

## SMOKY LAKE COUNTY

**A G E N D A:** County Council Meeting to be held on  
Thursday, **June 23, 2022** at 9:00 A.M.  
Virtual through Zoom Platform

Meeting ID: 849 3515 0480 Passcode: 326503

<https://us02web.zoom.us/j/84935150480?pwd=S0dMTlZLVjFxd0pkYm5XMVYvc2c5Zz09>

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

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### 1. Meeting:

Call to Order

### 2. Agenda:

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

### 3. Minutes:

1. Minutes of May 13, 2022- **County Council Budget Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of May 24, 2022 –**County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of May 26, 2022 - **County Council Meeting.** ©

Recommendation: Motion to Adopt.

4. Minutes of June 8, 2022 - **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt

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

- 4.1 **Bylaw No. 1410-22:** Amending Smoky Lake County Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20. © (*Deferred from May 26, 2022 Council meeting*)
- 4.2 Regional Engineering and Development Standards – Addendum and Update. ©
- 4.3 **Bylaw No.1414-22:** Community Economic Development Officer. ©
- 4.4 **Bylaw No. 1418-22:** Borrowing Bylaw. ©
- 4.5 Bylaw Enforcement Officer Services: Contract Extension. ©
- 4.6 Joint Use Planning Agreements (JUPAs). ©
- 4.7 ALL-NET Service Tracker. ©
- 4.8 **Policy Statement No. 61-06-02:** Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference. ©
- 4.9 **Policy Statement No. 03-35-12:** Snow Clearing. ©

**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: *To be handed out at meeting*

5.1.2 Financial Statement for the months of: **February 2022.** ©

5.1.3 Action List:

- i. County Council Budget Meeting – May 13, 2022. ©
- ii. County Council Departmental Meeting – May 24, 2022. ©
- iii. County Council Meeting – May 26, 2022. ©
- iv. County Council Committee of the Whole Meeting – June 8, 2022. ©

5.2 Municipal Finance:

5.2.1 Monthly Report. ©

5.2.2 Actual to Budget Review. ©

5.2.3 Accounts Receivable Aging Report. *(for Councillor's information).* ©

5.2.4 Cheques Register. *(for Councillor's information).* ©

5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions

5.3.1 Division One.

5.3.2 Division Two. ©

5.3.3 Division Three.

5.3.4 Division Four. - **Reeve.**

5.3.5 Division Five.

5.3.6 Additional Documentation: Committees, Boards and Commissions.

**Doctor Recruitment and Retention Committee**

- a. Rural Community Health Provider Attraction and Retention Conference – Early Bird Registration Draw: Alberta Backyard Treasure Basket request for donations. ©

**Recommendation:** Donate – value?

**Smoky Lake Regional Heritage Board:**

b. Minutes: March 18, 2022. ©

c. Action Tracking Table. ©

**6. Correspondence:**

1. Victoria Home Guard Historical Society 2021 Reports and Annual General Meeting – March 14, 2022. ©

Recommendation: Acknowledge receipt.

2. Shannon Stubbs, M.P., Shadow Minister for Rural Economic Development and Rural Broadband Strategy- Lakeland, Damien C. Kurek, M.P., Deputy Shadow Minister for Rural Economic Development and Rural Broadband Strategy – Battle River-Crowfoot dated June 2022 – Re: Requesting town hall regarding lack of support from Federal government for smaller municipalities. ©

Recommendation: Council to provide the three most important issues impacting the County's economic development

3. Melinda Kaminsky, President, Jackie Mason, Vice President, Warspite Community Hall Association, dated June 2022- Re: Request to waive interest charges on gas bill. ©

Recommendation: As per discussion with Council.

4. 2022 Regional Parades:

**Vilna:** August 20, 2022

**Waskatenau:** August 14, 2022

**Smoky Lake:** July 30, 2022 – With the them: “We Love Ukraine”

Recommendation: County participate in the Village of Vilna, Village of Waskatenau and the Town of Smoky Lake Parades and proceed to prepare a float.

5. Lisa Huskins MScOT, CFCE, CMAc, Ergonomic Evaluation Specialist, Leading Edge Physiotherapy, dated June 2022 – Re: Ergonomic Evaluation Report for May 19, 2022. ©

Recommendation: That larger purchases recommended under the 2022 Ergonomics Assessment be considered as part of the 2022/23 Budget process.  
*Note: Assessment came in 41% below budget.*

6. 2022 Innotech Alberta Vegreville Hemp Field Day – July 21, 2022. ©

Recommendation: Who can attend – attend.

7. Municipal Affairs – Smoky Lake County Population. ©

Recommendation: Acknowledge the County’s calculated population for Year-2021 is 2,517, as a result of using the same methodology used by Municipal Affairs, based on the Statistics Canada’s 2021 Census.

## **7. Delegation(s):**

1. Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School @ **1:00 p.m.(Virtually)** – Re: Invite from Council regarding letter from previous Council meeting – LiveDifferent Charity.

## **8. Executive Session:**

1. Personnel Issue: under the authority of the FOIP Act Section 27: Privileged Information and Section 24: Advice from Officials, in regard to the Organizational Chart Salary Range Review.

## **9. Information Release:**

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

## **10. Bills and Accounts:**

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

## **12. Adjournment**

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget Meeting** held on Friday, **May 13, 2022** starting at 1:08 P.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

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

			<b>ATTENDANCE</b>
			<u>Friday, May 13, 2022</u>
<u>Div. No.</u>	<u>Councillor(s)</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	Present in Chambers	
CAO	Gene Sobolewski	Present in Chambers	
Asst. CAO	Lydia Cielin	Virtually Present @1:23pm	
Finance Manager	Brenda Adamson	Present in Chambers	
Legislative Svcs/R.S.	Patti Priest	Virtually Present	

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Members of Administrative Staff in attendance:

Trevor Tychkowsky – Safety Officer	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Virtually Present
Kyle Schole, Planning Technician	Virtually Present
Carleigh Danyluk – Ag. Fieldman	Virtually Present
Carole Dowhaniuk – GIS Operator	Virtually Present @1:18pm
Dave Franchuk – Env. & Parks Manager	Virtually Present @1:18pm
Daniel Moric –Natural Gas Manager	Virtually Present

No Members of the Media were in attendance.  
No Members of the Public were in attendance.

**2. Agenda:**

696-22: Cere

That the Smoky Lake County Council Budget Meeting Agenda for Friday, May 13, 2022 be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

Dave Franchuk, Environment & Parks Manager, virtually joined the meeting, time 1:18 p.m.

Carole Dowhaniuk, GIS Operator, virtually joined the meeting, time 1:18 p.m.

**4. Request for Decision:**

**2022 Tax Rate**

MILL RATES	RESIDENTIAL		FARMLAND		NON RESIDENTIAL		MACHINERY AND EQUIPMENT	
	2022	2021	2022	2021	2022	2021	2022	2021
MUNICIPAL	5.7753	5.7753	12.8753	12.8753	21.9292	21.5492	21.9292	21.5492
<b>Municipal Rates</b> <small>increase</small>	<b>5.7753</b> <small>0</small>	<b>5.7753</b> <small>0</small>	<b>12.8753</b> <small>0</small>	<b>12.8753</b> <small>0</small>	<b>21.9292</b> <small>0.38</small>	<b>21.5492</b> <small>0.38</small>	<b>21.9292</b> <small>0.38</small>	<b>21.5492</b> <small>0.38</small>
EDUCATION	2.6213	2.4951	2.6213	2.4951	3.8847	3.871		
SENIORS FOUNDATION	0.7224	0.6752	0.7224	0.6752	0.7224	0.6752	0.7224	0.6752
<b>Total Rates</b>	<b>9.119</b>	<b>8.9456</b>	<b>16.219</b>	<b>16.0456</b>	<b>26.5363</b>	<b>26.0954</b>	<b>22.6516</b>	<b>22.2244</b>
<b>INCREASE</b>		0.1734		0.1734		0.4409		0.4272

**Bylaw No. 1416-22: 2022 Tax Rate**

697-22: Gawalko

That Smoky Lake County **Bylaw No. 1416-22: 2022 Tax Rate**, for the purpose of authorizing the property tax rates to be levied against assessable property within the municipality of Smoky Lake County for the **2022 Taxation Year**, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty that Smoky Lake County **Bylaw No. 1416-22: 2022 Tax Rate**, for the purpose of authorizing the property tax rates to be levied against assessable property within the municipality of Smoky Lake County for the **2022 Taxation Year**, be given **SECOND READING**.

