a description why an <u>investigation process will occur.</u></b></p>		<p>► <b><u>Audit Requirement</u></b></p> <ul style="list-style-type: none"> <li>▪ The procedure must include how to investigate incidents (near misses), <b>occupational illness, work refusals</b>; how to identify root causes; and the requirement to implement corrective actions.</li> </ul> <p>Points are awarded based on 100% positive indicators from documentation.</p>
	<b>Note</b>	<p>Joint Health and Safety Committee amended its Investigation Policy in Section 14 that outlines the procedures for investigating incidents (including near miss), occupational illness, and work refusals?</p> <p>Will include definition of Work Refusal and Investigation as the schedule(s) within this Policy are used when an investigation is conducted.</p>		

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

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

***Municipal Government Act, Section 201:*** Policy Development.  
***RMA Insurance***

**BENEFITS**

- Provides clear direction and process for incident reporting.
- Provides a criteria in addressing incidents and documenting the event and recommended action.
- Part of a risk management program – potential to lessen claim dollars.
- Will provide recommendations/actions to prevent re-occurrence of an incident - can be cost effective.

**DISADVANTAGES**

- Municipality can be challenged legally, due to lack of consistent documentation.

**ALTERNATIVES**

- 

**FINANCE/BUDGET IMPLICATIONS**

<b>Operating Costs:</b>	\$ _____	<b>Capital Costs:</b>	\$ _____
<b>Budget Available:</b>	\$ _____	<b>Source of Funds:</b>	_____
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b>	_____

**No budget implications.**

**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS**

**COMMUNICATION STRATEGY**

**RECOMMENDATION**

**That Smoky Lake County amend Policy Statement No. 14-A.02-03 Incident Reporting.**

**CHIEF ADMINISTRATIVE OFFICER**

## SMOKY LAKE COUNTY



<b>Title: Incident Reporting</b>		<b>Policy No.: A.02-03</b>	
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 1 of 8</b>	<b>E</b>

<b>Legislation Reference:</b>	Municipal Government Act.
-------------------------------	---------------------------

<b>Purpose:</b>	To document a formal written report that details the facts related to an incident to identify the actions to be taken to control losses and determine the cause(s) related to an incident at a worksite. The process of these activities is not to find fault or lay blame, but to identify the causes of incidents to assure minimal injuries, collect recent data and determine what corrective action must be made to prevent further occurrences of these incidents.
-----------------	--

<b>Policy Statement and Guidelines:</b>	
<b>1. OBJECTIVES:</b>	
1.1	This policy is applicable to all departments where an incident or injury has occurred on the worksite, but it can also pertain to any unusual worksite occurrences such as near misses, life, injury, property and equipment damage, health and safety issues and claims of General Liability.
1.2	The Incident investigation process is the account and analysis of an incident based on information gathered by a thorough examination of all contributing factors and causes involved. To determine what actually happened to cause the incident and identify any unsafe conditions, acts or procedures that will help management to identify practical corrective actions.
<b>2. DEFINITIONS:</b>	
2.1	<b>Incident:</b> Any unplanned event that causes injury or losses which may involve property or general liability and could also involve individuals that are not employees of the County. These types of incidents will be investigated by the supervisory personnel in charge of the specific worksite or equipment involved in the incident.
2.2	<b>Near Miss:</b> An unplanned event that did not result in injury, illness or damage – but had potential to do so. Near misses are warnings of potential incidents and must be reported.
2.3	<b>Underlying Causes:</b> The symptoms behind the reason why the immediate incident existed. The underlying causes are not necessarily apparent as the immediate causes. Underlying causes can be identified by asking probing questions about the unsafe conditions or actions about the immediate incident which may involve personal and/or work environmental factors.
2.4	<b>Work Refusal:</b> Is a voluntary act made by an employee to cease all duties and tasks related to a job considered unsafe to their physical welfare. An employee can exercise their right to refuse dangerous work under the Occupational Health and Safety Act following immediate notice to a supervisor. The County must inspect the hazard to be remedied immediately before work can be assumed.

<b>Title: Incident Reporting</b>		<b>Policy No.: A.02-03</b>	
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 2 of 8</b>	<b>E</b>

**Policy Statement and Guidelines:**

2.5 **Occupational Illness:** is an event or exposure whose cause is attributable to the workplace environment to illness, disease or disorder that contributes to a condition or worsens a preexisting condition caused by work or working conditions over a long period. Types of hazards include chemical, ergonomic, physical, and psychosocial, which can cause harm or adverse effects in the workplace. Getting resources on such specific hazards and their control will include identification, risk assessment and inspections to keep the workplace environment healthy and safe.

**3. GUIDELINES:**

3.1 Employees shall report all incidents to their immediate Manager/Supervisor and Safety Officer.

3.2 The Manager/Supervisor and/or Safety Officer shall then report it to the Chief Administrative Officer.

3.3 Safety Officer shall conduct the initial incident investigation . The following schedules will be completed to document as the formal written report of incident(s):

**Schedule "A": Incident Reporting**

**To be completed for all incidents.**

**Schedule "B": RMA Insurance**

To be accompanied with Schedule "A" only when  
**Auto/Equipment Loss occurs.**

**Schedule "C": Incident Report on Municipal Roads by Third Party**

To be completed only when **Incidents Loss occurs on**  
**Municipal Roads by Third Party.**

3.4 The report shall be submitted to the Chief Administrative Officer without delay, and shall be reported to the Workers Compensation Board and/or Occupational Health and Safety, as required.

3.5 The Joint Health and Safety Committee will participate in the investigation of incidents when presented to gain a good working knowledge of the worksite, the equipment, hazards present and the people involved.

<b>Title: Incident Reporting</b>		<b>Policy No.: A.02-03</b>	
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 2 of 8</b>	<b>E</b>

Policy Statement and Guidelines:	
<b>4. INVESTIGATION PROCESS PROCEDURES:</b>	
	A complete Incident investigation involves the following activities to manage in each of the phases to approach an investigation process.
4.1	<b>Get an Overview:</b> An overview of the incident is to preserve and assess to secure the scene to uncover the unsafe acts or conditions which directly contributed to the incident to determine the causes and circumstances of the incident or injury.
4.2	<b>Gather Information at the Scene:</b> Collect data by making notes of what you observe and take photographs and/or draw diagrams and sketches to analyze the data information to determine the facts to identify the root cause.
4.3	<b>Interview Witnesses:</b> Question the witnesses. The types of questions asked will depend on the circumstances of the incident.
4.4	<b>Report:</b> Once a full investigation has been completed, a corrective action report of the findings and recommendations are to be completed that describes the unsafe conditions that led to the incident, what corrective action is necessary, and the steps you and the County will take to implement those actions.

	Date	Resolution Number
Approved	August 16, 2007	# 539-07 - Page # 8424
Amended	February 20, 2014	# 252-14 - Page # 11083
Amended	February 24, 2022	
Amended		





**INCIDENT REPORT**

**PAGE TWO**

**Underlying Causes:**

---



---



---



---



---



---

**Recommendations: To prevent re-occurrence of Event?**

---



---



---



---



---



---

**Action taken: What and by whom?**

---



---



---



---



---



---

**Safety Officer's Comments:**

---



---



---



---

**WITNESSES**

<b>Name:</b>	<b>Phone:</b>	<b>Name:</b>	<b>Phone:</b>
<b>Name:</b>	<b>Phone:</b>	<b>Name:</b>	<b>Phone:</b>

**Safety Officer Signature:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Investigator Signature:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Chief Administrative Officer Signature:** \_\_\_\_\_

**Date Reviewed:** \_\_\_\_\_

# SCHEDULE "B" RMA INSURANCE

2510 Sparrow Drive, Nisku, AB. T9E 8N5  
PHONE #: 780-955-3639 • FAX #: 780-955-3615

<b>Automobile Policy: 165052A</b>	<b>Heavy Equipment Policy: RSLE1131</b>
<b>AUTO / EQUIPMENT LOSS FORM</b>	
DATE OF LOSS: _____ CERTIFICATE #: _____	
JURISDICTION: _____	
CONTACT PERSON: _____ PHONE # _____	
YEAR: _____ MAKE MODEL: _____ SERIAL #: _____ PLATE #: _____	
DRIVER: _____ DOB: _____	
DRIVER'S LICENCE #: _____ YRS. EXP.: _____	
PREVIOUS ACCIDENTS/CONVICTIONS: _____	
ADDRESS: _____	
LOSS PAYABLE/LESSOR: _____	
<b>THIRD PARTY INFORMATION</b>	
YEAR: _____ MAKE MODEL: _____ SERIAL #: _____	
DRIVER: _____ PHONE #: _____ LIC. PLATE #: _____	
OWNER: _____ PHONE #: _____	
DESCRIPTION OF DAMAGES: _____	
NAME OF INSURER: _____ POLICY #: _____	
LOCATION OF ACCIDENT: _____	
POLICE/RCMP AT SCENE: _____	
INJURIES: _____	
WITNESS: _____	

REPORTED TO JUBILEE CALL CLAIMS CENTER: 1-800-249-8391  YES  NO  
Please fax information directly to: New West Adjusters @ 483-2232



# SCHEDULE "C" SMOKY LAKE COUNTY

## INCIDENT REPORT On Municipal Roads by Third Party

Location: \_\_\_\_\_

This form is to filled out for any incident that happens on the Smoky Lake County road

For Completion By Municipality
Date of Incident _____
Time of Incident _____
When did you first learn of the incident (Date /Time)
When was the Incident Reported? (Date/Time)
Are you aware of any injuries
<input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Serious <input type="checkbox"/> Hospitalized <input type="checkbox"/> Death <input type="checkbox"/> Unknown

For Completion By Person Attending site
Form Completed By: _____
Title: _____
When were you notified of the incident? (Date/Time)
When did you attend the Incident site? (Date/Time)
Date/Time of completion of this checklist
Have Photographs taken <input type="checkbox"/> Yes <input type="checkbox"/> No
(Date /Time)

Signature of person completing this checklist: \_\_\_\_\_

Contact Information: Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail \_\_\_\_\_

After learning of an accident that occurs on a roadway under the municipalities control the follow people need to be contacted:

Contact Insurers:
<input type="checkbox"/> Notify Priddle & Associates, to determine whether an insurance investigation should begin
<input type="checkbox"/> Toll Free 1-855-459-7703 - E-mail <a href="mailto:Jubileclaims@telus.net">Jubileclaims@telus.net</a>
<input type="checkbox"/> Date and time reported _____

Photographs and the following information need to be obtained.      Mark a check :

**Photographs:**

- Path taken by both vehicles prior and after losing control
- Final resting position of vehicles
- If vehicles have been removed, remaining as evidence
- General road conditions
- Anything on road surface that may have contributed to possible losing control
- Road signs on scene

**Information:**

General road conditions \_\_\_\_\_

Weather conditions \_\_\_\_\_

Evidence of impairment \_\_\_\_\_

**INCIDENT REPORT On Municipal Roads by Third Party - Page Two**

**Other information**

**Detailed Description of Event:**

---



---



---



---



---

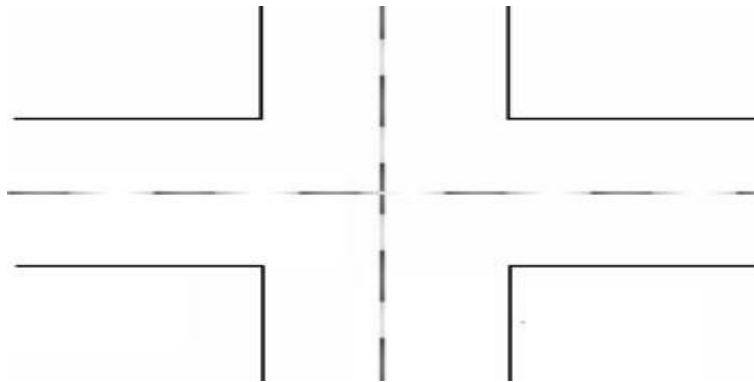


---

**Witness?** \_\_\_\_\_

**Was a Fire Department there?** \_\_\_\_\_

**Were the Police there?** \_\_\_\_\_



\*show all skid marks and the resting spots of all vehicles involved  
\* Show road number when possible

**THIRD PARTY INFORMATION Vehicle # 1**

**THIRD PARTY INFORMATION Vehicle # 2**

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_  
 SERIAL #: \_\_\_\_\_  
 DRIVER: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 LIC. PLATE #: \_\_\_\_\_  
 OWNER: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 NUMBER OF PASSENGERS \_\_\_\_\_  
 DESCRIPTION OF DAMAGES: \_\_\_\_\_  
 NAME OF INSURER: \_\_\_\_\_  
 POLICY #: \_\_\_\_\_

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_  
 SERIAL #: \_\_\_\_\_  
 DRIVER: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 LIC. PLATE #: \_\_\_\_\_  
 OWNER: \_\_\_\_\_  
 PHONE #: \_\_\_\_\_  
 NUMBER OF PASSENGERS \_\_\_\_\_  
 DESCRIPTION OF DAMAGES: \_\_\_\_\_  
 NAME OF INSURER: \_\_\_\_\_  
 POLICY #: \_\_\_\_\_

## SMOKY LAKE COUNTY



<b>Title: Incident Reporting</b>		<b>Policy No.: A.02-02</b>
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 1 of 7 E</b>

<b>Legislation Reference:</b>	Municipal Government Act.
-------------------------------	---------------------------

<b>Purpose:</b>	To identify the actions to be taken to control losses and determine the cause(s). The process is not to “fix blame” but to assure minimal injuries, collect recent data and determine what corrective action must be made to prevent similar incidents.
-----------------	---

<b>Policy Statement and Guidelines:</b>
---

**1. OBJECTIVES:**

- 1.1 This policy is applicable to all departments and those which result in loss of life, injury, property, or claims of General Liability.
- 1.2 The investigation process should also be practiced for those which result in less serious injuries and/or damage to property.

**2. DEFINITIONS:**

- 2.1 **Incident:** A category of incidents or losses which may involve property or general liability, and could also involve individuals that were not employees of the County. These types of incidents should be investigated by the supervisory personnel in charge of the specific property or equipment involved in the incident.
- 2.2 **Near Miss:** An unplanned event that did not result in injury, illness or damage – but had potential to do so. Near misses are warnings of potential incidents and must be reported.
- 2.3 **Underlying Causes:** The symptoms behind the reason why the immediate incident existed. The underlying causes are not necessarily apparent as the immediate causes. Underlying causes can be identified by asking probing questions about the unsafe conditions or actions about the immediate incident which may involve personal and/or work environmental factors.