Carried.

Moved by Councillor Cere that Smoky Lake County **Bylaw No. 1416-22: 2022 Tax Rate**, for the purpose of authorizing the property tax rates to be levied against assessable property within the municipality of Smoky Lake County for the **2022 Taxation Year**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Serben that Smoky Lake County **Bylaw No. 1416-22: 2022 Tax Rate**, for the purpose of authorizing the property tax rates to be levied against assessable property within the municipality of Smoky Lake County for the **2022 Taxation Year**, be given **THIRD AND FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

**5. Issues for Information:**

No Issues for Information.

**6. Correspondence:**

No Correspondence.

7. **Delegation:**

No Delegation.

8. **Executive Session:**

No Executive Session.

**Adjournment:**

698-22: Cere

That the Smoky Lake County Council Budget Meeting of May 13, 2022,  
be adjourned, time 1:58 p.m..

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Departmental Operations Meeting** held on **Tuesday, May 24, 2022**, at 10:08 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:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Tuesday, May 24, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Virtually Present
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
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	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Ag Fieldman	Carleigh Danyluk	Virtually Present
Temp. Assist. Ag Fieldman	Tori Stang	Virtually Present
Assist. Ag Fieldman	Amanda Kihn	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Environment & Parks Manager	Dave Franchuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Bylaw Enforcement Officer	Tammy Goddu	Present in Chambers

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

**2. Agenda:**

699-22: Fenerty

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, May 24, 2022, be adopted as amended:

**Addition to the Agenda:**

1. Agricultural Service Board Poster Contest Winners.
2. Executive Session: Personnel and Legal Issues: threat to the Bylaw Enforcement Officer, and prolific scavenging at County Landfills / Waste Transfer Stations, under the authority of the FOIP Act, Section 27: Privileged Information.

Carried Unanimously.

**3. Minutes:**

No Minutes.

Doug Ponich, Public Works Manager, virtually left the meeting, time 10:40 a.m.

**8. Executive Session (Addition to the Agenda):**

**Personnel Issue: Parks and Recreation Staff Member under Environmental Operations**

700-22: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in respect to a potential threat to the Bylaw Enforcement Officer and a Legal Issue in respect to prolific scavenging at County Landfill and Waste Transfer Stations, under the authority of the FOIP Act Section 27: Privileged Information, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Environment and Parks Manager, Planning and Development Manager, Bylaw Enforcement Officer, and Recording Secretary, time 10:46 a.m.

Carried.

701-22: Serben That Smoky Lake County Council go out of Executive Session, time 11:43 a.m.

Carried.

Tammy Goddu, Bylaw Enforcement Officer, left Council Chambers, time 11:45 a.m.

**Meeting Recessed** Meeting recessed for Lunch, time 11:44 a.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:42 p.m. in the physical or virtual presence of all Council members, the Chief Administrative Officer, and Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Recording Secretary, Communications Technician, Fire Chief, GIS Operator, Environment & Park Manager, Agricultural Fieldman, Assistant Agricultural Fieldman, Deputy Fire Chief, Natural Gas Manager, Safety Officer and Public Works Shop Foreman.

**4. Request for Decision:**

**Weed/Pest Inspector Appointment**

702-22: Fenerty That Smoky Lake County Council appoint Jolene Prockiw as Weed/Pest Inspector, effective May 2, 2022, to termination of employment.

Carried.

**Weed/Pest Inspector Appointment**

703-22: Serben That Smoky Lake County Council appoint Tori Stang as Weed/ Pest Inspector, effective May 11, 2022, to termination of employment.

Carried.

**Weed/Pest Inspector Appointment**

704-22: Gawalko That Smoky Lake County Council appoint Kierstin Dubetz as a Weed/Pest Inspector, effective May 2, 2022, to termination of employment.

Carried.



**Weed/Pest Inspector Appointment**

705-22: Cere

That Smoky Lake County Council appoint Jade Norman as Weed/Pest Inspector, effective May 2, 2022, to termination of employment.

Carried.

**5. Issues for Information:**

**Manager's Reports:**

**Public Works Shop Foreman:**

**Sale of Public Works Surplus Equipment**

706-22: Gawalko

That Smoky Lake County Council accept the offer from Ritchie Brothers Auctioneers, responding to the Sale of Public Works Surplus Equipment as advertised in the May 2022 Grapevine and on the County Website, and listed below "as-is where-is" forthwith, of a lump sum in the amount of \$395,500.00, less a 10% commission fee, with the County's guaranteed profit to be in the amount of \$355,000.00, to be offered for sale at their June 22, 2022 sale event, and with any monetary amount acquired over and above the total amount of \$395,000.00 to be split: 80% to Smoky Lake County and 20% to Ritchie Brothers Auctioneers:

Unit #	Description	Serial Number	Odometer
Unit 239	2016 GMC Sierra 1500 Pickup	3GtU2MEC3GG317279	265,446 km
Unit 160	2019 3-Yard Patcher Body	Custom Built	N/A
Unit 196	2004 Decap Belly Dump Trailer	2D9DS4C454L017650	422,296 km
Unit 198	2007 378 Peterbilt Truck	1XPFDB0X47D685158	758,276 km
Unit 190	Kenworth T800 Sanding Truck & Gravel Box Also going with 190 is Units 190A the spreader, 190B the snow Plow, and 190C The wing	1XKDDB0X63R970745	704,807 km
Unit 455	John Deer 6430 Tractor	1L06430GVCG714724	7,570 km
Unit 507	Caterpillar 14M Grader	CAT0014MLR9J01039	10,932 km

Carried.

**2. Request for Decision:**

**Capital Purchase Escalated Cost for Unit 502A 160M AWD Grader**

707-22: Gawalko

That Smoky Lake County Council approve the unbudgeted expenditure in the amount up to \$25,600.00 to cover the escalation cost, over and above the Year-2022 Capital Budget to replace Public Works Grader Unit 502, in the amount of \$647,400.00, with a Year-2023, Caterpillar 160AWD from Finning Canada, as per their re-quote #Q-00074943 expiring on May 24 2022, in the amount of \$673,000.00, plus taxes.

Carried.

**Addition to the Agenda:**

**Agricultural Service Board Poster Contest Winners**

708-22: Serben That Smoky Lake County acknowledge receipt of the Year-2022 submissions to the Smoky Lake County Agricultural Services Poster Contest and approve to award prizes as per Policy Statement No. 62-06-06, to the following students from local schools:  
Vilna, Grade 5 (2 submissions received),  
1<sup>st</sup> place to: Gabrielle Ward,  
2<sup>nd</sup> place to: Neva Faithful,  
H.A. Kostash Grades 1 & 2 (39submissions received),  
1<sup>st</sup> place to: Owen Carrick,  
2<sup>nd</sup> place to: Arianna Habana,  
H.A. Kostash Grades 3 & 4 (25submissions received),  
1<sup>st</sup> place to: Gabriel Greening  
2<sup>nd</sup> place to: Ethan McGregor  
H.A. Kostash Grades 5 & 6 (8 submissions received),  
1<sup>st</sup> place to: Kayla Paskevich,  
2<sup>nd</sup> place to: Brady Bazinet,  
Holy Family Catholic Grades 1 & 2 (16 submissions received),  
1<sup>st</sup> place to: Alyssa Ollikka  
2<sup>nd</sup> place to: Kharter Henderson  
Holy Family Catholic Grades 3 & 4 (13 submissions received),  
1<sup>st</sup> place to: Barrett Bentley,  
2<sup>nd</sup> place to: Isaiah Hall,  
Holy Family Catholic Grades 5 & 6 (13 submissions received),  
1<sup>st</sup> place & GRAND PRIZE WINNER to: Tristan Turenne, and  
2<sup>nd</sup> place to: Liam Barghshoon.

Carried.

**Manager's Reports**

709-22: Fenerty That the Smoky Lake County Management Reports received for the period of April 20, 2022 to May 13, 2022, from the Public Works Manager, Public Works Shop Foreman, Public Works Road Foreman, Planning and Development Manager, Safety Officer, Natural Gas Manager, Environment & Parks Manager, Agricultural Fieldman, GIS Operator and Communications Technician, be accepted as presented and filed for information.

Carried.