<b>Title: Incident Reporting</b>		<b>Policy No.: A.02-02</b>
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 2 of 7 E</b>

<b>Policy Statement and Guidelines:</b>	
<p><b>3. CRITERIA:</b></p> <p>3.1 Employees shall report all incidents to their immediate Manager and Safety Officer.</p> <p>3.2 The Manager and/or Safety Officer shall then report it to the Chief Administrative Officer.</p> <p>3.3 Safety Officer shall conduct initial investigations. The following schedules will be completed to document the incident(s):</p> <p style="padding-left: 40px;"><b>Schedule "A": Incident Reporting</b> To be completed for all incidents.</p> <p style="padding-left: 40px;"><b>Schedule "B": Jubilee Insurance Agencies</b> To be accompanied with Schedule "A" <u>only when Auto/Equipment Loss occurs.</u></p> <p style="padding-left: 40px;"><b>Schedule "C": Incident Report on Municipal Roads by Third Party</b> To be completed <u>only when Incidents Loss occurs on Municipal Roads by Third Party.</u></p> <p>3.4 The schedule(s) shall be submitted to the Chief Administrative Officer without delay, and shall be reported to the Workers Compensation Board and/or Occupational Health and Safety, as required.</p> <p><b>4. INVESTIGATION PROCESS:</b></p> <p>A complete investigation involves the following activities in each of the phases of the investigation process.</p> <p>4.1 <b>Get an Overview:</b> An overview of the incident often uncovers the unsafe acts or conditions which directly contributed to the incident.</p> <p>4.2 <b>Gather Information at the Scene:</b> Make notes of what you observe, and also take photographs and/or draw diagrams and sketches.</p> <p>4.3 <b>Interview Witnesses:</b> Question the witnesses. The types of questions asked will depend on the circumstances of the incident.</p>	

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>August 16, 2007</b>	# 539-07 - Page # 8424
<b>Amended</b>	<b>February 20, 2014</b>	# 252-14 - Page # 11083
<b>Amended</b>		



# INCIDENT REPORT

PAGE TWO

**Underlying Causes:**

---

---

---

---

---

---

**Recommendations: To prevent re-occurrence of Event?**

---

---

---

---

---

---

**Action taken: What and by whom?**

---

---

---

---

---

---

**Safety Officer's Comments:**

---

---

---

---

## WITNESSES

Name:	Phone:	Name:	Phone:
Name:	Phone:	Name:	Phone:

Safety Officer Signature: \_\_\_\_\_

Date Completed: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date Completed: \_\_\_\_\_

Investigator Signature: \_\_\_\_\_

Date Completed: \_\_\_\_\_

Chief Administrative Officer Signature: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_



**SCHEDULE "B"**  
**JUBILEE INSURANCE AGENCIES LTD.**

2510 Sparrow Drive, Nisku, AB. T9E 8N5  
PHONE #: 780-955-3639 • FAX #: 780-955-3615

Automobile Policy: 165052A

Heavy Equipment Policy: RSLE1131

**AUTO / EQUIPMENT LOSS FORM**

DATE OF LOSS: \_\_\_\_\_ CERTIFICATE #: \_\_\_\_\_

JURISDICTION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE # \_\_\_\_\_

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_ SERIAL #: \_\_\_\_\_ PLATE #: \_\_\_\_\_

DRIVER: \_\_\_\_\_ DOB: \_\_\_\_\_

DRIVER'S LICENCE #: \_\_\_\_\_ YRS. EXP.: \_\_\_\_\_

PREVIOUS ACCIDENTS/CONVICTIONS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

LOSS PAYABLE/LESSOR: \_\_\_\_\_

**THIRD PARTY INFORMATION**

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_ SERIAL #: \_\_\_\_\_

DRIVER: \_\_\_\_\_ PHONE #: \_\_\_\_\_ LIC. PLATE #: \_\_\_\_\_

OWNER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

DESCRIPTION OF DAMAGES: \_\_\_\_\_

NAME OF INSURER: \_\_\_\_\_ POLICY #: \_\_\_\_\_

LOCATION OF ACCIDENT: \_\_\_\_\_

POLICE/RCMP AT SCENE: \_\_\_\_\_

INJURIES: \_\_\_\_\_

WITNESS: \_\_\_\_\_

REPORTED TO JUBILEE CALL CLAIMS CENTER: 1-800-249-8391

YES  NO

Please fax information directly to: New West Adjusters @ 483-2232



# SCHEDULE "C" SMOKY LAKE COUNTY

## INCIDENT REPORT On Municipal Roads by Third Party

Location: \_\_\_\_\_

This form is to filled out for any incident that happens on the Smoky Lake County road

For Completion By Municipality
Date of Incident _____
Time of Incident _____
When did you first learn of the incident (Date /Time)
When was the Incident Reported? (Date/Time)
Are you aware of any injuries
<input type="checkbox"/> Minor <input type="checkbox"/> Moderate <input type="checkbox"/> Serious <input type="checkbox"/> Hospitalized <input type="checkbox"/> Death <input type="checkbox"/> Unknown

For Completion By Person Attending site
Form Completed By: _____
Title: _____
When were you notified of the incident? (Date/Time)
When did you attend the Incident site? (Date/Time)
Date/Time of completion of this checklist
Have Photographs taken <input type="checkbox"/> Yes <input type="checkbox"/> No
(Date /Time)

Signature of person completing this checklist: \_\_\_\_\_

Contact Information: Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail \_\_\_\_\_

After learning of an accident that occurs on a roadway under the municipalities control the follow people need to be contacted:

<b>Contact Insurers:</b> <input type="checkbox"/> Notify Priddle & Associates, to determine whether an insurance investigation should begin <input type="checkbox"/> Toll Free 1-855-459-7703 - E-mail <a href="mailto:Jubileeclaims@telus.net">Jubileeclaims@telus.net</a> <input type="checkbox"/> Date and time reported _____
--

Photographs and the following information need to be obtained. Mark a check .

**Photographs:**

- Path taken by both vehicles prior and after losing control
- Final resting position of vehicles
- If vehicles have been removed, remaining as evidence
- General road conditions
- Anything on road surface that may have contributed to possible losing control
- Road signs on scene

**Information:**

General road conditions \_\_\_\_\_

Weather conditions \_\_\_\_\_

Evidence of impairment \_\_\_\_\_

**INCIDENT REPORT On Municipal Roads by Third Party - Page Two**

**Other information**

**Detailed Description of Event:**

---

---

---

---

---

---

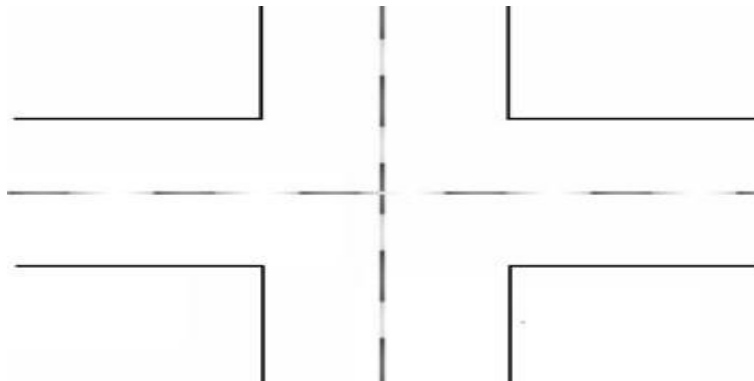
---

---

**Witness?** \_\_\_\_\_

**Was a Fire Department there?** \_\_\_\_\_

**Were the Police there?** \_\_\_\_\_



\*show all skid marks and the resting spots of all vehicles involved

\* Show road number when possible

**THIRD PARTY INFORMATION Vehicle # 1**

**THIRD PARTY INFORMATION Vehicle # 2**

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_

SERIAL #: \_\_\_\_\_

DRIVER: \_\_\_\_\_

PHONE #: \_\_\_\_\_

LIC. PLATE #: \_\_\_\_\_

OWNER: \_\_\_\_\_

PHONE #: \_\_\_\_\_

NUMBER OF PASSENGERS \_\_\_\_\_

DESCRIPTION OF DAMAGES: \_\_\_\_\_

NAME OF INSURER: \_\_\_\_\_

POLICY #: \_\_\_\_\_

YEAR: \_\_\_\_\_ MAKE MODEL: \_\_\_\_\_

SERIAL #: \_\_\_\_\_

DRIVER: \_\_\_\_\_

PHONE #: \_\_\_\_\_

LIC. PLATE #: \_\_\_\_\_

OWNER: \_\_\_\_\_

PHONE #: \_\_\_\_\_

NUMBER OF PASSENGERS \_\_\_\_\_

DESCRIPTION OF DAMAGES: \_\_\_\_\_

NAME OF INSURER: \_\_\_\_\_

POLICY #: \_\_\_\_\_



<b>REQUEST FOR DECISION</b>		<b>DATE</b>	<b>February 24, 2022</b>
			<b>4.9</b>
<b>TOPIC</b>	<b>Additional Named Insured Application: Victoria Trail Ag Society</b>		
<b>PROPOSAL</b>	<ul style="list-style-type: none"> <li>■ April 25, 2019 – The President of the Victoria Trail Ag Society contacted the County to inquire as to how to become an Additional Named Insured under the County’s Insurance Program. At that time the application was forwarded to him for completion.</li> <li>■ December 8, 2021 – The completed application forms were received by the County.</li> <li>■ The application forms were sent to RMA Insurance to determine any associated risks as well as to obtain a quote.</li> </ul>		
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>			
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>		<i>Municipal Government Act, Section 201: Policy Development</i> RMA Insurance	
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• Provides the Victoria Trail Ag Society with insurance coverage at a reduced cost.</li> </ul>		
<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>▪ Municipality can be legally challenged, due to the lack of consistent documentation.</li> </ul>		
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>▪ Municipality not to accept non-profit Community Organizations under its insurance umbrella..</li> </ul>		
<b>FINANCE/BUDGET IMPLICATIONS</b>			
Operating Costs: _____		Capital Costs: _____	
Budget Available: _____		Source of Funds: _____	
Budgeted Costs: _____		Unbudgeted Costs: _____	
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Exchange knowledge and information with RMA Insurance.		
<b>COMMUNICATION STRATEGY</b>	Educate all added named insureds – non-profit organizations.		
<b>RECOMMENDATION</b>			
<p><b>Recommendation:</b></p> <p><b>That Smoky Lake County Council accept the Victoria Trail Ag Society as an Additional Named Insured with RMA Insurance under the County’s Insurance Umbrella; and execute all necessary policies.</b></p>			
<b>CHIEF ADMINISTRATIVE OFFICER</b>			

<b>REQUEST FOR DECISION</b>		DATE	<b>February 24, 2022</b>	<b>4.10</b>
TOPIC	<b>GIS Data Sharing Agreement for Real Estate Agencies</b>			
PROPOSAL	<p><b>BACKGROUND:</b></p> <ul style="list-style-type: none"> <li>▪ Currently Relators can access Public Data on Webmap through the public portal on our website. Through the public portal, they can access the following information: <ul style="list-style-type: none"> <li>○ Tax information (including Tax Roll #, Total Assessment, and Assessment Year).</li> <li>○ Assessment reports by year (Rate Payer Summary, Residential Rate Payer and Farmland details).</li> <li>○ Municipal Addresses</li> </ul> </li> <li>▪ Planning and Development, GIS Operator as well as the tax clerk receive numerous calls from relators requiring assistance with tax, assessment information, Zoning, parcel size, dimensions, land topography, nearby features, compliance with zoning/land use bylaw/area structure plans, etc.</li> <li>▪ These calls take up a lot of staff time that is better utilized elsewhere.</li> <li>▪ Planning and Development was notified that Relators had a GIS Data sharing agreement with St.Paul County and paid an annual fee of \$250.00 for access to their webmap. Smoky Lake County's GIS Operator inquired with St. Paul's GIS technician, and she noted that it worked very well in their municipality.</li> </ul> <p><b>PROPOSAL:</b></p> <ul style="list-style-type: none"> <li>▪ To establish an annual Data Sharing Agreement for Real Estate Agencies that would provide them access to additional GIS data, for an annual fee.</li> <li>▪ To produce a real estate professional user guide that would be included with the annual fee. The user guide would answer the most common questions that realtors have and provide them with detailed instructions on how to utilize the GIS data to their full advantage.</li> <li>▪ Administration is recommending that the fee be established at \$250.00/year.</li> </ul>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
N/A				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>		N/A		
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• Assist relators that carry out business within our municipality.</li> <li>• Opportunity to generate additional revenue for the municipality.</li> <li>• Save on staff time dedicated to responding to calls requesting this data.</li> </ul>			
<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>• Nil.</li> </ul>			
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>• Take no action</li> </ul>			
<b>FINANCE/BUDGET IMPLICATIONS</b>				
<b>Operating Costs:</b>	_____	<b>Capital Costs:</b>	_____	
<b>Budget Available:</b>	\$ _____	<b>Source of Funds:</b>	_____	
<b>Budgeted Costs:</b>	\$ _____	<b>Unbudgeted Costs:</b>	\$ _____	
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Nil.			
<b>COMMUNICATION STRATEGY</b>	Email Communication.			
<b>RECOMMENDATION</b>				
<p><b>That Smoky Lake County enter into an annual "GIS Data Sharing Agreement with Real Estate Agencies", to permit access to the County's GIS WebMap for an annual fee of \$250.00 and provide a "GIS WebMap Real Estate user guide.</b></p>				
<b>CHIEF ADMINISTRATIVE OFFICER</b>				



**Chief Administrative Officer**

Report Period: **Jan 21, 2022 to Feb 20, 2022**

**LEGISLATIVE / GOVERNANCE**

Projects	Date In Progress	Date Outstanding	Date Completed
<p><b>Hillside Acres – Road Grades:</b> Throughout the year, I receive complaints regarding the excessively steep grade of the south road (in excess of 10%) and the stormwater drainage issues in this area.</p> <p>This problem stems back to the County accepting a deviation to the County standards (maximum of 7%) to the existing substandard (&gt; than 10%) road grade and drainage design from the developer in 2003. Stormwater facilities were not designed in accordance with the requirements of EPEA (Environment Protection and Enhancement Act) and the Water Act enabled at that time. We have not been able to locate records of the stormwater management plan, design drawings or AEP approvals for the stormwater management plan for the subdivision or the approval for absence of pre-development flow control or deleterious materials removal prior to entering into the lake. As such, it is not likely that AEP would approve of upgrades without extensive engineering reports and design (such as a cleansing device like Stormceptor or similar design) given the close proximity to the lake and direct discharge of stormwater into the lake.</p> <p>The Interim Budget did not include any allocations to fund a project like this in 2022. One interim option to resolve the steep grade of the road could be to place appropriate signage warning the public of the excessively steep road grade and suggestion to use another route, particularly in winter.</p>			Feb 18/22
<p><b>TSI –</b> The Phase I Governance report was reviewed by the Joint Committee, recommendation resolutions were received and presented at another Committee meeting. In accordance with the schedule, this report was to have been adopted by mid-October 2021. With the additional work meetings and delay to the schedule, I anticipate that TSI will be invoicing for the additional scope of work required to complete this phase.</p>	Ongoing		Feb 18/22
<p><b>Joint Health and Safety Committee</b></p>			Jan 20/22
<p><b>ICC Committee meetings Joint Fire</b></p>			Feb 08/22
<p><b>Vilna ACP – Regional Services Workshop – Doug Griffiths 13-Ways</b></p>			Jan 26/22
<p><b>Ukrainian Twinning</b></p>			Feb 01/22

**ADMINISTRATIVE**

Projects	Date In Progress	Date Outstanding	Date Completed
<p><b>Mangers Meetings – Every Monday Morning</b></p>			Ongoing
<p><b>Administration Building Upgrades – Roof Replacement:</b> The recent snows and cold temperatures in December, coupled with the Christmas break, have caused significant likely to result in further delays.</p>	Jul' 15/21		Jan 30/22

## Chief Administrative Officer

Report Period: **Jan 21, 2022 to Feb 20, 2022**

<b>RCDC Meeting</b>			Feb 08/22
<b>Bonnie Lake Resort</b> – Meetings pertaining to the approval of the development/engineering/Storm System <b>legal rejected.</b>	Ongoing		Ongoing
<b>Tourism Partnership – Legal team meeting – MCC Legal</b>			Jan 31/22 Feb 14/22
<b>Public Works/GIS Review:</b> This meeting was to review the GIS system and data entry process.			Feb 07/22
<b>Council Departmental/ASB/GAS/ENV/Fire meetings</b>			Feb 15/22
<b>In-House Software Training – DrawBoard and Snip&amp;Sketch</b>			Feb 02/22
<b>Safety Audit Update Meeting:</b> This meeting was to review the progress of meeting the audit deficiencies.			Feb 09/22
<b>Office Staff Meeting:</b> This meeting was to discuss concerns of staff.			Feb 09/22
<b>Waskatenau/Legal – Proposed Development</b>			Feb 10/22 Feb 14/22 Feb 16/22 Feb 17/22
<b>HWY 28/63 COMMISSION</b>			
<b>Commission Meetings – Organizational, Budget, draft bylaw issues</b>			Ongoing
<b>WFL #128 Solicitor – Agreements/requirements:</b> Substantial delays due to COVID again.			Ongoing
<b>Bylaw Queries:</b> Some comments received to date, including Brownlee.	Ongoing		
<b>FINANCIAL</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<b>County preliminary Budget discussion with Managers and Council. Several meetings in the last week of September through to the 2<sup>nd</sup> week in October.</b>			Sept 28/21 - Oct 25/21
<b>Capital Budget:</b> Collecting data to accurately trend anticipated 5 yr costs of procuring heavy equipment (graders) such that anticipated future values are included in the budget, as opposed to present values.			Ongoing
<b>HUMAN RESOURCES</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<b>Natural Gas Department - On-Call:</b> Request from the Natural Gas Manager, Daniel Moric, letter, dated February 8, 2022 for On-Call Compensate be changed from being paid \$25.00 per day during weekday and \$50.00 per day weekend and Statutory Holidays to be \$3.25 per hour. <b>H-1 (Letter from Daniel Moric, Manager, dated February 8, 2022.)</b>  <b>AND</b>  <b>Environmental Operations Department – On-Call:</b> Indicated for the same request.			Feb 18/22

**Chief Administrative Officer**

Report Period: **Jan 21, 2022 to Feb 20, 2022**

<p><b>Recommendation 1: That Smoky Lake County approve the expenditure for the Natural Gas Department Gas, Natural Gas Technicians to be compensated for “On-Call” duties in the amount of \$3.25 per hour starting at the end of the regular work hours during the weekday, and for the week-ends and statutory holidays, to reflect the same as the International Union of Operating Engineers - Local 955, effective March 1, 2022.</b></p> <p><b>Recommendation 2: That Smoky Lake County approve the expenditure for the Environmental Operations Department, Water, WasteWater &amp; Waste Technicians to be compensated for “On-Call” duties in the amount of \$3.25 per hour starting at the end of the regular work hours during the weekday, and for the week-ends and statutory holidays, to reflect the same as the International Union of Operating Engineers - Local 955, effective March 1, 2022.</b></p>			
<p><b>Legal – Managing Partner Deficiency Issues - Brownlee has provided a template for review earlier this week. Attached for information.</b></p>	Ongoing		
<p><b>Heavy Duty Mechanics Update:</b></p> <p><b>Full Time Heavy Duty Mechanic</b></p> <ul style="list-style-type: none"> <li>- 4 applications were received. All were interviewed and rated under various categories. After all considerations and interviews were conducted, Shane Dubetz was selected as the best overall candidate whom met the qualifications and interviewed the best.</li> </ul> <p><b>Part time Heavy Duty Mechanic (max 80 hrs per month)</b></p> <ul style="list-style-type: none"> <li>- 1 application was received for this position. The candidate was also interviewed. Orrianna Kropf was selected as she met the qualifications and has worked for the County in this position since January and is an excellent employee.</li> </ul>			
<p><b>CUPE 4575: County ingoing reviewed by Committee. Negotiation dates set.</b></p>			Feb 03/22

**COMMUNITY**

Projects	Date In Progress	Date Outstanding	Date Completed
Dr Retention Committee Meeting			Feb 16/22

**TRAINING**

<b>Consultation Workshop?</b>			
Brownlee Emerging Trends Session			Feb 17/22

**COUNTY STRATEGIC PLAN**

N/A			
-----	--	--	--

**Signature:** \_\_\_\_\_ **County Council Meeting: Feb 24, 2022**



**Chief Administrative Officer**

Report Period: **Jan 21, 2022 to Feb 20, 2022**

*Gene Sobolewski*

**EVERGREEN REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION**

**Minutes of Regular Meeting**

**County of St. Paul Office  
Thursday, January 20, 2022  
10:00 a.m.**

Members Present:

Maxine Fodness- Chairman  
Dan Gawalko  
Nathan Taylor- Virtually  
Tim Smereka- Virtually  
Leroy Kunyk- Virtually

Members Absent

Richard Warren  
Terry Makowichuk

Alternates Present:

Ron Boisvert- Virtually  
Evelynne Kobes- Virtually  
Ross Krekoski- Virtually

Paul Poulin- Manager Evergreen Landfill  
Ashley Cozzens- Recording Secretary  
Sheila Kitz- County of St. Paul  
Tim Mahdiuk- County of St. Paul - Virtually  
Dave Franchuk- Smoky Lake County- Virtually

**1. CALL TO ORDER**

Maxine Fodness called the meeting to order at 10:00 a.m.

**a. Additions to Agenda**

Tim Smereka made a motion to accept the agenda with the one change and four additions.

**CARRIED**

**2. MINUTES OF DECEMBER 2021 ORGANIZATIONAL MEETING**

Tim Smereka made a motion to adopt the minutes of the December 8, 2021 Organizational Meeting as presented.

**CARRIED**

**MINUTES OF DECEMBER 8, 2021 REGULAR MEETING**

Dan Gawalko made a motion to adopt the minutes of the December 8, 2021 Regular Meeting as presented.

**CARRIED**

**3. BUSINESS ARISING FROM MINUTES**

**a. Alberta CARE AGM Meeting**

Notes from Paul regarding the Alberta CARE AGM Meeting he attended January 14 in Leduc:

- Used oil program will be adding more products to the list of recyclables
  - Glycol and degreasers, antifreeze added
  - Plastic DEF containers, antifreeze containers and windshield washer added to plastics recycling
- Compost course will be rescheduled in Leduc; site, time, date will be announced by Alberta CARE
- A code of practice for handing hydro-vac waste was compiled by the Westlock Landfill and EAP. This will be sent out to members and can be used to reference when needed or required.
- Sharps containers: more and more medical waste, sharps are seen at landfills. Landfills are not seeing the regulations to be in line with this type of waste stream. Discussions was had on the origin of this type of waste, are the sharps coming from feedlots or vet clinics, or are the sharps coming from increase in home care services.
- Landfill height elevation: rather than constructing another cell, you can apply to go vertically.

Nathan Taylor made a motion to file the Alberta CARE AGM Meeting report as information.

**CARRIED**

**b. Rapid Gaz**

Contract for two years to take our propane bottles:

\$5 for every 20 & 30 lb. bottle

\$20 for every 100 lb. bottle

Plastic crates will be supplied to properly store the propane bottles

Dan Gawalko made a motion to bring the agreement with Rapid Gaz to the next board meeting.

**CARRIED**

**c. Mulch Co.**

Mulch Co. did send us some rates:

- Shredder & Excavator \$585/ hr.
- Services Truck & Trailer \$250/ day
- Man \$250/ day

This could possibly be a viable option to give extended life to our MSW cells.

Evelynne Kobes made a motion to file the Mulch Co. discussion as information and have Paul continue to look into this further.

**CARRIED**

**d. RMA Insurance**

Looking into our Environmental Impairment Liability Insurance; getting clarification to see if this just covers the Evergreen Site or if this covers all the sites in the Commission.

Tim Smereka made a motion to defer the RMA Insurance information to a future meeting.

**CARRIED**

**e. Leachate Hauling Tenders**

Maxine Fodness opened the one sealed bid:

1. E-Can Oilfield Services

Nathan Taylor made a motion that Evergreen Regional Waste Management Services Commission accepts the leachate hauling bid from E- Can Oilfield Services.

**CARRIED**

**4. CLOSED MEETING SESSION**

No closed meeting session.

5. **FINANCIALS**

a. **Treasurer's Report**

Ashley Cozzens presented the Treasurer's Report to December 31, 2021.

Evelynne Kobes made a motion to accept the treasurer's report as presented.

**CARRIED**

b. **GIC's**

A breakdown of what we have in the bank for investments.

We have a GIC maturing January 25; interest rates to reinvest were provided.

Dan Gawalko made a motion to reinvest GIC # 41 into a 90day GIC at 0.52 %.

**CARRIED**

c. **Loan Payment**

The remaining balance of the loan for the construction of MSW cells 5 & 6 and inert cells 6 & 7 is \$238,555.82. Since we made the first months payment for the year we can payout the remainder of the loan.

Nathan Taylor made a motion to payout the remainder of loan for the construction of MSW cells 5 & 6 and inert cells 6 & 7.

**CARRIED**

d. **Master Card Limit**

We currently have a MasterCard limit of \$2,500. We have two cards; each card has a limit of \$1,250.

Would like to ask if we can increase the limit of these cards to \$5,000 total; \$2,500 for each card.

Evelynne Kobes made a motion to increase the Master Card limit to \$5,000. Have Paul bring back if we have to have a bylaw in place to do this.

**CARRIED**

6. **NEW BUSINESS**

a. **Regional Site Report**

Paul presented the site report for the Evergreen Landfill January 2022:

- Compactor- compacting cups will have to be replaced as needed
- Track Loader- Ripping teeth need to be repaired
- Cover- using shingles/mulch/wood/clay
- Kehewin Agreement- should be signed end of February

Dan Gawalko made a motion to accept the Regional Site Report as information.

**CARRIED**

7. **OTHER BUSINESS/CORRESPONDENCE**

a. **Food Cyclor Presentation**

The Food Cyclor breaks down food waste into a tenth of its original volume and creates a nutrient rich fertilizer. Indoor unit; counter use.

Nathan Taylor made a motion to file the food cyclor presentation as information.

**CARRIED**

b. **Secure Energy Leachate Disposal Letter**

The letter that was sent to Secure Energy with regrets that they were not selected as our leachate disposal site was presented to the Commission Members.

Tim Smereka made a motion to file the Secure Energy leachate disposal letter as information.

**CARRIED**

c. **Secure Energy Operational Services**

Secure Energy does landfill design, build and operations as well as landfill marketing.

Tim Smereka made a motion to file the Secure Energy Operational Services discussion as information.

**CARRIED**

**d. SWANA Canadian Symposium**

2022 SWANA Canadian Symposium will be in Banff April 4-7, 2022.

Tim Smereka made a motion to send Paul Poulin to the SWANA Canadian Symposium.

**CARRIED**

**e. AB CARE Spring Seminar**

The Alberta CARE Spring Seminar will be in Lethbridge February 23-25, 2022.

Dan Gawalko made a motion to send Paul Poulin to the Alberta CARE Spring Seminar.

**CARRIED**

**8. NEXT MEETING**

The next regular meeting is to be scheduled for Thursday, February 17, 2022 at 10:00 a.m. County of St. Paul Office.

**9. ADJOURNMENT**

Maxine Fodness adjourned the meeting at 11:01 a.m.

---

**Date**

---

**Commission Chairman**

**ERWMSC- 2022 Budget to Actual  
January 1-31, 2022**

5.3.1.b

	2022				Actual Revenue	2021
	Budgeted Tonnage	Actual Tonnage	Rate	Budgeted Revenue		
<b>Commission Members</b>						
<b>Revenue</b>						
<b>Commission Members Upfront Fees</b>						
County of St. Paul				\$ 116,908.61	\$ 116,908.61	\$ 117,857.45
Smoky Lake County				\$ 45,986.95	\$ 45,986.95	\$ 44,677.31
Town of St. Paul				\$ 70,082.39	\$ 70,082.39	\$ 69,983.27
Town of Smoky Lake				\$ 10,635.17	\$ -	\$ 10,522.95
Town of Elk Point				\$ 16,383.68	\$ 16,383.68	\$ 16,911.60
Village of Vilna				\$ 2,650.47	\$ -	\$ 2,657.60
Village of Waskatenau				\$ 2,352.73	\$ -	\$ 2,389.82
<b>Total Commission Members</b>				<b>\$ 265,000.00</b>	<b>\$ 249,361.63</b>	<b>\$ 265,000.00</b>
<b>Commission Members</b>						
Member County of St. Paul	2,498	149.61	40	\$ 99,920.00	\$ 5,984.40	\$ 5,846.40
Member Town of St. Paul	1,125	48.27	40	\$ 45,000.00	\$ 3,513.60	\$ 3,127.60
Member Town of Elk Point	392	26.32	40	\$ 15,680.00	\$ 1,052.80	\$ 1,040.00
Member Smoky Lake County	1,133	66.76	40	\$ 45,320.00	\$ 2,670.40	\$ 2,889.60
Member Town of Smoky Lake	622	46.36	40	\$ 24,880.00	\$ 1,854.40	\$ 1,572.00
<b>Total Commission Members</b>	<b>5,770</b>	<b>337.32</b>		<b>\$ 230,800.00</b>	<b>\$ 15,075.60</b>	<b>\$ 14,475.60</b>
<b>Commission Private Haulers</b>						
County of St. Paul	352	14.64	85	\$ 29,920.00	\$ 1,244.40	\$ 2,426.85
Town of St. Paul	1,215	124.21	85	\$ 103,275.00	\$ 7,194.40	\$ 4,809.30
Town of Elk Point	202	8.24	85	\$ 17,170.00	\$ 700.40	\$ 1,582.70
Smoky Lake County	-	-	85	\$ -	\$ -	\$ -
Town of Smoky Lake	-	-	85	\$ -	\$ -	\$ -
<b>Total Commission Private Haulers</b>	<b>1,769</b>	<b>147.09</b>		<b>\$ 150,365.00</b>	<b>\$ 9,139.20</b>	<b>\$ 8,818.85</b>
<b>Non Member Tipping</b>						
Get Trashed	1,376	72.42	85	\$ 116,960.00	\$ 6,155.70	\$ 7,597.30
Wild Rose	3,015	214.19	141	\$ 425,115.00	\$ 30,200.80	\$ 32,631.00
Seven Lakes	650	55.99	65	\$ 42,250.00	\$ 3,767.35	\$ 5,022.35
Village of Glendon	118	7.89	100	\$ 11,800.00	\$ 789.00	\$ 779.00
Saddle Lake	-	64.38	85	\$ -	\$ 5,472.30	\$ 6,471.05
Frog Lake	350	-	85	\$ 29,750.00	\$ -	\$ -
Kehewin	300	-	85	\$ 25,500.00	\$ -	\$ -
Non Member Tipping	-	-	125	\$ -	\$ -	\$ -
<b>Total Non Member Tipping</b>	<b>5,809</b>	<b>414.87</b>		<b>\$ 651,375.00</b>	<b>\$ 46,385.15</b>	<b>\$ 52,500.70</b>
<b>Other Revenue</b>						
Transfer Station (Inert Waste)	2,183	66.42	55	\$ 120,065.00	\$ 4,130.10	\$ 5,546.20
Saddle Lake- House Demo's		23.01	85	\$ -	\$ 1,955.85	\$ -
Asbestos			200	\$ -	\$ -	\$ -
Contaminated Soil			35	\$ -	\$ -	\$ -
Town of St. Paul WWTP	213	39.57	35	\$ 7,455.00	\$ 1,384.95	\$ -
Interest Revenue				\$ 25,000.00	\$ -	\$ -
Miscellaneous Sales				\$ -	\$ -	\$ -
Recycling Revenue				\$ 2,500.00	\$ -	\$ -
Other Services (Freon, Spike, Tote bags)				\$ -	\$ 40.00	\$ -
<b>Total Other Revenue</b>	<b>2,396</b>	<b>129.00</b>		<b>\$ 155,020.00</b>	<b>\$ 7,510.90</b>	<b>\$ 5,546.20</b>
<b>Total Tonnage/Revenue</b>	<b>15,744</b>	<b>1,028.28</b>		<b>\$ 1,452,560.00</b>	<b>\$ 327,472.48</b>	<b>\$ 346,341.35</b>