**6. Correspondence:**

No Correspondence.

**7. Delegation:**

No Delegation.

**Adjournment:**

710-22: Gawalko That the Smoky Lake County Council Meeting for the purpose of Departmental Operations of May 24, 2022, be adjourned, time 2:59 p.m.

Carried.

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REEVE

SEAL

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **May 26, 2022** at 9:07 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:

**ATTENDANCE**

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, May 26, 2022</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	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present at 11:53 a.m.
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Absent

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Observers in Attendance Upon Call to Order:

Communications Tech.	Evonne Zukiwski	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS Operator	Carole Dowhaniuk	Absent
Media	N/A	Absent
Public	1 Member	Absent

**2. Agenda:**

711-22: Fenerty

That the Smoky Lake County Council Meeting Agenda for Thursday, May 26, 2022, be adopted, as amended:

**Additions to the Agenda:**

1. Stry 75<sup>th</sup> Anniversary Hall – Request for Financial Assistance.
2. Executive Session: Land & Legal Issue, under the authority of the FOIP Act Section 27: Privileged Information.

**Deletion to the Agenda:**

Item #8.1: Personnel Issue: under the authority of the FOIP Act Section 27: Privileged Information, in regard to the Bylaw Enforcement Report.

Carried Unanimously.

**3. Minutes:**

**Minutes of April 14, 2022 - County Council Committee of the Whole - Administration**

712-22: Gawalko

That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration Meeting** held on Thursday, April 14, 2022, be adopted as presented.

Carried.

**Minutes of April 22, 2022- County Council Budget Meeting**

713-22: Gawalko

That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, April 22, 2022, be adopted as presented.

Carried.

**Minutes of April 26, 2022 –County Council Departmental Operations Meeting**

714-22: Serben That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, April 26, 2022, be adopted as presented.

Carried.

**Minutes of April 28, 2022 - County Council Meeting**

715-22: Fenerty That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, April 28, 2022, be adopted as presented.

Carried.

**Minutes of May 5, 2022 – County Council Budget Meeting**

716-22: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Thursday, May 5, 2022, be adopted as presented.

Carried.

One Member of the Public, virtually joined the meeting, time 9:13 a.m.

**County Council Meeting Recessed**

The Smoky Lake County Reeve announced the Council Meeting recessed, time 9:13 a.m.

One Member of the Public virtually joined the meeting, time 9:16 a.m.

**VIRTUAL PUBLIC HEARING:**

**Bylaw No. 1415-22: to Amend Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12**

**1.0 Opening**

The Virtual Public Hearing was **called to order at 9:18 a.m.** by the Reeve, Lorne Halisky in the presence of all Council members, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager as well as in the virtual presence of the Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Natural Gas Manager, Communications Technician, and **one member of the public, and one member of the media.**

Confirmation was provided by the Planning and Development Manager, that the Public Hearing had been advertised and notice was provided in accordance with the applicable legislation.

The purpose of the hearing was summarized as:

**To obtain public input in regard to Bylaw No. 1415-22: A Bylaw amending the Smoky Lake County Land Use Bylaw No.1272-14 to rezone all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail), from “Agriculture (AG) District” to “Victoria Commercial (C2) District”; and to amend Municipal Development Plan Bylaw No. 1249-12, to reclassify all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail), from “Agriculture Area” to “Commercial Area”.**

One Member of the Public virtually joined the meeting, time 9:26 a.m.

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

## 2.0 Staff Presentation

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

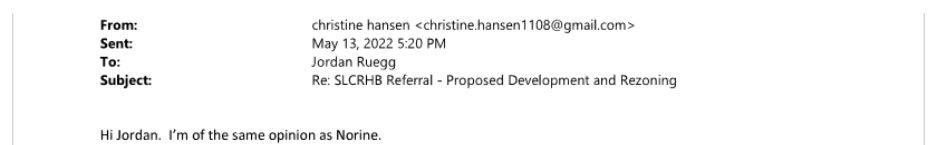
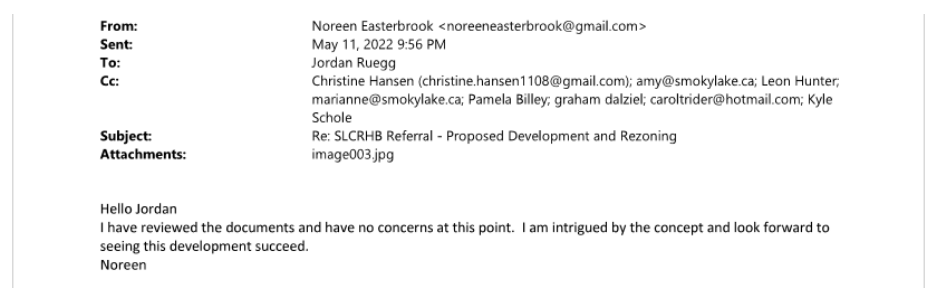
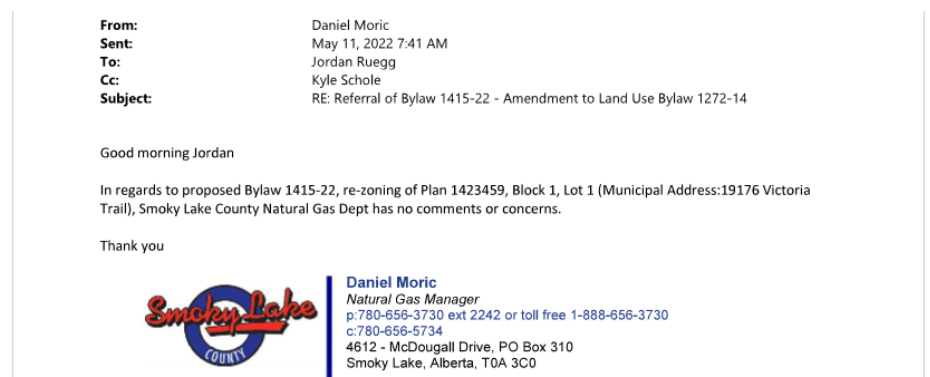
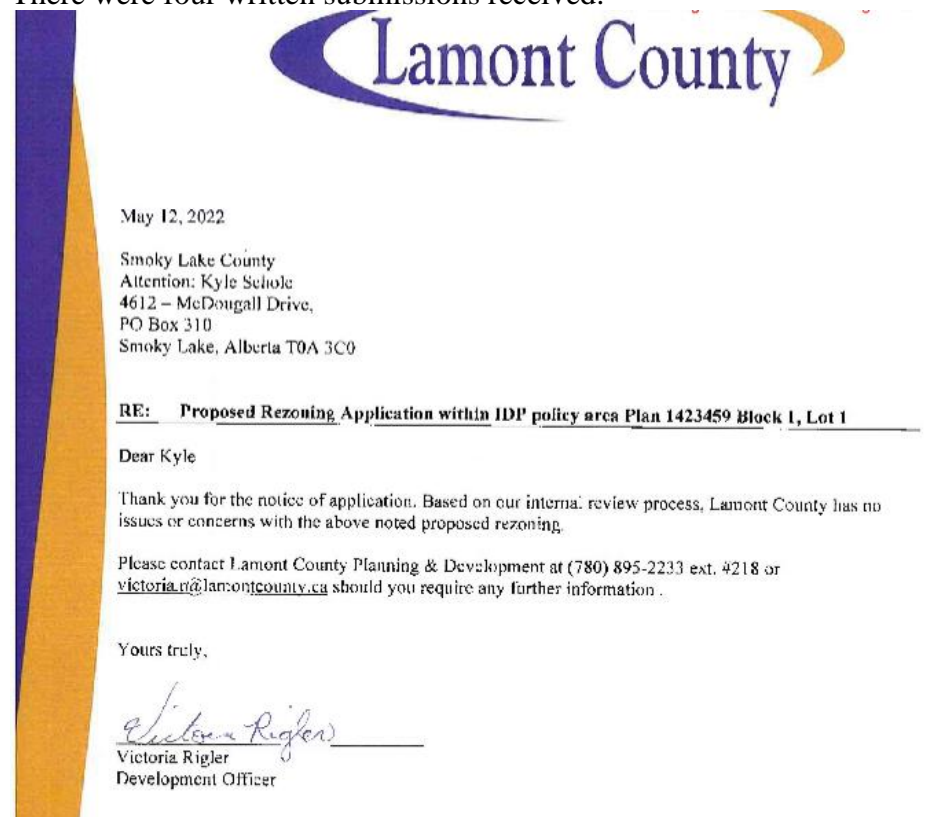
### **BACKGROUND:**