<b>Expenses</b>	<b>Budgeted 2022</b>	<b>Actual 2022</b>	<b>2021</b>
<b>Fixed Operating</b>			
Accounting & Legal	\$ 10,000.00	\$ -	\$ -
Advertising & Promotions	\$ 2,000.00	\$ 415.81	\$ -
Administration/Council Honorarium	\$ 11,550.00	\$ -	\$ -
Bad Debts	\$ 150.00	\$ -	\$ -
Boot Allowance	\$ 400.00	\$ -	\$ -
Fuel & Oil	\$ 10,000.00	\$ 4,905.60	\$ 4,099.85
Groundwater Monitoring	\$ 80,000.00	\$ -	\$ -
Insurance	\$ 52,000.00	\$ -	\$ -
Interest & Bank charges	\$ 2,700.00	\$ -	\$ 201.28
Leachate	\$ 52,000.00	\$ 2,736.16	\$ 3,916.94
Licenses	\$ 150.00	\$ -	\$ -
Meeting Expenses	\$ 2,000.00	\$ 20.00	\$ 20.00
Memberships and registration	\$ 1,300.00	\$ 1,800.00	\$ 848.40
Mileage & Subsistence	\$ 6,000.00	\$ -	\$ 164.65
Miscellaneous - Approval/Appeal	\$ 30,000.00	\$ -	\$ -
Office supplies	\$ 12,000.00	\$ -	\$ 965.65
Propane	\$ 14,000.00	\$ 3,109.97	\$ -
Road Maintenance	\$ 25,000.00	\$ -	\$ -
Signage	\$ 500.00	\$ -	\$ 65.00
Small Tools & shop supplies	\$ 4,000.00	\$ 747.20	\$ 305.49
Telephone/Internet	\$ 4,600.00	\$ 232.38	\$ 381.03
Training	\$ 5,000.00	\$ 160.00	\$ 107.10
Transfer Station- Commission Sites	\$ 5,000.00	\$ -	\$ 1,856.40
Transfer Station- Regional Site	\$ 2,100.00	\$ -	\$ -
Utilities	\$ 7,500.00	\$ 948.59	\$ 604.92
<b>Total Fixed Costs</b>	<b>\$ 339,950.00</b>	<b>\$ 15,075.71</b>	<b>\$ 13,536.71</b>
<b>Variable Operating Costs</b>			
Cell Operations & Maintenance	\$ 19,500.00	\$ -	\$ 1,650.00
Fuel & Oil	\$ 50,000.00	\$ -	\$ -
Leachate	\$ 158,000.00	\$ -	\$ -
Postage & Freight	\$ 1,500.00	\$ -	\$ -
Rent of Equipment	\$ 3,000.00	\$ -	\$ -
Repair & Maintenance - Equipment	\$ 49,000.00	\$ 784.85	\$ 2,006.15
Repair & Maintenance - Buildings	\$ 4,000.00	\$ 25.00	\$ 833.50
Site Operations & Maintenance	\$ 20,000.00	\$ -	\$ 284.80
Vehicle Maintenance & Repair	\$ 5,000.00	\$ 170.00	\$ -
Wages	\$ 355,000.00	\$ -	\$ 23,723.69
Workers Compensation	\$ 10,650.00	\$ -	\$ -
<b>Total Variable Costs</b>	<b>\$ 675,650.00</b>	<b>\$ 979.85</b>	<b>\$ 28,498.14</b>
Freight- Wildrose Disposal	\$ 168,840.00	\$ 11,994.64	\$ 14,140.10
Wildrose- Payback End of Year	\$ 63,315.00		\$ -
<b>Loans (loan pd off Jan 2022)</b>	<b>\$ 14,323.30</b>	<b>\$ 14,323.30</b>	<b>\$ 14,323.30</b>
<b>Jan 28, 2022 made lump sum payment of \$238,760.72</b>			
<b>Post Closure</b>			
Post Closure Reclamation (3.5/tonne)	\$ 46,718.00	\$ 3,147.48	\$ 3,451.32
Non-Member Tipping Reserve (7/tonne)	\$ -	\$ -	\$ -
<b>Total Post Closure</b>	<b>\$ 46,718.00</b>	<b>\$ 3,147.48</b>	<b>\$ 3,451.32</b>

	Budgeted 2022	Actual 2022	2021
<b>Cell Replacement Reserve</b>	\$ 100,000.00	\$ -	\$ -
<b>Equipment Replacement Reserves</b>			
Compactor	\$ -	\$ -	\$ -
Track Loader	\$ -	\$ -	\$ -
Front End Loader	\$ -	\$ -	\$ -
<b>Total Equipment Replacement</b>	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 1,408,796.30</b>	<b>\$ 45,520.98</b>	<b>\$ 73,949.57</b>
<b>Net Operating Income/Deficit</b>	<b>\$ 43,763.70</b>	<b>\$ 281,951.50</b>	<b>\$ 272,391.79</b>
<b>Capital Expenditures (Money in Savings/Reserve)</b>			
Security Camera's Equipment Shed	\$ 6,000.00	\$ -	\$ -
Compactor	\$ -	\$ -	\$ -
Dry Waste Pit	\$ -	\$ -	\$ -
Bale Processor	\$ -	\$ -	\$ -
Zero Turn Mower	\$ -	\$ -	\$ -
Vehicles to purchase new & Used	\$ 18,000.00	\$ -	\$ -
<b>Net Surplus</b>	<b>\$ 19,763.70</b>	<b>\$ 281,951.50</b>	<b>\$ 272,391.79</b>

**Cheque Register January 2022**

Cheque #	Payable To:	Amount
5330	Secure Energy	\$ 1,737.54
5331	Cornerstone Cooperative- Diesel, Propane, Shop Supplies	\$ 9,490.68
5332	Alberta Care- Membership Renewal	\$ 525.00
5333	St. Paul Foundry	\$ 263.71
5334	MCS Net	\$ 94.40
5335	Lakeland Fire and Safety- Annual inspection	\$ 784.56
5336	Brodziak Industries	\$ 336.00
5337	SWISCO	\$ 26.25
5338	Omni McCann Geoscience	\$ 1,399.13
5339	Derric Poulin	\$ 100.00
5340	Spaid Automotive	\$ 118.35
5341	E-Can Oilfield Services	\$ 3,843.02
5342	County of St. Pual- Andy, Dust Control, Wages	\$ 22,360.88
5343	DBS Environmental	\$ 45.52
5344	SWANA Northern Lights Chapter- Paul SWANA Conference	\$ 918.75
5345	Servus Credit Union- Direct Energy, Telus, Zoom	\$ 1,800.26
5346	Mike Gill	\$ 35.38
5347	Remi Caouette	\$ 525.00
5348	Ron Zellweger	\$ 178.50
5349	Secure Energy	\$ 727.65
5350	Omni McCann Geoscience- Groundwater Monitoring Reports- Elk Point, Ashmont, Spedden	\$ 13,533.20
	Smoky Lake, Mallaig, Former Town of St. Paul & Smoky Lake	\$ 13,533.20
5351	Lakeland Fire and Safety- First Aid -Mike	\$ 168.00
5352	TD Bank- Loan payout	\$ 238,760.72
<b>Total Cheques Issued</b>		<b>\$ 257,930.63</b>

<b>Accounts Receivable as attached</b>
--

<b>Bank Balance -January 31, 2022</b>	<b>\$ 454,247.38</b>
<b>High Yield Savings- January 31, 2022</b>	<b>\$ 251,461.50</b>

**Investments:**

<b>GIC # 36: 60 months</b>	<b>Maturity Date March 22, 2024</b>	<b>Interest Rate 3.35%</b>	<b>\$ 297,082.67</b>
Compactor	\$249,357.62		
Trac Loader	\$26,371.13		
Post Closure	\$21,059.23		
Capital Replacement	\$294.69		
<b>GIC # 38: 1 yr non redeemable</b>	<b>Maturity Date: April 23, 2022</b>	<b>Interst Rate 0.75%</b>	<b>\$ 750,000.00</b>
Post Closure	\$547,962.43		
Compactor	\$73,674.85		
Capital Replacement	\$81,865.46		
Cell Replacement	\$46,497.26		
<b>GIC # 42: 90 days Non- redeemable</b>	<b>Maturity Date: April 25, 2022</b>	<b>Interest Rate 0.52%</b>	<b>\$ 407,883.62</b>
Cell Replacement	\$65,935.84		
Not put to anything	\$341,947.78		

**Total Investments**    **\$ 1,454,966.29**

# Evergreen Regional Waste

Customer Aged Summary As at 15/02/2022

Name	Total	Current	31 to 60	61 to 90	91+
Associated Environmental Consu...	10,575.30	-	-	10,575.30	-
C & N Property Restoration Ltd.	871.40	871.40	-	-	-
County of St. Paul No. 19	11,040.15	11,040.15	-	-	-
E-Can Oilfield Service	51.85	51.85	-	-	-
Get Trash'd	13,568.05	6,864.60	6,703.45	-	-
Lakeland Waste Disposal	4,756.55	1,681.30	765.95	2,309.30	-
North Bay Development Ltd.	54.85	-	20.00	34.85	-
Quik Pick Waste Disposal	12,585.10	5,783.40	6,801.70	-	-
Saddle Lake Public Works	1,955.85	1,955.85	-	-	-
Seven Lakes Oilfield Services	3,767.35	3,767.35	-	-	-
Seventy Two Developments	55.55	55.55	-	-	-
Smoky Lake County	6,352.90	6,352.90	-	-	-
St. Paul Vet Clinic	50.20	50.20	-	-	-
Town of Elk Point	2,936.55	2,936.55	-	-	-
Town of Smoky Lake	3,499.40	3,499.40	-	-	-
Village of Glendon	789.00	789.00	-	-	-
Village of Vilna	2,650.47	2,650.47	-	-	-
Village of Waskatenau	2,352.73	2,352.73	-	-	-
Waste Management of Canada ...	903.55	903.55	-	-	-
Westen Weather Protector Ltd.	421.85	421.85	-	-	-
Wildrose Disposal Inc.	30,747.50	30,747.50	-	-	-
<b>Total outstanding:</b>	<b>109,986.15</b>	<b>82,775.60</b>	<b>14,291.10</b>	<b>12,919.45</b>	<b>-</b>

## ACTION LIST:

**December 6, 2021 Regional Community Development Committee (RCDC) Meeting**

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
07-21	That the Regional Community Development Committee (RCDC) approve the Community Economic Development Officer (CEDO) participation with NE HUB and St. Paul-Smoky Lake Community Futures to create a “Connect for Food” event and provide financial support in the amount of \$1000 to the event from the RCDC budget.	CEDO	The Community Economic Development Officer (CEDO) advised the Regional Community development Committee (RCDC) in the CEDO weekly report for January 15 to 22 that the Connect for Food event has been postponed and the committee is revising its engagement strategy for this initiative.	2.10
10-21	That the Regional Community Development Committee (RCDC) approve expending \$4200 for the 2022 Go East Guide, Online Directory, Adventure Road Trip (one station) and Event promotion, from the 2021 budgeted funds.	CEDO	The Community Economic Development Officer (CEDO) emailed Go East and outlined the RCDC’s decisions and funding and requested invoices be sent to align with that decision.  Invoices were received by email by the CEDO January 9, 2022 and were forwarded to the Managing Partner to pay with 2021 RCDC funds.	3.1
11-21	That the Regional Community Development Committee (RCDC) approve to sponsor the Career Fair Planning Survey in the amount of \$250.00 to support prizes for students in submission of surveys; and funds to be allocated from the 2021 RCDC budget.	CEDO	The Community Economic Development Officer (CEDO) procured the prize baskets from a local business and delivered the baskets to Regional schools in January 2022, and sent the expense invoice for \$250 to the Managing Partner to pay from 2021 funds.	2.11
12-21	That the Regional Community Development Committee (RCDC) extend the contract with <b>Pappy’s Parcel Pitstop Inc. c/o Michelle Wright</b> as the “Contractor” for the position of <b>Community Economic Development Officer (CEDO)</b> in conjunction with the “Contract Agreement” signed July 24, 2020 for an additional 3 month term: December 31, 2021 to March 31, 2022, in accordance with RCDC continuing to develop a new Contract with the Contractor and approve compensation <b>\$6,000.00 per month</b> , as per August 30, 2021 – Motion 127-21,	Managing Partner	The Community Economic Development Officer (CEDO) is invoicing under the existing contract in the approved amount of \$6000 per month.	1.2

ACTION LIST:

December 6, 2021 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
	for the next three months, effective January 1, 2022; as RCDC continues to develop a new Contract.			
14-21	That the Regional Community Development Committee (RCDC) recommend to each respective municipality to approve the Managing Partner, Smoky Lake County to invoice for the 2021 Economic Development expenditures to each respective municipality based on the year 2021 actual costs incurred by RCDC.	Managing Partner	The Community Economic Development Officer (CEDO) emailed the Managing Partner's Financial officer Brenda Adamson January 19, 2022 and included the draft motion 14-21 from the December 6, 2021 RCDC meeting to request the Managing Partner invoice the RCDC partner municipalities for the actual costs incurred by RCDC in 2021.	n/a
15-21	That the Regional Community Development Committee (RCDC) recommend the Community Economic Development Officer (CEDO) prepare the <b>2022 Economic Development Budget</b> for Regional Community Development committee which would include incorporating the existing reserve dollars in the amount of \$59,223.00 remaining in the 2021 RCDC budget.	CEDO	The Community Economic Development Officer (CEDO) developed a draft 2022 budget for the RCDC to consider at the February 8, 2022 RCDC meeting.	1.3
17-21	That the next Regional Community Development Committee (RCDC) Meeting will be held on <b>February 8<sup>th</sup>, 2022 at 2:00 p.m.</b> to initiate management of change and environmental scanning processes which will inform RCDC strategic planning and support the creation of a recommendation to the respective municipalities for the <b>2022 Economic Development Budget</b> .	CEDO	The Community Economic Development Officer (CEDO) prepared the Regional Community Development Committee meeting agenda for February 8, 2022 to include a draft budget and environmental scan and management of change discussions.	1.1

6.7 Proposed 2022 DR&R Committee Budget.

5.3.6.b

**Doctor Retention and Recruitment Committee's Proposed 2022 Budget**

<b>Dr. Retention</b>			
	Percentage		Totals
Smoky Lake County	61%	\$	14,640.00
Town of Smoky Lake	26%	\$	6,240.00
Village of Vilna	7%	\$	1,680.00
Village of Waskatenau	6%	\$	1,440.00
	100%	\$	<b>24,000.00</b>

<b>Dr. Recruitment</b>			
	Percentage		Totals
Smoky Lake County	0%	\$	-
Town of Smoky Lake	0%	\$	-
Village of Vilna	0%	\$	-
Village of Waskatenau	0%	\$	-
	0%		<b>\$0.00</b>

February 16, 2022  
 Doctor Retention & Recruitment  
 meeting.

Recommending motion:

To accept 2022 Budget.

\$24,000.00 with

Smoky Lake County's portion

of 61% in the amount

of \$14,640.00



6.7 Proposed 2022 DR&R Committee Budget.

**2021 Doctor Retention Actuals**

Retention	Physician Locum Fees
Cardiac Stress Clinic	Jan - Dec 2021
Golf Passes	
Immigration costs	
PCN CPSA Assessment	
Christmas baskets	
\$ 8,113.07	\$ 13,000.00

2021 Retention	Totals
Budget	\$ 24,000.00
Expense	\$ 21,113.07
Surplus	\$ 2,886.93

Spent  
 \$1,888.25  
 Carry-over  
 \$

**Jenna Preston**

---

**From:** Lydia Cielin  
**Sent:** February 17, 2022 10:26 AM  
**To:** Jenna Preston  
**Subject:** Fw: RESIDE information session  
**Attachments:** 2021-22 RESIDE Brochure v4.pdf

For agenda under Doctor Committee  
Recommendation: who can attend - attend.

Sent from my BlackBerry - the most secure mobile device - via the TELUS Network

---

**From:** anita.fagnan@rhpap.ca  
**Sent:** February 14, 2022 10:46 AM  
**To:** cao@smokylake.ca  
**Cc:** lcielin@smokylakecounty.ab.ca; finance@smokylake.ca  
**Subject:** RESIDE information session

Good morning,  
Please see information below..

Hello supporters of rural community attraction and retention initiatives! *Please share with your committee members!*

As you have likely heard through the media, including through RhPAP's social media channels, the **Rural Education Supplement and Integrated Doctor Support (RESIDE) program**, funded by Alberta Health, has been launched to place more family physicians in rural Alberta communities.

(Poster is also attached)

This program is being managed by RhPAP and we would like to offer an online opportunity for community attraction and retention committee members to learn firsthand more about it and the work underway to achieve anticipated outcomes.

If you are interested in learning a bit more, you can also visit our website for some general information on the program: [RESIDE](#)

RhPAP will be hosting an information session **February 23, at 11am or 7pm**, to provide an overview and answer general inquiries.

As attendance to this is by invitation only, we are asking you to register for the information session through this link and to please not forward this invitation to people outside of your committee: [RESIDE Information Session Registration](#)

---

Anita



Anita Fagnan  
Rural Community Consultant -North East Zone  
Rural Health Professions Action Plan (RhPAP)  
P 780.349.1544 | [www.rhpap.ca](http://www.rhpap.ca) | @AlbertaRhPAP

**Let's keep in touch!** Subscribe to RhPAP's weekly eNewsletter today. Visit <https://rhpap.ca/subscribe/> for more details.

# Rural Education Supplement and Integrated Doctor Experience (RESIDE)



## What is the RESIDE Program?

The Rural Education Supplement and Integrated Doctor Experience (RESIDE) Program is designed to address challenges in physician distribution and patient access to health services in rural and remote areas of the province by supporting new-in-practice family physicians to explore living and working in rural Alberta.

Funded by the Government of Alberta Ministry of Health, RESIDE will support a set number of Alberta new-in-practise physicians to live and practice in select rural communities for a three-year period. Participants in the program will receive ongoing community and program support to help them integrate into the community as well as a financial benefit during this period.

## Eligibility and Application Timeline

For further details on the RESIDE Program including eligibility criteria and the application timeline, visit [www.rhpap.ca/reside](http://www.rhpap.ca/reside) or email [RESIDE@RhPAP.ca](mailto:RESIDE@RhPAP.ca).

**\*Applications open  
February 1, 2022.**

Find out more

**[rhpap.ca/RESIDE](http://rhpap.ca/RESIDE)**

Email: [RESIDE@rhpap.ca](mailto:RESIDE@rhpap.ca)

Social Media: [@AlbertaRhPAP](https://twitter.com/AlbertaRhPAP)



Statement of Revenue and Expenditures

For the Year January 1, 2021 to December 31, 2021

	2021	2020
<b>Closing: Bank Balance: (ATB) December 31, 2020</b>	<b>\$ 27,529.93</b>	
<b>Revenue: Grant Ag Society</b>	<b>\$ 4,730.47</b>	<b>\$ 8,160.51</b>
<b>Rodeo Riding Arena Events: Carry-Over from 2020</b>	<b>\$ 1,367.63</b>	<b>N/A</b>
Sponsorships: 0/S Year 2020	0.00	950.00
Sponsorships: Year 2021 <b>Rodeo Arena Events: \$2,445.00</b>	<b>2,445.00</b>	0.00
2021 Memberships	860.00	130.00
Interest: Chequing Account:	10.26	272.82
Gate Admissions: Saturday: 0.00		
Sunday: 0.00	0.00	0.00
Beer Gardens: Saturday: 0.00		
Sunday: 0.00	0.00	0.00
Food Booth: Saturday: 0.00		
Sunday: 0.00 <b>Arena Events: \$3,445.00</b>	<b>3,445.00</b>	0.00
Sunday Breakfast	0.00	0.00
Dance Admissions: \$15.00 per person	0.00	0.00
Dance Liquor \$ 5.00 per drink	0.00	0.00
Liquor Sale: Supper	0.00	0.00
<b>Rodeo Arena Evt: Bronc:1,200.00/Horse:5,000.00/Rope:2,600.00/Hustle: 337.80/Rodeo:2,606.32</b>	<b>11,744.12</b>	<b>7,875.00</b>
Other:	0.00	575.00
Rental: Pink Kennel / Outback - Ag/Pumpkin: Bleacher:	0.00	0.00
Raffle: Sponsor	0.00	0.00
Donations: Lary's Welding - Groomer	4,835.89	200.00
Raffle: Saturday: 0.00 / Sunday: 0.00	0.00	0.00
50/50: Saturday: 0.00 / Sunday: 0.00 <b>Arena Events: \$8,000.00</b>	<b>8,000.00</b>	0.00
<b>Total</b>	<b>\$37,438.37</b>	<b>\$ 18,163.33</b>
<b>Expenditures:</b>	<b>RED indicates Bills paid by AG Society and Riding Club Reimburses Ag Society</b>	
Rodeo Advertising: Programs: 0.00/CFCW: 0.00/Real Country: St. Paul: 0.00		
Signal: Annual: 79.80-Volunteer Ad /Thank You: 0.00 Review: 0.00	\$ 79.80 \$ 0.00	333.90/0.00
Insurance:	\$ 0.00	1,613.42
Bank Charges: Deposit Book: \$0/Cheques: \$0.00	\$ 0.00	159.58
Utilities: Power :	\$ 2,200.00	1,247.62
Office Expense: Stamps:0.00 "25 Year" Lease Agreement: \$25.00	\$ 25.00 \$ 0.00	355.87/0.00
Secretarial/Treasurer - Assistance	\$ 2,400.00	2,400.00
Maintenance: Paint: 151.08/Plumbing:204.97 / Septic: 183.75 /Toilets: 315.00	\$ 854.80 \$ 0.00	2,752.06/0.00/157.50
Membership: Chambers: 0.00 / Alberta Lakeland: \$0.00	\$ 0.00	0.00
Rental: Meeting Space	\$ 0.00	85.00/200.00
Donations: SL Kinettes: 0.00 / Minor Hockey: 0.00 / Local Charity: 0.00		
Bells 4-H: 0.00 / Fireworks: 0.00 / Grad: 0.00	\$ 0.00 \$ 0.00	0.00/0.00
Rodeo:		
Stock Charges	0.00	0.00
Announcer	0.00	0.00
Rodeo Clown	0.00	0.00
LRA: Added Prize Money:	0.00	0.00
Prize: Events: 0.00 / Treasurer Hunt	0.00	0.00
Prizes: Buckles	0.00	2,353.26
Rodeo Act: Aight Bounce: 0.00/Cowboy Games/L Barrel: 0.00	0.00 / 0.00	0.00/0.00
Mutton Bustin: Sheep	0.00	0.00
Rodeo Rooms: Band: 0.00 + Announcer: 0.00+Clown:0.00	0.00 \$ 0.00 \$ 0.00	0.00
Rodeo Inventory: New Roof: \$3,675.00	\$ 3,675.00	Groomer 4,835.89
<b>Rodeo Riding Arena Event: Timer: \$1,132.77 + Import Fees:173.67</b>	<b>\$ 13,968.33</b>	<b>7,150.00</b>
Buckles: 1,030.06/ Bronc: \$1,890.00 / Horsemanship: 4,200.00 / Roping: 3,000.00		
Added Money: 1,800.00 / Prizes: 741.83		
Other: Raffle: Booze Cooler:	\$ 0.00	0.00
Dance: Security	\$ 0.00 \$ 0.00	0.00
Supplies: Table Cloths, etc.	\$ 0.00	0.00
Band: Deposit: \$0.00 /0.00	\$ 0.00 \$ 0.00	0.00/0.00
Liquor: S.L. Inn	\$ 0.00	0.00
Special Events License	0.00	0.00
50/50 : Events: Feed: 100.00 + License: 21.00	121.00	0.00
LRA: Membership	0.00	0.00
Co-Sanction Fee	\$ 121.00 \$ 0.00	100.00/0.00
Booth: Bakery: 0.00/ Anderson Foods: 0.00 / Kelly/TGP: 0.00		
Bigway: 0.00 / Hamburger: 0.00 / Riding Arena Event: \$1,681.42	\$ 1,681.42	855.39
Volunteer Appreciation: AGM: \$0.00/ City Staff: \$0.00/Mileage: 0.00	\$ 0.00	0.00
Smoky Lake Agricultural Society: Reimbursement - In Red*	\$ 0.00	0.00
<b>Total:</b>	<b>\$ 25,005.35</b>	<b>\$ 24,441.99</b>

Bank Statement - As of December 31, 2021 \$ 40,583.95  
 Outstanding Deposits: \$ 0.00  
 Outstanding Cheques: -\$ 621.00

2021: Funding: Rodeo: \$ 28,959.84  
 Breakdown Arena Events: \$ 11,003.11

2020: Surplus: \$ 0.00  
 Rodeo Events: \$87.11  
 NO RODEO - COVID-19

2021 Bank Balance Forward - As of December 31, 2021 \$ 39,962.95 ✓ (ATB)

2021: Surplus: \$0.00  
 NO RODEO - COVID-19



**SMOKY LAKE RIDING CLUB**  
**Statement of Revenue and Expenditures**

**2021 Bank Balance Forward – As of December 31, 2021 \$ 39,962.95 ✓ (ATB)**

Assets, Income and Disbursements are all indicated in the Financial Statement:

- Bank Position
- Revenue
- Expenditures

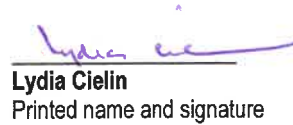
PLEASE NOTE: ■ Liabilities: No liabilities for year 2021.

**This financial statement has been reviewed and approved by:**

  
**Geoff Montgomery**  
Printed name and signature

Position: **President**

February 7, 2022  
Date

  
**Lydia Cielin**  
Printed name and signature

Position: **Treasurer**

February 7, 2022  
Date



# SMOKY LAKE RIDING CLUB

Minutes: **Smoky Lake Riding Club:**  
**Annual Organizational Meeting**  
Held on Sunday, **February 6, 2022**  
at 7:00 p.m. via Zoom Meetings

## 1.0 CALL TO ORDER

The meeting was called to order by Marquie Bromley, Secretary in the presence of the following members:

<u>Members</u>	<u>February 6, 2022</u>
Geoff Montgomery	President
Kale Bromley	Vice-President
Marquie Bromley	Secretary
Emilee Feniak	Member
Desarie Malysh	Member
Hank Holowaychuk	Member
Stacey Fontain	Member
Jessica Holowaychuk	Member
Tiffany Rozumniak	Member
Christine Buchanan	Member
Irene Vander Kloet	Member
Terry Makowichuk	Town Representative
Jennifer Gargus	Member
Kelly Klein	Member

\*\*\*\*\*

## 2.0 ELECTION OF EXECUTIVE

### PRESIDENT

Call for nominations for the position of President for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 year.

Jessica Holowaychuk  
**Nomination**

That Geoff Montgomery be nominated as President for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 year with signing authority.

Second call for nominations.

Third call for nominations.

Emilee Feniak  
**Motion**  
Hank Holowaychuk  
**Second**

That nominations cease.

Carried.

**Geoff Montgomery was elected by acclamation as President for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 year.**

### VICE-PRESIDENT

Geoff Montgomery, President called for nominations for the position of Vice-President for the Smoky Lake Riding Club August 31, 2021 to August 31, 2022 year.

Hank Holowaychuk  
**Nomination**

That Kale Bromley be nominated as Vice-President for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 year with signing authority.

Second call for nominations.

Third call for nominations.

Jessica Holowaychuk  
**Motion**  
Geoff Montgomery  
**Second**

That nominations cease.

Carried.

**Kale Bromley was elected by acclamation as Vice-President for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 year.**



**TREASURER**

Jessica Holowaychuk  
**Nomination**

That Lydia Cielin be appointed as Treasurer for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022 with signing authority.

Second call for nominations.

Third call for nominations.

Hank Holowaychuk  
**Motion**  
Marquie Bromley  
**Second**

That nominations cease.

Carried.

**SECRETARY**

Jessica Holowaychuk  
**Nomination**

That Marquie Bromley be appointed as Secretary for the Smoky Lake Riding Club from August 31, 2021 to August 31, 2022.

Second call for nominations.

Third call for nominations.

Hank Holowaychuk  
**Motion**  
Tiffany Rozumniak  
**Second**

That nominations cease.

Carried.

**2.1 Confirmation of Salary for Secretary/Treasurer**

Hank Holowaychuk  
**Motion**  
Irene Vander Kloet  
**Second**

That the Smoky Lake Riding Club Treasurer, Lydia Cielin and Marquie Bromley, Secretary receive a salary honorarium in the amount of \$1,200.00 each for the 2021 year.

Carried.

### **3.0 DIRECTORS AND MEMBERS FOR THE 2021-2022 YEAR**

Please See Attached - **List of Officers - Directors - Members up to August 2022**

### **4.0 AGENDA**

Christine Buchanan                      That the Agenda presented for Sunday February 6, 2022 Smoky Lake Riding Club - Annual General Meeting be accepted

**Motion**

Jessica Holowaychuk

**Second**

Carried

### **5.0 - MINUTES**

Christine Buchanan

**Motion**

That the Minutes presented for Sunday February 6, 2022 Smoky Lake Riding Club - Annual General Meeting be accepted

Desarie Malysh

**Second**

Carried

### **6.0 BREVITY: SECONDS TO RESOLUTIONS BE DISPENSED**

Terry Makowichuk

**Motion**

That seconds to resolutions be dispensed for the 2021-2022 year.

Irene Vander Kloet

**Second**

Carried

### **7.0 TREASURER'S REPORT**

#### **7.1 - Financial Statement: Period Ended December 31, 2021**

Lydia Cielin

The treasurer was unable to attend the meeting today. She will be sending out the up-to-date financials this week in an email

#### **7.2 - 2022 Memberships**

Stacey Fontain  
**Motion**

Stacey moved that the membership fees remain the same as the 2021 Membership Fees:  
Arena Individual Memberships \$25/year  
Arena Family Memberships \$50/year  
Administrative/Executive/Director/Voting Memberships \$10/year

Marquie will notify the members when the club will open up to accept funds for memberships electronically.

Carried.

Marquie Bromley  
**Motion**

Marquie Bromley moves that the Smoky Lake Riding club opens a second account with ATB. The signers will be Lydia Cielin, Geoff Montgomery and Marquie Bromley. The club will set up online banking, e-transfers and the ability to use a square for payments. The online administrator will be Marquie Bromley.

## **8.0 SECRETARY'S REPORT**

### **8.1 Society Status**

Discussion

Update: the society status will be sent by March 20, 2021. AGM was required for updated Executive and Director List.

## **9.0 PRESIDENT REPORT**

### **9.1 LRA Update**

Discussion

Geoff, was in contact with the secretary, Natasha, of the LRA. They have not yet had their AGM but they will be having their contractor meeting on February 11<sup>th</sup>. Geoff and Jessica will plan to attend and report back. All LRA rodeos are planning on going forward at this point.

Hank Holowaychuck  
**Motion**

We will currently not be looking into any other memberships with other rodeo associations.

Hank moved that the Smoky Lake Stampede will remain a LRA sanctioned rodeo and the club will fill out a registration form and supply an application fee of \$160.00.

Carried.

## **10.0 EVENTS AND IDEAS**

### **10.1 Smoky Lake Stampede - July 30, 31, 2022**

**Stock Contractor Update** Geoff Montgomery updated that Trach will send us a contract in the next few weeks. He will contact Trach Stock Contracting after the LRA Meeting to touch base.

**Discussion** It was discussed to start publicly announcing that the Smoky Lake Stampede WILL take place this year. Start advertising on Facebook, make posters, etc.

Carried.

### **10.2 - Harvest Hustle**

**Buckle Purchase** Emilee Feniak moved to purchase buckles from Bob Berg Designs for \$697.60 USD (\$927.59 CAD) and to re-imburse Marquie Bromley for \$945.72 for the purchase of the buckles and Fed-Ex Duty Fees.

Emilee Feniak

#### **Motion**

**2022 Planning** Emilee Feniak will look into prices on Barrel Covers for the Smoky Lake Riding Club/Harvest Hustle Barrel Racing Series.

A sub committee will be formed and start the planning/purchasing of prizes for the series.

### **10.3 - Clinic Ideas**

**Discussion** The members did some brainstorming on different clinics we could hold in the 2022 Riding Year. Marquie will create a poll on facebook to determine the interest in different clinics.

The following ideas came forth:

- Emilee's Lady from Chipman
- Penning Clinics
- Ground work Clinics
- Sandra Sanche - Driving Clinic
- Reining Clinic
- Barrel Clinic
- Horsemanship Clinic

### **10.4 - Family Rodeo**

**Discussion** Desarie Malysh provided an update on her thoughts about the Family Rodeo. She indicated the following.

- She would need more dedicated volunteers from the club/community

- Dates could be; June 25, July 23, August 20, 2022.
- She would take care of the planning, entries, etc.
- Daniel would take care of the ground work, set up and take down.

Geoff recommended putting together a sub committee to start planning and signing up volunteers for the event. This sub committee will meet at separate times to update the club.

## 11.0 Sound System Purchase

Irene Vander Kloet **Motion** Irene move to purchase the sound system mentioned in attached Quote #SQ005668 for \$4,389.98 from Long & McQuade Musical Instruments

Carried.

## 12. Arena Rental Fees

### 12.1 Group Day Rate Rental Fee

Discussion The club discussed options and prices of daily rental rates for the grounds. There are a few conditions that will need to be considered when renting out the facility. Geoff will put together a rate sheet to be approved at the next meeting.