- The Smoky Lake County Planning and Development Department received an application to amend Smoky Lake County Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12, from Clayton Didier, dated April 18, 2022, to rezone/reclassify all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail).
- The lands in question are approximately 10.48 acres in area.
- The applicant proposes to amend the Land Use Bylaw & Municipal Development Plan to accommodate the development of the Pine Creek Stopping House & Retreat, a combination bed and breakfast and ‘glamping’ retreat, comprised of eco-cabin style units and associated facilities (washrooms & shower facility, picnic shelter, firepit, etc.).
- The current Agriculture zoning of the lands allows for the development of a bed and breakfast establishment as a “Permitted Use”. However, Smoky Lake County Land Use Bylaw No. 1272-14 defines a “Bed and Breakfast Establishment” as a “development within a private, owner-occupied dwelling which possesses a dwelling unit, where temporary sleeping accommodations, up to a maximum of ten (10) bedrooms, with or without meals, are provided for remuneration to members of the public for a period of fourteen (14) days or less at a time.”
- The proposed ‘glamping’ retreat would not constitute a “Bed and Breakfast Establishment” as the use would not be contained within a dwelling. However, the proposed ‘glamping’ retreat could be considered as an “Eco-Cabin/Star-Gazing Unit”, which is a “Permitted Use” under the Victoria Commercial (C2) District.
- Smoky Lake County Land Use Bylaw No. 1272-14 defines an “Eco-Cabin/Star-Gazing Unit as “a development used for the provision of self-contained ‘Artisanal Use’ units for temporary sleeping accommodation where in the judgement of the Development Authority, the unit(s) are designed and intended to facilitate stargazing, and the rooms are not equipped with individual kitchen facilities.”
- The subject site is classified as “Agriculture Area” under Section 7.2.3 of Smoky Lake County Municipal Development Plan Bylaw No. 1249-12, which is incongruent with the proposed rezoning. Therefore, Bylaw No. 1415-22 proposes to amend the Municipal Development Plan to reclassify the subject site to “Commercial Area” to ensure consistency between the Land Use Bylaw and the Municipal Development Plan.
- The subject site is classified as “Heritage & Environment Area” of the Victoria District Area Structure Plan Bylaw No. 1305-17. According to Policy #48, “Commercial businesses may operate on lands designated as Heritage & Environment on Map 1 Future Land Use of this plan, if developed in association with a museum, historic park, or similar enterprise. Additional tourism-oriented businesses and agri-commercial uses may also be allowed within this area in accordance with the County’s Land Use Bylaw.” Furthermore, Policy #50 states that “Within the Heritage & Environment Area, agricultural, recreational, tourism and institutional land uses shall be encouraged.”

- The subject site is classified as “Culture and Tourism Area” on Map 7.3 Future Land Use of Smoky Lake County Bylaw No. 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan and is located within the “Referral Area” as shown on Map 7.2 Plan Area and Referral Area Boundaries.
- The subject site is home to the McDonald Stopping House (also known as the Pine Creek Stopping House), which is designated as a Provincial Historic Resource. The owner of the subject lands will need to obtain approval from the Minister of Culture and Status of Women prior to commencing work related to the Bed and Breakfast Establishment and Eco-Cabin/Stargazing Units.

### 3.0 Public Presentations Via Written Submissions

There were four written submissions received:



#### 4.0 Public Presentations at the Public Hearing

There were no Members of the Public virtually present who requested to speak **in opposition or in support** of proposed **Bylaw No. 1415-22**.

#### 5.0 Questions and Answers

There were no questions.

#### 6.0 Closing Remarks

There being no further presentations, the Reeve thanked all the presenters for their comments and the Virtual Public Hearing for the proposed **Bylaw 1415-22**, was declared closed, time **9:32 a.m.**

#### County Council Meeting Reconvened

The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Halisky, time **9:33 a.m.**, in the physical presence of all Council members, the Chief Administrative Officer, and Assistant Chief Administrative Officer, and in the virtual presence of the Planning and Development Manager, Communications Technician, Natural Gas Manager, Recording Secretary, GIS Operator, and three Members of the Public.

#### 4. Request for Decision:

##### **Bylaw No. 1415-22: To Amend the Land Use Bylaw, Municipal Development Plan & Amend Victoria District Area Structure Plan**

717-22: Halisky

That Smoky Lake County **Bylaw No. 1415-22: to amend the Land Use Bylaw No. 1272-14 and amend the Municipal Development Plan Bylaw No. 1249-12**, for the purpose of rezoning all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail), from “Agriculture (AG) District” to “Victoria Commercial (C2) District” and to reclassify the said lands from “Agriculture Area” to “Commercial Area”, be given **SECOND READING**.

Carried Unanimously.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1415-22: to amend the Land Use Bylaw No. 1272-14 and amend the Municipal Development Plan Bylaw No. 1249-12**, for the purpose of rezoning all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail), from “Agriculture (AG) District” to “Victoria Commercial (C2) District” and to reclassify the said lands from “Agriculture Area” to “Commercial Area”, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried Unanimously.

One Member of the Public, virtually left the meeting, time 9:41 a.m.

**Request for Proposal (RFP No. CHRS-2022): Bid Recommendation**

718-22: Fenerty

That Smoky Lake County select O2 Planning and Design Inc., of Calgary, Alberta, as the successful bidder subsequent to the Request for Proposal No. CHRS-2022 for the Project: North Saskatchewan Heritage River Study, and execute the Consulting Services Contract thereto, in accordance with the Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.

Carried.

**Proclaim Canadian Rivers Day – June 12, 2022**

719-22: Gawalko

That Smoky Lake County Council proclaim, Sunday, June 12, 2022, as Canadian Rivers Day in Smoky Lake County:

WHEREAS, On June 21, 2002, Minister of Canadian Heritage Sheila Copps, signed a Ministerial Proclamation to declare that the second Sunday of June would be celebrated annually as Canadian Rivers Day;

WHEREAS, The Canadian Heritage Rivers System (CHRS) helps recognize, conserve, and share in the storytelling of outstanding rivers that are an enduring part of our national heritage and identity;

WHEREAS, From coast to coast to coast, Canadian Heritage Rivers offer visitors a chance to experience great waterways, learn about their rich history, and share in their stewardship;

WHEREAS, the Smoky Lake County is leading a collaborative initiative among dozens of municipalities, Indigenous communities, clubs, and other groups seeking to designate 718-kilometers of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS);

WHEREAS, the North Saskatchewan River (Rivière Saskatchewan Nord [French], kisiskâciwani-sîpiy [Cree], omaka-ty [Blackfoot], Північна річка Саскачеван [Ukrainian]), one of the great rivers of western Canada, being of great cultural, recreational, and natural significance, affording outstanding value to domestic and international visitors who enjoy the river, and remains essential for agricultural, industrial, and municipal users;

WHEREAS, Fresh water is essential to life on earth, Canada being blessed with more than one-fifth of the world's supply;

WHEREAS, Rivers are a vital element of Canada's natural environment and Canadians' cultural heritage, as well as being the lifelines to healthy oceans, forests, and communities;

WHEREAS, Rivers are living threads of history that connect our communities and bind our country, representing an enduring spirit of adventure, discovery, and connectivity;

NOW THEREFORE, I, Lorne Halisky, Reeve of the Smoky Lake County, do hereby proclaim the Second Sunday in June (commencing Sunday June 12th, 2022) to be Canadian Rivers Day in the Smoky Lake County.

Carried.



**Regional Engineering Development Standards – Request for Proposal**

720-22: Gawalko

That Smoky Lake County approve to proceed with publishing the Request for Proposal: RFP 2022-001: Regional Subdivision and Design Standards (RSCS), Project No. SLC-PD-2022-001, for the Smoky Lake Regional Development Guidelines and Minimum Servicing Standards (also known as: Regional Engineering Design Standards (REDS)), as amended, online via the Alberta Purchasing Connection (APC), with an intake deadline of June 17, 2022, in accordance with Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.

Carried.

One Member of the Public, virtually left the meeting, time 10:04 a.m.