Considerations include:

- Association vs Community member
- Amount of people
- Arena, concession, rodeo office, saloon.

## 13. Metis Rodeo, Bill McDonald, June 19, 2022

### Metis Rodeo, Bill McDonald, June 19, 2022

Discussion Geoff will discuss this with Billy next week and a decision will be made next meeting. The club is in favor of allowing Bill to host the Metis Rodeo at the grounds. Details will need to be discussed/agreed upon and a contract will need to be drafted.

## 13. Next Meeting

Kale Bromley  
**Motion**

The next meeting is scheduled for March 27, 2022. 7pm



---

President - Geoff Montgomery

---

Secretary - Marquie Bromley



# 2022 Economic Development Week



Celebrate Economic Development Week (EDW) with your community and IEDC!

Economic Development Week gives economic development professionals a platform to showcase to their community the contributions made to their local economy throughout the

year. Utilize IEDC's toolkit to help support your message and increase your impact.

Economic Development Week was created by IEDC in 2016 to increase awareness of local programs that create jobs, advance career development opportunities, and improve the quality of life in communities everywhere. Over the span of three years, more than 450 campaigns have been created throughout the United States and

[ABOUT IEDC](#)[MEMBER CENTER](#)[PROFESSIONAL DEVELOPMENT](#)[EVENTS & SPONSORSHIP](#)[RESOURCES & RESEARCH](#)

officially proclaiming Economic Development Week. Since 2016, technology has opened new doors for creativity, which EDOs have taken advantage of by creating and sharing videos, infographics, banners, and many other types of materials which were spread far and wide on social media, websites, and in print.



# What are the goals of #EconDevWeek?

- **Articulate:** Voice the value of your contributions to your local





- Show and Tell: Emphasize the importance of economic development through tangible examples and peer case studies
- **Amplify:** Spread your message and increase exposure of all the good work your EDO does throughout the year



# Looking for ideas to celebrate Economic



Get involved and take part in the celebration by downloading the **#EDW2021 Toolkit** (2022 Toolkit coming soon) and access:

- Special ways to engage your elected officials
- **Press release and proclamation templates**
- Electronic and print advertising templates
- City, county, and state resolutions templates
- Social media marketing sample promotional messaging
- Event ideas
- **#EconDevWeek Excellence in Economic Development Week Awards details**
- *Championing Economic Development* resources
- And much, much more!

You can also watch our **#EconDevWeek** primer for tips and tricks on how to make your **#EDW2022** the most effective celebration possible.

**Get started now and create awareness for the value that the economic development profession brings to your community.**

**Have questions about #EconDevWeek?** Email Hannah Chertock at [hchertock@iedconline.org](mailto:hchertock@iedconline.org).



ABOUT IEDC

MEMBER CENTER

PROFESSIONAL DEVELOPMENT

EVENTS & SPONSORSHIP

RESOURCES & RESEARCH

## Toolkit

Get involved and take part in the celebration by downloading the 2021 Toolkit.

## Media Assets

Download branding assets including logo files, style guide and social media posts for promotional use.

## Schedule of Events

See our upcoming schedule of events and plan ahead for your Economic Development Week.

About IEDC

Member Center

Professional Development

Events & Sponsorship

Resources & Research

Who We Are

Training Courses Conferences

ED Now



ABOUT IEDC

MEMBER CENTER

PROFESSIONAL DEVELOPMENT

EVENTS & SPONSORSHIP

Week

Staff

Contact Us

FAQs

Content

Member Portal

Certification

Entrepreneurship

Development

Professional

Awards

AEDO

Students &

Young

Professionals

ED Marketplace

RESOURCES & RESEARCH

Economic Development

Journal

Technical

Assistance

Public Policy

Disaster

Recovery

Resources

Economic

Developers

Against Racism



1275 K Street, Suite 300  
Washington, DC 20005-4083

Phone: (202) 223-7800 | Fax:  
(202) 223-4745



Stay Connected

Input field for social media or contact information



**ABOUT IEDC**

**MEMBER CENTER**

**PROFESSIONAL DEVELOPMENT**

**EVENTS & SPONSORSHIP  
NEXT**

**RESOURCES & RESEARCH**

Website by Accrisoft

**Jenna Preston**

---

**From:** Lorne Halisky  
**Sent:** February 1, 2022 4:13 PM  
**To:** Lydia Cielin; Patti Priest; Jenna Preston  
**Subject:** FW: CORRECTION: RhPAP 2022 Conference Date

Hi all, please add this to our February 24<sup>th</sup> Council Meeting Agenda under Correspondence for who can attend – attend...

Thanks  
Lorne

---

**From:** Lorne Halisky <lhalisky@smokylakecounty.ab.ca>  
**Sent:** Tuesday, February 1, 2022 4:06 PM  
**To:** council <council@smokylakecounty.ab.ca>; Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>  
**Subject:** FW: CORRECTION: RhPAP 2022 Conference Date

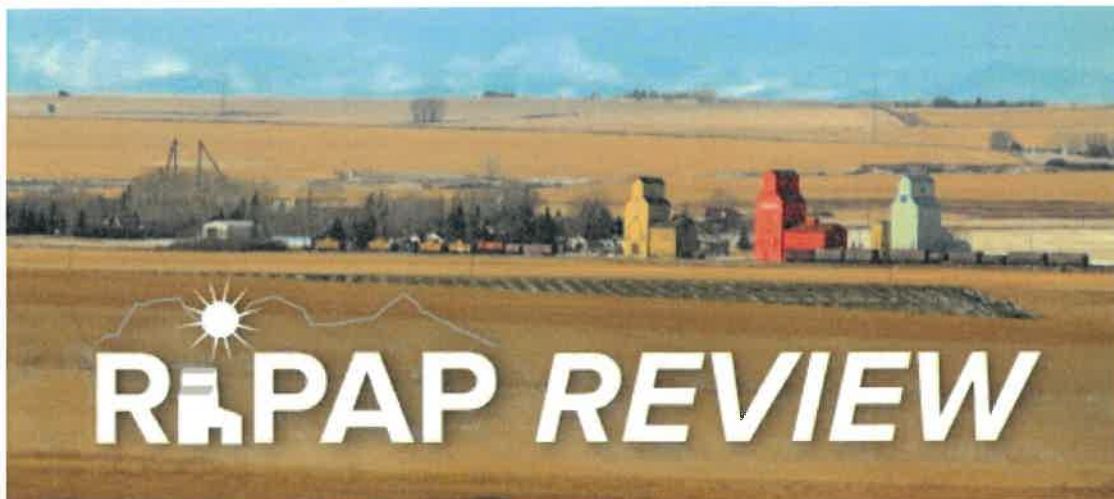
Hi all, fyi... Just in case you don't receive these emails...

Regards  
Lorne

---

**From:** Rural Health Professions Action Plan <[communications@rhpap.ca](mailto:communications@rhpap.ca)>  
**Sent:** Tuesday, February 1, 2022 3:07 PM  
**To:** Lorne Halisky <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)>  
**Subject:** CORRECTION: RhPAP 2022 Conference Date

[View this email in your browser](#)



**Correction notice**

In today's earlier RhPAP Review e-newsletter, an error was made regarding the date in a "Save the Date" notice for the RhPAP Community Health Provider Attraction and Retention Conference. We apologize for the error. The correct date is listed below:



Put on Your  
**Perspectacles**  
Looking through the rural lens

**RhPAP Rural Community Health Provider  
Attraction and Retention Conference**  
Drayton Valley, Alberta  
October 4-6, 2022

*Sharing the latest news from  
Alberta's Rural Health Professions Action Plan*

## **RhPAP announces Tracy Sopkow as Chief Executive Officer**



A rural Alberta native with over two decades of health sector leadership experience has been named Chief Executive Officer of the Alberta Rural Health Professions Action Plan (RhPAP). Dr. Gavin Parker, Chair of the RhPAP Board of Directors, announced that Ms. Tracy Sopkow has accepted the position of Chief Executive Officer, effective March 1, 2022. Visit our [website](#) to read more about this exciting announcement.

[Learn more...](#)

## **RhPAP announces new RESIDE program**





On January 31, Minister of Health, Jason Copping, and RhPAP Board Chair, Dr. Gavin Parker, announced the creation of a new program aimed at attracting and retaining physicians in rural and remote communities in Alberta.

Family medicine resident physicians who are interested in exploring and practising in rural and remote parts of Alberta are eligible to apply during their final year of residency training.

[Click here to learn more about RESIDE](#)

[Read the RESIDE media release](#)



**Nominations for the 2022 Rhapsody Awards are now open!**

# **Are you a medical student planning to practice in rural Alberta?**

For over a decade, RhPAP has supported rural and non-rural medical students and resident physicians who practise in rural Alberta. Through the RhPAP Rural Medical School Awards Program, RhPAP has sponsored more than 150 Alberta medical students on their journey toward rural medicine.



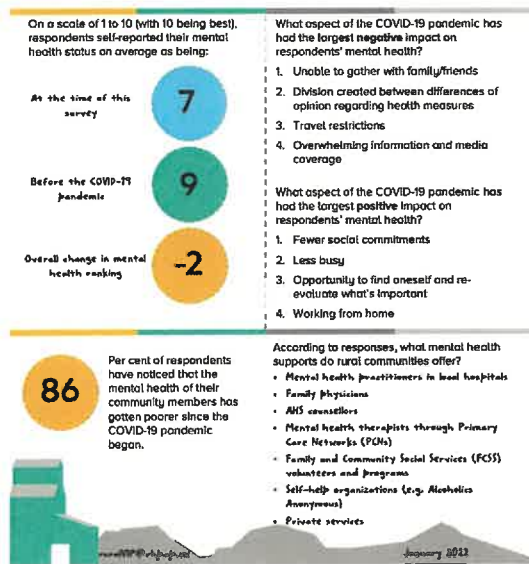
This year, we're looking to assist four more medical students headed toward rural practice. If you are a medical student planning to practise in rural Alberta, consider applying for the RhPAP Rural Medical School Award today.

**Don't hesitate! Apply by Feb. 1, 2022**

# Rural Voice Information Panel



## Rural VIP No. 23: Mental Health during the COVID-19 Pandemic



Rural communities have unique mental health challenges. Research suggests that residents from smaller communities may experience higher mental health stigma than those from larger communities, which may cause them to be less likely to seek help.

For this month's Rural VIP survey, we asked participants about how the ongoing COVID-19 pandemic has affected their and their neighbours' mental health.

**Click here to see this month's Rural VIP as well as past issues**

# Get REAL with RhPAP

Are you a nurse, midwife, nurse practitioner, or allied health professional working in rural Alberta in a primary care network, out-of-scope/non-union position, or independent/private practice?

The REAL Program can help you access continuing professional development and education opportunities to help enhance the health-care services in your community.



[Click here for more information and to apply](#)

## Upcoming webinars

---

### What is RhPAP planning?

- February 17, 2022 - Health Professional Colleges: What they are and what they do?

[Check RhPAP's Events Page for more details and to register](#)

# Rural Health Beat wins national award for communications excellence

In 2021, the International Association of Business Communicators (IABC Canada) recognized RhPAP with a Silver Lead Award of Excellence in Digital Communication Vehicles for the RhPAP Rural Health Beat e-newsletter.

We would like to thank all of those who made this award possible!



## + Missed a Beat?

**RhPAP's**  
**Rural Health Beat**



Read the latest in rural health news  
[Subscribe today!](#)

- [St. Paul kicks off 2022 with new doctors and more to come](#)
- [New St. Paul doctor team connects long before work begins](#)

- [Focusing on the health-care needs of northern children](#)

## Upcoming health-care events

Other dates/sessions to note on your calendar include:

- [Rural Videoconference Series \(U of C\) - Weekly](#)
- [Alberta General Practitioner in Oncology Training Program \(U of C\) - Apply by February 15](#)
- [Confident ECG Interpretation \(Part 1 & 2: U of C\) - March 4 & 11](#)
- [The GI for GPs course \(U of A\) - April 30](#)

RhPAP is proud to provide financial support for Rural Courses and Series offered by the University of Calgary Continuing Medical Education and Professional Development.

[Check RhPAP's Events Page for more details and to register](#)



*Copyright © 2022 Rural Health Professions Action Plan, All rights reserved.  
You are receiving this email because you subscribed to the RhPAP Review.*

**Our mailing address is:**  
Rural Health Professions Action Plan  
Suite 416  
9707-110 Street NW

Edmonton, Alberta T5K 2L9  
Canada

[Add us to your address book](#)

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe from this list](#).





January 31, 2022

Cpl. Roxanne Genereaux  
Acting NCO i/c Smoky Lake Detachment  
Smoky Lake, Alberta

Dear Reeve Lorne Halitsky,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Smoky Lake RCMP Detachment. This report covers the October 1<sup>st</sup> to December 31<sup>st</sup>, 2021 reporting period. As part of our continued commitment to engage with the communities we serve in enhancing service delivery, this report is a key tool to address any questions or concerns you may have.

As we embark on 2022, the safety and security of Albertans remains to be the top priority for the Alberta RCMP. The inclusion of Body Worn Cameras on our front line members supports our long-standing commitment towards enhancing public safety and trust with the communities we serve by increasing the transparency of police interactions with citizens. Later this spring, a number of Body Worn Cameras will be piloted in locations across Alberta to inform the success of the provincial rollout that is aimed to follow in the 2022/23 fiscal year. Front-line officers at detachments in Grande Prairie, Parkland, St. Paul, and Gleichen will take part in the pilot. These locations were strategically chosen given their high volumes of calls and varying line speeds. This pilot will allow us to see how the system performs and make adjustments to ensure it meets our needs before the full roll-out.

We are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, you will be invited to an information session and I will be working with you to develop the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

In addition, the Joint Business Plan is being finalized collaboratively by the Alberta RCMP and the Province of Alberta. The development of this plan has taken into consideration and input from communities as reflected in the Interim Police Advisory Board (PAB) report.





While this broader plan is nearing completion and is reflective of provincial policing priorities – in the coming weeks, detachment commanders will be engaging with communities to identify and discuss local policing priorities as they develop their detachment annual performance plans.

The attached reporting along with your valued feedback and guidance will support the reinforcement of your policing priorities, and help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Roxanne Genereaux  
Acting Detachment Commander  
Smoky Lake RCMP Detachment



## Smoky Lake Provincial Detachment Crime Statistics (Actual) Q3: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	1	1	N/A	0%	0.3
Robbery		0	0	1	0	2	N/A	N/A	0.4
Sexual Assaults		1	3	2	2	5	400%	150%	0.7
Other Sexual Offences		1	0	1	1	2	100%	100%	0.3
Assault		12	21	19	23	16	33%	-30%	1.0
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		1	1	1	3	5	400%	67%	1.0
Uttering Threats		11	6	12	14	9	-18%	-36%	0.4
<b>TOTAL PERSONS</b>		<b>26</b>	<b>31</b>	<b>36</b>	<b>45</b>	<b>41</b>	<b>58%</b>	<b>-9%</b>	<b>4.4</b>
Break & Enter		15	29	52	17	17	13%	0%	-0.8
Theft of Motor Vehicle		11	15	25	9	11	0%	22%	-0.6
Theft Over \$5,000		3	2	5	0	2	-33%	N/A	-0.4
Theft Under \$5,000		16	20	28	20	17	6%	-15%	0.2
Possn Stn Goods		4	15	16	11	11	175%	0%	1.0
Fraud		16	11	12	4	7	-56%	75%	-2.5
Arson		1	7	2	0	1	0%	N/A	-0.7
Mischief - Damage To Property		0	0	29	18	20	N/A	11%	5.8
Mischief - Other		23	22	4	5	6	-74%	20%	-5.1
<b>TOTAL PROPERTY</b>		<b>89</b>	<b>121</b>	<b>173</b>	<b>84</b>	<b>92</b>	<b>3%</b>	<b>10%</b>	<b>-3.1</b>
Offensive Weapons		4	3	2	4	2	-50%	-50%	-0.3
Disturbing the peace		6	5	7	0	5	-17%	N/A	-0.7
Fail to Comply & Breaches		11	15	25	24	16	45%	-33%	1.9
<b>OTHER CRIMINAL CODE</b>		<b>3</b>	<b>5</b>	<b>7</b>	<b>4</b>	<b>11</b>	<b>267%</b>	<b>175%</b>	<b>1.5</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>24</b>	<b>28</b>	<b>41</b>	<b>32</b>	<b>34</b>	<b>42%</b>	<b>6%</b>	<b>2.4</b>
<b>TOTAL CRIMINAL CODE</b>		<b>139</b>	<b>180</b>	<b>250</b>	<b>161</b>	<b>167</b>	<b>20%</b>	<b>4%</b>	<b>3.7</b>

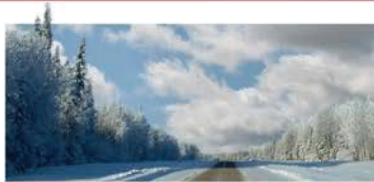


## Smoky Lake Provincial Detachment Crime Statistics (Actual) Q3: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Possession		1	1	2	0	0	-100%	N/A	-0.3
Drug Enforcement - Trafficking		3	0	5	0	1	-67%	N/A	-0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>5</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>1</b>	<b>-80%</b>	<b>N/A</b>	<b>-0.9</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	0	1	1	N/A	0%	0.2
<b>TOTAL FEDERAL</b>		<b>5</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>-60%</b>	<b>100%</b>	<b>-0.7</b>
Liquor Act		2	0	1	2	0	-100%	-100%	-0.2
Cannabis Act		0	2	4	1	0	N/A	-100%	-0.1
Mental Health Act		9	16	7	13	10	11%	-23%	-0.1
Other Provincial Stats		19	22	24	24	21	11%	-13%	0.6
<b>Total Provincial Stats</b>		<b>30</b>	<b>40</b>	<b>36</b>	<b>40</b>	<b>31</b>	<b>3%</b>	<b>-23%</b>	<b>0.2</b>
Municipal By-laws Traffic		0	0	0	0	1	N/A	N/A	0.2
Municipal By-laws		0	2	3	6	2	N/A	-67%	0.8
<b>Total Municipal</b>		<b>0</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>N/A</b>	<b>-50%</b>	<b>1.0</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		6	4	5	1	3	-50%	200%	-0.9
Property Damage MVC (Reportable)		68	63	58	44	57	-16%	30%	-4.1
Property Damage MVC (Non Reportable)		9	5	13	8	5	-44%	-38%	-0.5
<b>TOTAL MVC</b>		<b>83</b>	<b>72</b>	<b>76</b>	<b>53</b>	<b>65</b>	<b>-22%</b>	<b>23%</b>	<b>-5.5</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	2	0	N/A	-100%	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>95</b>	<b>622</b>	<b>580</b>	<b>262</b>	<b>241</b>	<b>154%</b>	<b>-8%</b>	<b>-6.8</b>
<b>Other Traffic</b>		<b>1</b>	<b>1</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>300%</b>	<b>0%</b>	<b>0.9</b>
<b>Criminal Code Traffic</b>		<b>18</b>	<b>18</b>	<b>18</b>	<b>13</b>	<b>2</b>	<b>-89%</b>	<b>-85%</b>	<b>-3.7</b>
<b>Common Police Activities</b>									
False Alarms		19	8	16	9	6	-68%	-33%	-2.5
False/Abandoned 911 Call and 911 Act		18	17	18	13	26	44%	100%	1.2
Suspicious Person/Vehicle/Property		14	58	48	48	27	93%	-44%	1.6
Persons Reported Missing		4	4	2	0	3	-25%	N/A	-0.6
Search Warrants		0	0	1	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		8	17	7	14	18	125%	29%	1.7
Form 10 (MHA) (Reported)		0	0	0	2	0	N/A	-100%	0.2

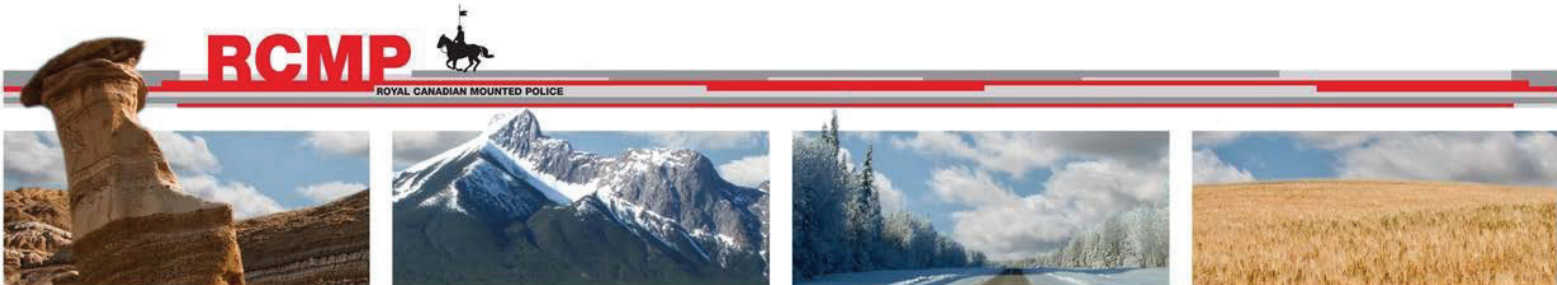


## RCMP Provincial Policing Report

<b>Detachment</b>	Smoky Lake Provincial- County of Smoky Lake
<b>Detachment Commander</b>	Cpl. Roxanne Genereaux
<b>Quarter</b>	Q3 2021
<b>Date of Report</b>	2022-01-27

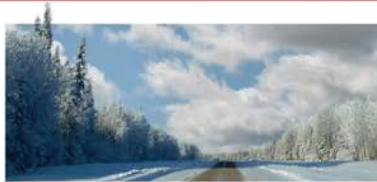
### Community Consultations

Date	Attendee(s)	Notes
2021-10-20	Media	Media Release completed
2021-10-20	County of Smoky Lake Council	2nd Quarter Police Report sent out.
2021-10-26	Media	Media Release Completed
2021-11-10	County of Smoky Lake staff	Attended to introduce self as new Acting Detachment Commander. No issues/concerns raised.
2021-12-31	Media	Media Release Completed



## Community Priorities

<p><b>Priority 1</b></p>	<p>Crime Reduction- Prevent and Reduce Property Crimes</p>
<p><b>Current Status &amp; Results</b></p>	<p>Measure #1: Hot Spot Patrols: 148 Hot Spot Patrols conducted. 366 have been conducted year-to-date.</p> <p>Measure #2: Conduct 2 targeted property theft projects, using RCMP owned property: The first targeted project was conducted during the month of December. Unfortunately, there were no attempted thefts of the property set out. The extreme cold temperatures likely had a direct impact on the lack of success with the project. The detachment will continue to plan for a second project once the weather warms up.</p> <p>Measure#3: Warrant Round Up Initiatives: Outstanding warrant list reviewed and updated based on residency. There are currently only 5 individuals on warrant within the Smoky Lake RCMP Detachment area. Efforts continue to locate and execute these warrants.</p>
<p><b>Priority 2</b></p>	<p>Visibility and Enforcement in the Community</p>
<p><b>Current Status &amp; Results</b></p>	<p>Measure #1: Increase Number of Organized Joint Forces Checkstops: 3 Conducted; 11 year-to-date.</p> <p>Measure #2: Increase Number of Violation Tickets Issued: 14 Violation Tickets. 66 tickets issued year-to-date.</p>
<p><b>Priority 3</b></p>	<p>Enhance Public Confidence and Engagement- Consultations and Connections</p>
<p><b>Current Status &amp; Results</b></p>	<p>Measure #1: Community Consultations/Town Hall Meetings: Planning for a second Virtual Town Hall Meeting is underway for the end of February.</p> <p>Measure #2: Community Engagement through Media (1 each month): 3 media releases have been completed; 9 year-to-date.</p> <p>Measure #3: Organized Community Events: Positive Ticketing Campaign with the Town of Smoky Lake was completed in the first quarter.</p> <p>Smoky Lake members participated in Halloween festivities, with a member dressed up as the safety bear mascot and members were handing out candy, while patrolling and ensuring community members and children's safety.</p>



The anticipated "Touch-A-Truck" with various emergency agencies was not possible during the second and third quarters due to Covid restrictions of in person gatherings. This event will be carried out as soon as restrictions allow. Most community events have been canceled or postponed for the same reasons. Options for a restriction friendly community event are being explored.



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2020	2021	% Change Year-over-Year	2020	2021	% Change Year-over-Year
<b>Total Criminal Code</b>	161	167	4%	593	567	-4%
<i>Persons Crime</i>	45	41	-9%	130	161	24%
<i>Property Crime</i>	84	92	10%	335	285	-15%
<i>Other Criminal Code</i>	32	34	6%	128	121	-5%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	13	2	-85%	85	36	-58%
<i>Provincial Code Traffic</i>	262	241	-8%	1,516	1,338	-12%
<i>Other Traffic</i>	4	4	0%	13	13	0%
<b>CDSA Offences</b>	0	1	N/A	9	13	44%
<b>Other Federal Acts</b>	1	2	100%	10	17	70%
<b>Other Provincial Acts</b>	40	31	-23%	185	135	-27%
<b>Municipal By-Laws</b>	6	3	-50%	19	18	-5%
<b>Motor Vehicle Collisions</b>	53	65	23%	183	194	6%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

Property Crime has risen 10% this quarter in comparison to the same quarter last year. However, when looking at the year to year comparison, we see that property crime has gone down 15% since last year. This is believed to be a result of targeted patrols by our members, of the identified local crime hot spots.

As it pertains to Traffic related offences, we see a significant decrease in Criminal Code and Provincial Code offences. There are a couple of reasons for this. First, is a result of the current pandemic related restrictions, and the request to decrease in person contacts in an effort to keep our members safe and healthy. The second, is a result of junior membership and a lack of essential training. During the pandemic, most training has been postponed, for the same reasons, of minimizing in person contact in order to maintain our resources. It is a priority to have these junior members trained as soon as training is able to be resumed, so that they can effectively conduct traffic related enforcement.

Persons crimes for this quarter has gone down 9%, compared to the same quarter last year. However, when looking at the year to year comparison from last year, we see a 24% increase.



## Provincial Police Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	5	5	1	0
Detachment Support	2	2	0	0

<sup>2</sup> Data extracted on December 31st, 2021 and is subject to change over time.

<sup>3</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup> Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

## Comments

Police Officers - Of the 5 established positions, 5 officers are currently working with 1 on Medical Leave. That position is being backfilled to ensure adequate coverage.

Detachment Support - The 2 established support positions are currently filled.

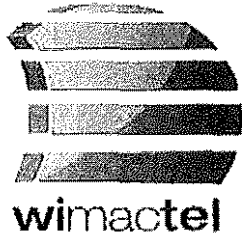
## Quarterly Financial Drivers

Some overtime costs were incurred this quarter due to a member injury while on duty. This member was off duty for a minimal amount of time and has now recovered and is back to full duty.

There were also some pandemic related temporary absences, however, all are now back to full duty.

We are also not anticipating any transfers for any of our front line constables, which will greatly assist with getting our more junior members trained and mentored by the more experience members.





6.4

WiMacTel Canada Inc.  
#200A, 6420 – 6A Street SE,  
Calgary, Alberta  
T2H 2B7  
1-800-820-4680

Date: January 24, 2022

**ATTN: Mayor Leroy Kuniyk**  
c/o, Vilna AB  
PO Box 10  
T0A 3L0

**RE: REMOVAL OF TELUS PAYPHONE(S) AT Garner Lake Campground, Vilna AB.**

**Dear: Mayor Leroy Kuniyk**

As an agent acting on behalf of TELUS Communications Inc., WiMacTel sends this communication to you, in compliance with CRTC decision 2004-47 Sections 56 to 66, to provide notice that the last payphone in Vilna will be removed on or after April 5, 2022. This is due to the decline in usage.

Notification of the removal has been posted on the payphone located at Garner Lake Campground. We request that you post this notice in your local newspaper or newsletter. Please contact WiMacTel Canada Inc., at 1-844-825-8481 with any questions you may have about these removals.

If you still require a public phone to be available in your community after the above date, we recommend reaching out to TELUS Business Solutions to discuss purchase and installation of a business phone and line or discuss alternative solutions. The Business Wireline team of TELUS Business Solutions can be reached at 1-877-352-0898.

Regards,

Andy Rasimas  
WiMacTel Canada Inc.  
On Behalf of TELUS Communications

# CELEBRATING 50 YEARS

April 2<sup>nd</sup>, 1972 was the day that my Dad, Ernie Brousseau opened the OLD FASHIONED BREAD BAKERY CO LTD. right here in Smoky Lake. Both my parents worked long hours and still managed to raise a family of four girls. In 2006 my Mom, Berangere asked if I would buy her shares of the Bakery so she could pursue her dream of opening a Bed and Breakfast, which I did. I did so because I felt the need to keep the Bakery in the family and ensure its success.

On Saturday April 2<sup>nd</sup>, 2022 it will mark 50 YEARS that the Bakery has been in Smoky Lake and my family. I would like to celebrate this milestone with this community, family, friends and businesses. I am planning on hosting a BBQ that day including coffee, cake and donuts. I feel that my customers, the Town of Smoky Lake, County of Smoky Lake and businesses should be recognized for their continued support throughout the years that allowed us to make it to 50 wonderful years.

Thank you for your support,

Renee Cherniwchan

RECEIVED  
FEB 02 2022  
SMOKY LAKE COUNTY

SMOKY LAKE COUNTY  
FEB 02 2022  
RECEIVED

ISSUE

"Certificate of Recognition"

---

**From:** Lorne Halisky  
**Sent:** February 14, 2022 5:13 PM  
**To:** requests; Lydia Cielin; Patti Priest; Jenna Preston  
**Subject:** Fwd: 2022 Minister's Awards for Municipal and Public Library Excellence

Hi Jenna, please add this to the February 24th Council Meeting Agenda under correspondence because the application submission deadline is March 31st...

Thanks, have a great safe/healthy week!  
Lorne

Get [Outlook for Android](#)

---

**From:** municipalservicesandlegislation@gov.ab.ca <municipalservicesandlegislation@gov.ab.ca>  
**Sent:** Monday, February 14, 2022, 3:19 p.m.  
**To:** Lorne Halisky  
**Subject:** 2022 Minister's Awards for Municipal and Public Library Excellence

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2022 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services, and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

For 2022, we are bringing together two of my ministry's recognition programs under one umbrella. This broader program will recognize innovation and excellence by both municipalities and library boards. Award submissions will continue to be evaluated by your peers and colleagues in the field, and winning initiatives will be highlighted in future communications.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – The award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – The award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (e.g., lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – The award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination, and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to library boards serving a population over 10,000)** – The award will be given for a library service initiative that demonstrates excellence and/or innovation. The initiative should demonstrate responsiveness to community needs and provide direct benefit to the public.

- **Public Library Services (open to library boards serving a population under 10,000)** – The two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community needs and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – The award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – The award will be given for an innovative initiative that improves – or presents a new approach to – how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – The award will be given for a municipal initiative that demonstrates leadership, resourcefulness, or innovation to better the community.

Further details about eligibility and submission requirements are available at [www.alberta.ca/ministers-awards-municipal-public-library-excellence.aspx](http://www.alberta.ca/ministers-awards-municipal-public-library-excellence.aspx)

Questions about the program from municipalities can be sent to [municipalexcellence@gov.ab.ca](mailto:municipalexcellence@gov.ab.ca) or program advisors can be reached at 780-427-2225 (toll free by first dialing 310-0000).

Questions about the program from library boards can be sent to [libraries@gov.ab.ca](mailto:libraries@gov.ab.ca) or program advisors can be reached at 780-427-4871 (toll free by first dialing 310-0000).

The deadline for submission is **March 31, 2022**.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities.