**7. Delegation:**

**Community Futures St. Paul - Smoky Lake**

Present before Council from 10:05 a.m. to 10:33 a.m. was Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake, and Community Futures St. Paul - Smoky Lake Board Members: Parrish Tung (Mayor of Elk Point) and Evelynne Kobes (Councillor for Town of Smoky Lake), to extend an invitation to Smoky Lake County Council to join the Board of Directors for Community Futures St. Paul - Smoky Lake, and expressed the following points, including but not limited to:

- Community Futures St. Paul - Smoky Lake, is a non-profit organization that's dedicated to building an economically diverse future for the communities of our region.
- Board meetings are closed to the public, held in-person in St. Paul (as well as virtually), and occur on the third Thursday of each month except for July and August. The meetings typically commence with a meal at 4:30 and adjourn by 7:00 p.m.

One Member of the Public, virtually joined the meeting, time 10:10 a.m.

**Community Futures St. Paul-Smoky Lake – Board of Directors**

721-22: Fenerty

That Smoky Lake County accept the presentation received from Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake, and Community Futures St. Paul-Smoky Lake Board Members: Parrish Tung (Mayor of Elk Point) and Evelynne Kobes (Councillor for Town of Smoky Lake); **and** bring forward a Request for Decision to the June Council meeting for the purpose of Council's consideration of appointing a member to the Community Futures St. Paul-Smoky Lake Board Directors.

Carried.

**Subdivision of South Part of River Lot 10 (RL-10, VIC SETTLEMENT).**

722-22: Cere

That Smoky Lake County initiate a subdivision (also known as a fragmentation) of the South portion of River Lot 10 (Victoria Settlement) and contact the Métis Nation of Alberta regarding the potential transfer of the portion of River Lot 10 (Victoria Settlement) that lies North of Victoria Trail, containing the Victoria Park Cemetery.

Carried.

**Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource**

723-22: Fenerty

That Smoky Lake County **Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource**, for the purpose of designating the Apedaile Farmstead on the land legally described as NW-16-58-15-W4M as a Municipal Historic Resource in accordance with the Historic Resources Act, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource**, for the purpose of designating the Apedaile Farmstead on the land legally described as NW-16-58-15-W4M as a Municipal Historic Resource in accordance with the Historic Resources Act, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource**, for the purpose of designating the Apedaile Farmstead on the land legally described as NW-16-58-15-W4M as a Municipal Historic Resource in accordance with the Historic Resources Act, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource**, for the purpose of designating the Apedaile Farmstead on the land legally described as NW-16-58-15-W4M as a Municipal Historic Resource in accordance with the Historic Resources Act, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

**Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**

724-22: Serben

That Smoky Lake County **defer** the draft Bylaw No. 1410-22, for the purpose of amending the former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20, to the June 23, 2022, Council Meeting.

Carried.

**Regional Bylaw Officer for Dog Control**

725-22: Serben

That Smoky Lake County **defer** the Town of Smoky Lake's April 5, 2022 Council Motion # 264-2022, expressing interest in creating a Regional Bylaw Officer for Dog Control in the Smoky Lake Region as per the letter received from Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake, dated April 29, 2022, to an Intermunicipal Collaboration Committee (ICC) meeting scheduled by the Town of Smoky Lake for the purpose of discussing the possibility of Regional Bylaw Enforcement Services and to orientate/refresh ICC members in respect to the Intermunicipal Collaboration Framework (ICF) and ICC process.

Carried.

**Agricultural Service Board Independent Appeal Panel for Pest Control**

726-22: Serben

That Smoky Lake County appoint Barry Feniak, Norman Schmidt, and Robert Semeniuk as Members-at-Large and Ed Doktor as Alternate Member-at-Large to the Smoky Lake County Agricultural Service Board Independent Appeal Panel for Pest Control, as per Bylaw No. 1411-22.

Carried.

**Agricultural Service Board Independent Appeal Panel for Soil Conservation**

727-22: Gawalko That Smoky Lake County appoint the Smoky Lake County Agricultural Service Board as the Soil Conservation Appeal Committee as per the requirements from Alberta Agriculture, Forestry, and Rural Economic Development.

Carried.

**Local & Composite Assessment Review Boards (LARB & CARB) - Services Agreement**

728-22: Serben That Smoky Lake County execute the service agreement with Capital Region Assessment Services Commission, titled: "Participant Memorandum of Agreement 2022-2024", to allow for the Commission to provide specific administrative and financial services relating to Assessment Review Boards to the County for a three-year term: 2022 to 2024, and abide by the terms and conditions there in for full Local & Composite Assessment Review Boards (LARB & CARB) Services.

Carried.

**Local & Composite Assessment Review Boards (LARB & CARB) - Appointments**

729-22: Serben That Smoky Lake County appoint, Raymond Ralph as the Assessment Review Board Chairman, Gerryl Amarin as the Certified Assessment Review Board Clerk, and Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles, and Raymond Ralph, as the Assessment Review Board Certified Panelists, under the Capital Region Assessment Services Commission agreement for the duration of 2022 calendar year.

Carried.

**Bylaw No. 1417-22: Assessment Review Board Services**

730-22: Cere That Smoky Lake County **Bylaw No. 1417-22: Assessment Review Boards**, for the purpose of establishing and governing Smoky Lake County's Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB), be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1417-22: Assessment Review Boards**, for the purpose of establishing and governing Smoky Lake County's Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB), be given **SECOND READING**.

Carried.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1417-22: Assessment Review Boards**, for the purpose of establishing and governing Smoky Lake County's Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB), be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1417-22: Assessment Review Boards**, for the purpose of establishing and governing Smoky Lake County's Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB), be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

7. **Delegation:**

**Golden Galaxy Development**

Present before Council from 11:19 a.m. to 11:41 a.m. was Akmal Ata, Director, Simran Kaler, Director, Golden Galaxy Development, to discuss a potential commercial project, pursuant to an interest in purchasing County land and expressed the following points, including but not limited to:

- The sign layout and feasibility studies are heading in the right direction for progress.
- County support will be requested to stand behind developing a direct access to the land from Highway 28.
- On-site servicing of a self-contained sanitary system would be an option to meet requirements.

Evonne Zukiwski, Communication Technician, virtually left the meeting, time 11:12 a.m.

11:31 to 11:32 a.m. 9. **Public Question and Answer Period:**

None.

**Golden Galaxy Development**

731-22: Serben

That Smoky Lake County accept the verbal information received from the Delegations: Akmal Ata, Simran Kaler, Directors of Golden Galaxy Development, in respect to a potential commercial project, pursuant to an interest in purchasing County land.

Carried.

**Review of Bylaw No. 1320-18: Council Code of Conduct**

732-22: Fenerty

That Smoky Lake County Council confirm the Bylaw No. 1320-18: Council Code of Conduct, was reviewed on May 11, 2022, as required every four years, and agree it is current and in compliance with all legislative requirements.

Carried.

**Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.**

733-22: Gawalko

That Smoky Lake County Council approve and acknowledge action taken by Administration in coordinating the scheduling, advertising, and agenda preparation for the Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.'s inaugural meeting, to be held on Friday, June 24, 2022 at 1:00 p.m. in County Council Chambers.

Carried.

**Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.**

734-22: Cere

That Smoky Lake County temporarily cover the expenses relating to advertising the Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.'s inaugural meeting, in the approximate amount of \$213.00, and to purchase a corporate seal for the MCC for Smoky Lake Development Corp. in the approximate amount of \$100.00; and submit all related invoices to the MCC for Smoky Lake Development Corp. for reimbursement.

Carried.

Evonne Zukiwski, Communication Technician, virtually joined the meeting, 11:49 a.m.

**Addition to the Agenda:**

**Stry 75<sup>th</sup> Anniversary Hall – Request for Financial Assistance**

735-22: Fenerty

That Smoky Lake County Council **table** the request for financial assistance to help sustain the Stry 75th Anniversary Hall, as per the letter received from Jane Ozdoba, Member of Stry 75th Anniversary Hall, dated April 19, 2022, to the afternoon portion of the May 26, 2022, County Council meeting.

Carried.