Sincerely,

Ric McIver  
Minister

**Jenna Preston**

---

**From:** Evonne Zukiwski  
**Sent:** February 11, 2022 10:48 AM  
**To:** Jenna Preston  
**Subject:** FW: ALBERTA/ NWT COMMAND -ROYAL CANADIAN LEGION - MILITARY SERVICE RECOGNITION BOOK  
**Attachments:** Ratesheet.pdf

---

**From:** John Richards <jrichards@campaign-office.com>  
**Sent:** February 9, 2022 10:47 AM  
**To:** Evonne Zukiwski <ezukiwski@smokylakecounty.ab.ca>  
**Subject:** ALBERTA/ NWT COMMAND -ROYAL CANADIAN LEGION - MILITARY SERVICE RECOGNITION BOOK

Hello Yvonne & Council

Here is the information you have requested regarding our 15th Annual Military Service Recognition Book.

This annual publication recognizes those brave individuals who sacrificed so much for the freedoms that we enjoy today. Thousands of copies will be distributed free of charge to all Legion Branches and advertisers, select schools and libraries, and will be available on-line for anyone to view or print.

We are profoundly indebted to our Veterans. Their extraordinary service and commitment have afforded us the rights and freedoms that are merely a dream to millions of people around the globe.

The Royal Canadian Legion has honoured these deserving citizens with unwavering support. The Military Service Recognition Book is a fitting tribute to our Veterans and will be an invaluable resource to our young people, whose pride and character will be enhanced by learning about the very important role played by our Veterans, the Royal Canadian Legion, and the contributions of its members and supporters. Past copies can be viewed online by clicking here: [books](#)

We would sincerely appreciate and honoured to have **COUNTY OF SMOKY LAKE** to support and show appreciation for our Veterans by purchasing the **BUSINESS CARD COLOR AD FOR \$375 AGAIN** in our next edition.

Here is a copy of your business card color ad from the very last book printed to review.



If you require any additional information, please reply to this email or phone me at our toll-free number below.

Thank you again for your consideration.

Respectfully,

*John Richards*

Advertising Rep/Military Service Recognition Book

Alberta / NWT Command - Royal Canadian Legion  
Campaign Office 1-888-404-1877



This e-mail and any attachment(s) is for authorized use by the intended recipient(s) only. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or any other use of this message and any attachments is strictly prohibited. If you are not the intended recipient, please notify the sender immediately and delete this e-mail and any attachment(s). Thank you.



**Alberta-Northwest Territories Command  
The Royal Canadian Legion**

***“Military Service Recognition Book”***

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion**, representing **Veterans** in Alberta and the NWT. Please accept this written request for your support, as per our recent telephone conversation.

The **Alberta-NWT Command** is very proud to be printing another **5,000 copies** of our 15<sup>th</sup> Annual **“Military Service Recognition Book”** that helps recognize and honour many of our brave Veterans who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and also help our Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada’s largest “Community Service” organizations and we are an integral part of all the communities we serve. This project ensures the Legion’s continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and or support.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Mahon", with a horizontal line extending to the right.

John Mahon  
President



**Alberta-Northwest Territory Command  
The Royal Canadian Legion**

***“Military Service Recognition Book”***

**Advertising Prices**

<u>Ad Size</u>	<u>Cost</u>		<u>GST</u>		<u>Total</u>
Full Colour Outside Back Cover	\$2,523.81	+	\$126.19	=	\$2,650.00
Inside Front/Back Cover (Full Colour)	\$2,195.24	+	\$109.76	=	\$2,305.00
Full Colour 2 Page Spread	\$3,509.52	+	\$175.48	=	\$3,685.00
Full Page (Full Colour)	\$1,752.38	+	\$87.62	=	\$1,840.00
Full Page	\$1,314.29	+	\$65.71	=	\$1,380.00
½ Page (Full Colour)	\$985.71	+	\$49.29	=	\$1,035.00
½ Page	\$766.67	+	\$38.33	=	\$805.00
¼ Page (Full Colour)	\$595.24	+	\$29.76	=	\$625.00
¼ Page	\$485.71	+	\$24.29	=	\$510.00
1/10 Page (Full Colour)	\$357.14	+	\$17.86	=	\$375.00
1/10 Page (Business Card)	\$300.00	+	\$15.00	=	\$315.00

**G.S.T. Registration # R12 397 0410**

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year’s publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta-NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:  
**Alberta-NWT Command  
 The Royal Canadian Legion  
 (AB-NWT RCL)  
 (Campaign Office)  
 P O Box 2275, Stn. M  
 Calgary, AB T2P 2M6**





**Jenna Preston**

---

**From:** Lydia Cielin  
**Sent:** February 15, 2022 8:35 AM  
**To:** Jenna Preston  
**Subject:** FW: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

**From:** Lorne Halisky <lhalisky@smokylakecounty.ab.ca>  
**Sent:** February 14, 2022 1:42 PM  
**To:** Jered Serben <jserben@smokylakecounty.ab.ca>; Gene Sobolewski <cao@smokylakecounty.ab.ca>  
**Cc:** council <council@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Michelle Wright <cedo@smokylakeregion.ca>; Evonne Zukiwski <ezukiwski@smokylakecounty.ab.ca>  
**Subject:** Re: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

Yeah I noticed that... There are many factors that play a role in getting these numbers because I know we sold a lot of properties in the County??

Get [Outlook for Android](#)

---

**From:** Gene Sobolewski <cao@smokylakecounty.ab.ca>  
**Sent:** Monday, February 14, 2022 1:35:49 PM  
**To:** Lorne Halisky <lhalisky@smokylakecounty.ab.ca>; Jered Serben <jserben@smokylakecounty.ab.ca>  
**Cc:** council <council@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Michelle Wright <cedo@smokylakeregion.ca>; Evonne Zukiwski <ezukiwski@smokylakecounty.ab.ca>  
**Subject:** RE: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

According to the census, the County saw a population decline by 5.7%.

Smoky Lake County, Municipal district (MD) ⓘ  
Alberta  
[Census subdivision]

Counts

Characteristic	Total
<b>Population and dwellings</b>	
Population, 2021 <sup>1</sup>	3,874
Population, 2016 <sup>1</sup>	4,107
Population percentage change, 2016 to 2021	- 5.7
Total private dwellings <sup>2</sup>	1,913
Private dwellings occupied by usual residents <sup>3</sup>	1,500
Population density per square kilometre	1.1
Land area in square kilometres	3,396.29

Gene

**From:** Lorne Halisky <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)>

**Sent:** February 14, 2022 1:02 PM

**To:** Jered Serben <[jserben@smokylakecounty.ab.ca](mailto:jserben@smokylakecounty.ab.ca)>

**Cc:** council <[council@smokylakecounty.ab.ca](mailto:council@smokylakecounty.ab.ca)>; Gene Sobolewski <[cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)>; Lydia Cielin <[lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca)>; Michelle Wright <[cedo@smokylakeregion.ca](mailto:cedo@smokylakeregion.ca)>; Evonne Zukowski <[ezukiwski@smokylakecounty.ab.ca](mailto:ezukiwski@smokylakecounty.ab.ca)>

**Subject:** Re: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

I believe it will or already has been?

Get [Outlook for Android](#)

---

**From:** Jered Serben <[jserben@smokylakecounty.ab.ca](mailto:jserben@smokylakecounty.ab.ca)>

**Sent:** Monday, February 14, 2022 12:57:40 PM

**To:** Lorne Halisky <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)>

**Cc:** council <[council@smokylakecounty.ab.ca](mailto:council@smokylakecounty.ab.ca)>; Gene Sobolewski <[cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)>; Lydia Cielin <[lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca)>; Michelle Wright <[cedo@smokylakeregion.ca](mailto:cedo@smokylakeregion.ca)>

**Subject:** Re: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

Will this information be shared through social media, website, etc.?

Jered

Sent from my iPhone

On Feb 14, 2022, at 12:13 PM, Lorne Halisky <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)> wrote:

**Jenna Preston**

---

**From:** Lydia Cielin  
**Sent:** February 16, 2022 10:32 AM  
**To:** Jenna Preston  
**Subject:** FW: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

Agenda: #6  
Town of Smoky Lake: 2021 Census  
Recommendation: Acknowledge Receipt

**From:** Lorne Halisky <lhalisky@smokylakecounty.ab.ca>  
**Sent:** February-14-22 12:13 PM  
**To:** council <council@smokylakecounty.ab.ca>; Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Michelle Wright <cedo@smokylakeregion.ca>  
**Subject:** Fwd: Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

Hi all, fyi... Town of Smoky Lake is ranked 5th fastest population growing town in Alberta...

Regards  
Lorne

Get [Outlook for Android](#)

---

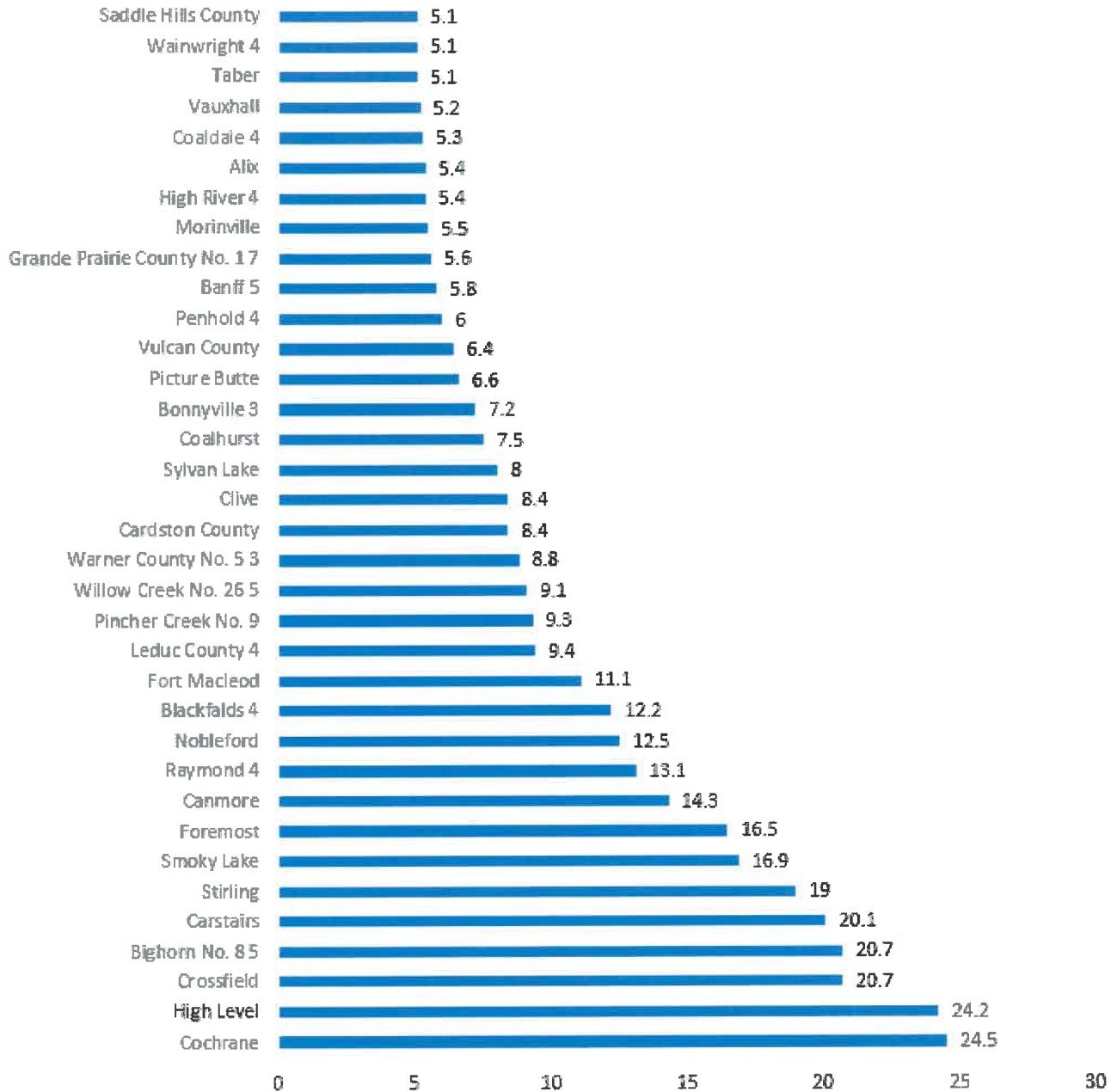
**From:** Executive Director <[ExecutiveDirector@albertahub.com](mailto:ExecutiveDirector@albertahub.com)>  
**Sent:** Saturday, February 12, 2022, 2:37 p.m.  
**To:** Executive Director  
**Subject:** Alberta HUB Smoky Lake 5th fastest growing Town in the province of Alberta based on Census 2021

This past week the first data set from the Federal Census 2021 was released which included Population. Alberta HUB would like to acknowledge and congratulate the town of Smoky Lake who came in as the 5<sup>th</sup> fastest growing town in Alberta. To see an increase of 163 residents is no small feat for a town the Size of Smoky Lake.....

**Smoky Lake 5<sup>th</sup> fastest growing Town in the province of Alberta based on Census 2021**

1.	Cochrane	T	Alta.	32,199	25,853	24.5
2.	High Level	T	Alta.	3,922	3,159	24.2
3.	Crossfield	T	Alta.	3,599	2,983	20.7
4.	Carstairs	T	Alta.	4,898	4,077	20.1
5.	Smoky Lake	T	Alta.	1,127	964	16.9

## Population percentage change, 2016 to 2021



Take care  
 Bob Bezpalko  
 Executive Director  
 Cell 780 614 3715  
[www.albertahub.com](http://www.albertahub.com)



## Monthly Release of Information



### FEBRUARY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
		1	2	3	4	5	<p><b>R04-22:</b> Paul McLauchlin, President, Rural Municipalities of Alberta – Re: Advocacy efforts with the Alberta Energy Regulator (AER). / Letter from RMA to Laurie Pushor, President and Chief Executive Officer Alberta Energy Regulator – Re: RMA concern with AER’s comments regarding Bill 77 <b>AND</b> Implementation of changes to Directive 067. <b>F</b></p> <p><b>R05-22:</b> Aspen View Board Highlights –February 3, 2022. <b>F</b></p> <p><b>R06-22:</b> LICA Update: 2021 Overview of the Riparian Web Portal. <b>F</b></p>
6	7	8	9	10	11 <b>R04-22</b>	12	
13	14	15	16	17 <b>R05-22</b>	18 <b>R06-22</b>	19	
20	21	22	23	24	25	26	
27	28						



Thank you for your generous  
sponsorship, I greatly appreciate  
your continued support.

With just a little over a month  
to the Para Olympics,  
this will help in my final  
preparations with equipment  
and training.

**VERY  
MUCH**

I am very happy to be  
representing Canada and  
our County of Smoky Lake  
in Beijing.

Derek Zastolinsky

## Jenna Preston

---

**From:** Dan Gawalko  
**Sent:** February 15, 2022 11:42 AM  
**To:** Jenna Preston  
**Subject:** Fwd: Snow Removal

Can you put this in our council pkg thank you

Sent from my iPhone

Begin forwarded message:

**From:** Dan Gawalko <dgawalko@smokylakecounty.ab.ca>  
**Date:** February 15, 2022 at 11:39:11 AM MST  
**To:** Doug Ponich <dponich@smokylakecounty.ab.ca>, council <council@smokylakecounty.ab.ca>, Lydia Cielin <cielin@smokylakecounty.ab.ca>, Patti Priest <patti.priest@smokylakecounty.ab.ca>  
**Subject:** Fwd: Snow Removal

Sent from my iPhone

Begin forwarded message:

**From:** Charlie Leskiw <cleskiw20@gmail.com>  
**Date:** February 15, 2022 at 10:58:39 AM MST  
**To:** Dan Gawalko <dgawalko@smokylakecounty.ab.ca>  
**Subject:** Snow Removal

Hi, Danny,

A huge thank you to Smoky Lake County for pushing the heavy snow off our parking lot and driveway. Thanks to Will for doing an excellent job. We appreciate it very much.

Charlie Leskiw  
Vilna Ag Society

Sent from my iPhone

On Jan 4, 2022, at 7:02 PM, Dan Gawalko <[dgawalko@smokylakecounty.ab.ca](mailto:dgawalko@smokylakecounty.ab.ca)> wrote:

Sent from my iPhone

Begin forwarded message:

**From:** Lorne Halisky <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)>  
**Date:** January 4, 2022 at 1:08:36 PM MST