**5. Issues for Information:**

**Chief Administrative Officer’s Report**

Chief Administrative Officer			
			Report Period: <b>Apr 26, 2022 to May 20, 2022</b>
<b>LEGISLATIVE / GOVERNANCE</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
Policy Committee Meeting			May 11/22
<b>ADMINISTRATIVE</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
Mangers Meetings – Every Monday Morning			Ongoing
NE18-59-15 – Water Ponding/Culvert: In response to complaints from the landowner in the last few years, the Farmers Advocate had contacted the County to gain insights in regard to watershed and perception that a culvert is causing water retention on the property. Several inspections/culvert cleaning operations have been undertaken.			Apr 27/22
Bonnie Lake Resort – Ongoing discussions regarding the stormwater issue, including a meeting with AE and the Developer’s engineers.	Ongoing		May 03/22 May 04/22
Tourism Partnership – Legal team meeting – MCC Legal – Awaiting meeting of Directors. The County Administration is incurring legal and other administrative costs (advertising, etc.) to assist in setting up the meeting in preparing agendas, advertising and legal document preparations.	Ongoing		May 20/22
STIP RR130 – BF13398 Tender - The Tender was awarded at a limited scope and the girders, backwall and approach structures are currently in que for fabrication. The Minister approved the escalation costs to 50% of the costs (\$210,330). To complete this project the County will have to provide the balance of funds.  The Minister also approved the STIP grant for the rehabilitation of BF78004 (Twp 585A and RR 195A) and BF77862 (Twp 590 and RR 190) for a total of \$245,305 (AT contribution at 75%. These structures are in dire need of rehabilitation and therefore it is not advisable to request AT to divert those funds to BF13398 due to the compounding effects of the growing poor condition of bridge inventory.  Discussion Req'd.  <b>Recommendation: That Smoky Lake County acknowledge the Letters from the Minister of Transportation dated May 02, 2022 and....</b>			May 19/22
Committee of the Whole – Broadband Connectivity – Sent out a second letter. Response from Buffalo Lake, The Town of Smoky Lake and Village of Vilna.			May 11/22
Annual County Safety Meeting			Apr 29/22
Northern Lights RV Park – Ongoing discussions regarding Development Permit requirements.			May 03/22 May 04/22 May 06/22
Ukrainian Twinning Meeting/Kosiv			May 10/22
RCDC Meeting/CEDO Contract			May 19/22
<b>HWY 28/63 COMMISSION</b>			
Commission Meetings – Organizational, Budget, draft bylaw issues			Mar 30/22
Westlock – Brownlee Session: Attended an evening session to reiterate roles of the Board/Administrations of Commissions and legal requirement/obligations.			Apr 28/22
Bylaw Committee: The Committee completed the review of the bylaw. Legal will be required to undertake some additional review/opinions.	Ongoing		May 06/22
<b>FINANCIAL</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
2022 Budget Meeting			May 05/22 May 13/22
<b>HUMAN RESOURCES</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
Legal – Managing Partner Deficiency Issues - Brownlee has provided a template for Review. Provided at the last meeting.	Ongoing		
<b>COMMUNITY</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
Emergency Preparedness			May 07/22
Robotics Competition			May 11/22
<b>TRAINING</b>			
<b>COUNTY STRATEGIC PLAN</b>			
N/A			
Signature: Gene Sobolewski		County Council Meeting: <b>May 19, 2022</b>	

**Financial Statements**

As annexed to the minutes:

↳ Financial Statement: **None.**

**Action List(s)**

Action Lists:

- i. County Council Committee of the Whole for the Purpose of Administration Meeting – April 14, 2022.
- ii. County Council Budget Meeting – April 22, 2022.
- iii. County Council Departmental Meeting – April 26, 2022.
- iv. County Council Meeting – April 28, 2022.
- v. County Council Budget Meeting – May 5, 2022.

**8. Executive Session:**

**Legal & Land Issue: Potential Land Purchase**

736-22: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal & Land Issue in respect to a potential land purchase, 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, and Assistant Chief Administrative Officer, Planning and Development Manager, Finance Manager, and Recording Secretary, time 11:53 a.m.

Carried.

737-22: Fenerty That Smoky Lake County Council go out of Executive Session, time 12:38 p.m.

Carried.

**Meeting Recessed** Meeting recessed for Lunch, time 12:39 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Lorne Halisky at 1:16 p.m. in the physical presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and the virtual presence of the, Planning and Development Manager, Recording Secretary, Communications Technician, and one Member of the Public.

**8. Executive Session:**

**Legal & Land Issue: Potential Land Sale**

738-22: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Legal & Land Issue in respect to a potential land purchase, 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, Planning and Development Manager, Finance Manager, and Recording Secretary, time 1:16 a.m.

Carried.

739-22: Jered That Smoky Lake County Council go out of Executive Session, time 1:32 p.m.

Carried.

**County Purchase of Private Land: SW-27-59-17-W4 – Offer to Purchase**

740-22: Cere

That Smoky Lake County prepare an offer to purchase the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less) to a total in the amount of \$220,000.00; for consideration by the seller; pursuant to the Executive Session discussions held in respect to same on May 26, 2022, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.

Carried.

**Addition to the Agenda (Tabled Item):**

**Stry 75<sup>th</sup> Anniversary Hall – Request for Financial Assistance**

741-22: Cere

That Smoky Lake County Council **take no action to** the tabled agenda item from the morning of May 26, 2022, in respect to a request for financial assistance to help sustain operations of the Stry 75th Anniversary Hall, as per the letter received from Jane Ozdoba, Member of Stry 75th Anniversary Hall, dated April 19, 2022, and further to the Stry 75th Anniversary Hall's Financial Statements for Years: 2019, 2020 and 2021, which were received on May 24, 2022, in response to Council's April 28, 2022, Motion #682-22.

Carried.

**County Purchase of Private Land: SW-27-59-17-W4 Approval of Unbudgeted Expenditure**

742-22: Cere

That Smoky Lake County Council approve the unbudgeted expenditure to purchase the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less) in the amount of \$220,000.00, funded from reserves, pursuant to the Executive Session discussions held in respect to same on May 26, 2022, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.

Carried.

**Strategic Transportation Infrastructure Program (STIP) Bridge Funding BF13398, BF78004, & BF77862**

743-22: Gawalko

That Smoky Lake County Council approve to utilize Federal Gas Tax (FGT) funds in the amount of \$210,330.00 for 50% of the escalation costs to complete the Bridge Rehabilitation Project # **BF13398** (Range Road 130 and Township Road 602), in response to the letter received from the Minister of Transportation, dated May 2, 2022, announcing additional Strategic Transportation Infrastructure Program (STIP) funding for 50% of the escalation costs in the amount of \$210,330.00 to complete the rehabilitation of BF13398; **and acknowledge receipt** of the additional letter received from the Minister of Transportation, dated May 12, 2022, approving STIP funding up to 75% of eligible project costs as follows:

- Bridge Rehabilitation Project # **BF78004** (Township Road 585A and Range Road 195A) - Culvert Repairs, maximum grant: \$184,028
- Bridge Rehabilitation Project # **BF77862** (Township Road 590 and Range Road 190) - Bridge Culvert Rehabilitation, maximum grant: \$61,277

Carried.

**Schedule a Council Committee of the Whole Meeting**

744-22: Gawalko

That the next Smoky Lake County Committee of the Whole Meeting for the purpose Administration, be scheduled for June 8, 2022 at 1:00 p.m., to be held virtually through Electronic Communication Technology as per Bylaw 1376-20 **and** physically in County Council Chambers.

Carried.

**Chief Administrative Officer's Report**

745-22: Serben

That Smoky Lake County's Chief Administrative Officer's report for the period of April 26, 2022 to May 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 May 17, 2022.

**Waive Penalties on Utility Billing – May 2022**

746-22: Gawalko

That Smoky Lake County Council waive all late payment penalties on the Natural Gas accounts for the month of May 2022 due to system interruptions arising from the financial system conversion from Bellamy to Great Plains/Diamond.

Carried.

**Finance Manager's Report**

747-22: Gawalko

That Smoky Lake County's Finance Manager's report for the period ending May 17, 2022, be accepted, and filed for information.

Carried.

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

Dan Gawalko – Deputy Reeve & Division One Councillor's report from various Committees, Boards and Commissions:

May 12, 2022 - Vilna/Bellis Citizens on Patrol Meeting.

- RCMP officer gave his report recent break-ins at Bonnie Lake resort report any suspicious things that seem out of place. New signs are at the county waiting to get installed, Financials were presented and approved ,meat raffle is ongoing for fundraising and the group will be doing hotdogs and pop at Vilna's centennial celebration on the Sunday from 11-2 pm along with a silent auction, Discussed training that needs to be done and about letting someone know when you go on a patrol and when you get back to insure everyone gets home safely. Rural crime watch AGM is on Monday May 16, the next COP meeting will be in Bellis on July 21 @ 7:00 pm

May 16, 2022 - Evergreen Feasibility study via zoom,

- presented by Linda Sallstrom, looking at all grant funding options and timelines available to do a study on our landfill for the region, taking into consideration feedstock capacity balers, shredders MRF facility, tonnage being received, waste energy and ongoing recycling.

May 19, 2022 - Evergreen Regional Waste Services Commission Meeting.

- Paul will be hiring a seasonal employee, Evergreen will be conducting a feasibility study to explore options for our landfill moving forward and will be applying for FCM green municipal fund study grant which will cover 50% of the cost and the rest being paid by the commission, financials were presented by Ashley, Paul gave his site report county truck covered up the winter face with clay an injector went in the compactor, still collecting fugitive waste when time permits, transfer station courses being offered in Bonnyville by Alberta Care also did a site tour of their facility they are currently hauling to Thorhild site and the contract expires in March 2023, RMA insurance did a site tour which is part of my report, Paul will also be looking at a used Cat rock truck to haul clay and material on site, the next meeting is on June 16 2022 at 10:00 am in St. Paul. any questions please feel free to contact me or the manager of Evergreen.



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

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

May 2-4, 2022 – Community Planning Association of Alberta held in Leduc.

May 9, 2022 – Muni-Corr Meeting – via Zoom

- Land review & DMO/RRTS delegation has been put off until July
- No correspondence
- Riverland Recreation Trail Society has started doing some of the mapping for TrailNet, will have to do some work on Smoky Lake area
- Utility right of way and lease agreements were reviewed, farm lease agreements will be terminated as some individuals have been installing their own gates and locking them thereby impeding access to trail users. Also, cattle have damaged some of the trail and ground up dirt. Trail users are wary of the animals, which in some cases have been bulls. The actions of a few have made it bad for others.
- Beaver River Trestle – a number of nuts and/or bolts have pulled out of the trestle. These are in the maintenance budget and will be replaced on an ongoing basis.
- Closed Session
- One-on-one meetings will be scheduled. Items to be discussed: sustainability, roles & responsibilities, maintenance & communication, bylaws, and any items which may need clarification.
- Note: Evelynne Kobes and I spoke after the meeting. We are considering making this meeting one in which the County, Town of Smoky Lake, and Village of Vilna participate as one. More to follow. I'll bring this topic up in a Council Meeting.

May 10, 2022 – Role of the Board Treasurer (Zoom) – facilitated by Community Economic Development.

May 16 – 18, 2022 – Alberta Rural Connectivity Form – Sylvan Lake.

May 20, 2022 – Retirement Lunch for County Employees (noon).

May 20, 2022 – Risk Assessment Workshop (Doug Griffiths, 13Ways) (2:15-6:00 p.m.).

May 29 – June 1, 2022 – Alberta Fire Chiefs Association Conference – Cambridge Hotel, Red Deer.

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

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

No Report.

**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:

April 25, 2022 – Regional Community Development Community (RCDC) held virtually/in Chambers (Lorne & Jered)

- Discussed the Community Economic Development Officer (CEDO) Contract Discussion under the authority of the FOIP Act, Section 19: Confidential Evaluation.

April 26, 2022 – Departmental Operations Council, held virtually/in Chambers (All Council)

- Agreed to provide 10 tandem loads of gravel for Pioneer Bible Camp's access road, at no charge.

- Agreed to sell, by public tender, the surplus equipment that is no longer being used by Public Works.
- Approved Acting Pay to the Assistant Ag Fieldman while covering maternity leave.

April 28, 2022 – Regular Council, held virtually/in Chambers (All Council)

- Approved an unbudgeted expense of \$3,000 for ergonomic assessments at workstations.
- Gave final reading to Bylaw No. 1413-22: Lending Money to a Municipal Controlled Non-Profit Organization.
- Approved a new structure for the organizational chart.
- Received a presentation on the 2021 property assessment for 2022 property taxes.
- Gave first reading to Bylaw No. 1415-22: A Bylaw to amend Land Use Bylaw & scheduled a Public Hearing for May 26, 2022 for it.
- Approved \$2,500 to Vilna & District Agricultural Society towards the Vilna Boomtown Days August 19-21, 2022.
- Declared April 28, 2022 as a “Day of Mourning” remembering all workers who have been killed, injured or disabled at their place of work.
- Approved to waive all late payment penalties on the Natural Gas accounts for April 2022 due to system interruptions arising from the financial system conversion.
- Proclaimed May 12-21, 2022, as Public Works Week.
- Approved \$300 to Smoky Lake Holubka Dancers’ highway cleanup lunch.
- Proclaimed 2022 as the Year of the Garden with National Garden Day being June 18, 2022.
- Approved to renew the Smoky Lake and District Chamber of Commerce membership.
- Approved \$300 to the Kinette Club of Smoky Lake’s 7th Annual Ladies Night.

April 28, 2022 - Westlock Regional Services Commission Workshop and Networking Dinner, held in Westlock (Lorne & Dan)

- Had the opportunity to learn the requirements of the MGA as it relates to regional service commissions, roles and responsibilities as a Board Member to ask questions and to network with other regional service commission representatives.

April 29, 2022 – Annual County Safety Meeting, held at the National Hall, Smoky Lake (All Council)

- Each County department provided a safety related speech.
- The number of incidents from the past year was examined.
- Had two guest speakers who provided presentations on mental health and drug & alcohol abuse in the workplace.

May 2-4, 2022 – Community Planning Association of Alberta (CPAA) 2022 Conference, held in Leduc (Lorne, Dominique, Linda & Jered)

- Sessions included:
  - What municipalities can do today, to limit current and future risks tomorrow
  - Attracting High Value Investment to Your Community,
  - Opportunity Generation in Municipal Communities,
  - Dialogue on the Future of Municipal Government,
  - Recruitment & Retention of Physicians & Health Care Professionals,
  - Heritage Conservation,
  - The Transition to E-Mobility,
  - Planning for Success in a Net Zero Energy Revolution,
  - Using Offsite Levies to Build Liveable Communities,
  - Neighbourhood Renewal Projects in Edmonton,
  - Rural Resiliency and Adaptation,
  - Climate Change,
  - Planning for Success, &

- Political Update & Government Relations.

May 5, 2022 – Council Budget, held virtually/in Chambers (All Council)

- Approved to sole source Dandelion Renewables Inc. to supply and install two electric chargers, funded through the Municipal Climate Change Action Centre (MCCAC), in the County along Victoria Trail.
- Executed the \$200,000 grant agreement for the 2021/22 Alberta Community Partnership (ACP) Intermunicipal Collaboration Component, for the Smoky Lake Region Municipal Development Guidelines and Minimum Servicing Standards.
- Provided direction for the 2022 Tax Rate Bylaw to increase to the Non-Residential Tax rate by .38 as well as implement a minimum property tax of \$100.00 per parcel of land.

May 6, 2022 – Highway 28/63 Regional Water Services Commission Bylaw working group, held virtually/in Chambers (Lorne)

- Complete first review of the Commission's bylaw to send back to legal once again to address concerns before taking it to the board.

May 7, 2022 – Emergency Preparedness Day Event in Smoky Lake (Lorne)

- Smoky Lake Fire & Rescue, RCMP, Fish & Wildlife, EMS and Rural Crime Watch had presentations for the community to participate in etc. to be ready for anything...

May 10, 2022 – Ukrainian Twinning – Smoky Lake Region & Kosiv Ukraine, held virtually (Lorne & Linda)

- Received a verbal update from the Kosiv Region, Ukrainian, noting 400 people from their community have gone to the front lines.
- Received a verbal update on the Smoky Lake Region fundraising activities.
- Received an update on the donated Firefighter gear which has been shipped and is on its' way to Kosiv but currently being held up in Poland.

May 10, 2022 – Smoky Lake Chamber of Commerce Meeting, held at the National Hall, Smoky Lake (Lorne)

- Role of the Chamber of Commerce in the Region was discussed.
- Role of Regional Community Development Committee (RCDC) in the Region was discussed and how it intertwines with the Smoky Lake Chamber of Commerce.
- Received a verbal update from the Chamber of Commerce President and Vice President on activities.

May 11, 2022 – Council Policy Committee, held virtually/in Chambers (All Council)

- Reviewed the following:
  - Bylaw No. 1320-18: Council Code of Conduct,
  - Bylaw No. 1245-12: Surface Lease of Municipal Owned Properties
  - Policy Statement No. 03-35-11: Snow Clearing.
  - Policy Statement No. 01-46-01 Social Media.
- Held discussion on:
  - The Inventory of County Owned Land.
  - RMA (Rural Municipalities of Alberta), Policy #GOV-04: RMA Resolution Process.
  - Next Policies and/or Bylaws to reviewed.

May 13, 2022 – Council Budget, held virtually/in Chambers (All Council)

- Gave third and final reading to the Tax Rate Bylaw.

May 16 to 18, 2022 – Alberta Rural Connectivity Coalition (2nd Annual) in Sylvan Lake (Lorne, Linda & Dominique)

- Held discussion on:
  - Broadband 101.

- Building Broadband in Sturgeon County, City of Brooks, and Red Deer County.
- CIRA Broadband Speed Mapping in Canada.
- Connectivity & Competition in Canada.
- Provincial Broadband Strategy & Universal Broadband Fund.
- GOA Minister of Service Nate Glubish update.
- Spectrum Regulation in Canada.
- CRTC Commissioner Nirmala Naidoo update and,
- Building First Nations Broadband.

May 18, 2022 – Indigenous Tourism Association of Canada (ITAC) Meeting at Metis Crossing (Lorne and Dan)

- Meet and Greet with Indigenous Tourism Association of Canada (ITAC) and showing of the municipal engagement in the tourism strategy to attract investment, promote offerings and be champions of the strategy.

May 19, 2022 – Joint Health & Safety Committee, held virtually (Lorne & Dominique)

- AMHSA External Safety Audit passed the County H&S Program to meet the COR Requirements with 80% score.
- Fire Drill(s) will be conducted in June.
- Office Ergonomics Assessment expenditure was approved by Council and Assessment conducted presently.
- Training update was presented by Safety Officer including bistrainer.com Training Matrix process.
- 4 incidents were presented and discussed. March 17 - Property Damage to Taxpayer Entrance gate posts, April 6 - Property Damage County Unit traveling west on Hwy 28 came in contact with deer, April 7 – First Aid County Employee twisted ankle on uneven surface on County property and May 18 – Property Damage to County and Third Party Vehicles when attending a Dangerous Goods Call on a farm caused by Fire and Rescue Vehicle backing into Third Party Vehicle.
- JH&S Committee Member Reports were presented discussing a variety of items such as Allergies/EpiPen use, Spring farm season, long weekend extra traffic, dryer/windier conditions causing fire hazards and theft in the region etc.
- Alberta Municipal Health & Safety Association AMHSA Newsletter posting on County Bulletin boards.
- Next JH&S Meetings are scheduled for June 15th and July 21st, 2022.

May 19, 2022 – Regional Community Development Committee (RCDC), held virtually/in Chambers (Lorne & Jered)

- Community Economic Development Officer CEDO Report April 3 to May 7, 2022 was presented with discussion.
- CEDO Performance Appraisal was deferred to 2023 and compensation increase was discussed/ approved to June 30, 2023.
- Member Roundtable Items were presented.

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

Jered Serben - Division Five Councillor written report from various Committees, Boards and Commissions:

April 29, 2022 - Annual Safety Meeting held in the National Hall in Smoky Lake

May 2-4, 2022 - CPAA conference.

May 6, 2022 - Smoky Lake Foundation Meeting (Jered Serben and Dominique Cere)

- GSA approved and being sent to client for approval.
- GSA once approved will be executed.
- Discussion about policy, bylaw, operations, etc.
- Discussion about functionality and purpose of the board and CAO

- Board to meet with CAO to review policy in house.
- Policies to be sent digitally by May 20th via USB.
- Reports accepted as presented.
- Need employees ++.
- Residents asking for more BBQ and more ice-cream (Vilna).
- Make up air, being replaced via grant.
- Vilna hiring maintenance person by May 20.
- Pendant nurse call to be replaced by end of May.
- Vilna - investigation for Covid May 5th.
- PCR tests available if covid outbreak.
- Accountant system to be completed June 1 to YARDI.
- Banking issue, money deposited/withdrawal. Connecting care accessed the foundation bank account. Letters from Connecting Care and YARDI confirming no access to our main bank account and/or residents'.
- Vilna has high vacancy because of its age and quality.
- \$14,300 utility subsidy from Government of Alberta, one time grant.
- Bread Bakery letter of synopsis presented to the board.

May 20, 2022 - Smoky Lake Foundation Meeting

- Budget meeting
- Budget is approved
- Policies distributed to the board via USB sticks

May 7, 2022 - Emergency Preparedness event in the Smoky Lake ice arena.

- Poorly attended.

May 11, 2022 - Pumpkin Patch Daycare (Jered Serben)

- Zelpha Melnyk resigns as treasurer.
- Hiring a bookkeeper/accountant.
- Zelpha will explore accountants and bring back to a future meeting.
- New hire has reached 3 months of employment. She is helpful, language barrier.
- 1 fewer staff member throughout summer.
- Employee benefits, looking through the Chamber of Commerce
- Current wages:
- \$16.75 level 1
- \$17.50 level 2
- \$19.50 level 3
- \$20.00 director
- Presentation by Kaitlyn and Chrissy was tabled due to confusion on the meeting date
- The presentation was forwarded to the board. Waskatenau needs a day care

May 20, 2022 - retirement event at the County Public works shop.

May 20, 2022 - 13Ways workshop hosted by Doug Griffiths.

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

748-22: Fenerty

That the Smoky Lake County Reeve's Report received for the period of April 23, 2022 to May 19, 2022, be posted to the County's website; and the Councillor's reports received for the period of April 2022 to May 2022, be filed for information; and the additional documents received as follows from various committees, boards, commissions, and Added Named Insured (ANI) organizations, be filed for information:

- Smoky Lake Regional Heritage Board - Minutes of November 3, 2021.
- Vilna/Bellis Citizens on Patrol – Minutes of March 17, 2022 & Treasurers' Report for May 12, 2022.

Carried.

One member of the Public, virtually joined the meeting, time 2:42 p.m.

**6. Correspondence:**

**H.A. Kostash School - financial assistance towards field trips**

749-22: Gawalko That Smoky Lake County Council take no action to the letter request received from Richard Richards, Principal, H.A. Kostash School, dated April 28, 2022, for financial assistance towards school field trips, as the request does not fall within the requirements to provide funding as per County Policy Statement No. 01-14-05: Contributions to Non-Profit Organizations and Individuals.

Carried.

**Anne Chorney Public Library**

750-22: Fenerty That Smoky Lake County Council **defer** the letter from Farrah Ollikka, Vice President, Anne Chorney Public Library, dated May 1, 2022, requesting assistance to aid the Library's Year-2022 projected financial shortfall in the amount of \$8,600.00, until all Year-2022 revenue, including membership fees, have been reported.

Carried.

**Proclamation - Senior's Week June 6 to June 12, 2022**

751-22: Gawalko That Smoky Lake County Proclaim: June 6 to June 12, 2022, as Senior's Week, in honour of the past, present and future contributions of the seniors of this community and throughout Alberta.

Carried.

**Town of Taber – Concerns of Increasing Utility Fees**

752-22: Halisky That Smoky Lake County acknowledge receipt of the copied letter from Andrew Prokop, Mayor, Town of Taber, dated April 20, 2022, to the Alberta Utilities Commission, concerning increasing utility fees; and write a letter concerning same to the Zone 5 Rural Municipalities of Alberta (RMA) Director, with carbon copies to the local MLA, and Town of Taber.

Carried.

**Rural Municipalities of Albert (RMA) - 2022 Member Visit**

753-22: Serben That Smoky Lake County schedule a Committee of the Whole Meeting for August 11, 2022 at 10:30 a.m. and agree to provide a catered lunch for the purpose of meeting with the Rural Municipalities of Alberta (RMA) President Paul McLauchlin, as per the February 16, 2022 correspondence in respect to the RMA 2022 Member Visit Scheduling.

Carried.

**Colette and Jim Packard**

754-22: Gawalko That Smoky Lake County Council deny the request received in an email from Colette and Jim Packard, dated May 7, 2022, for permission to allow three trailers on their lot, as the request does not conform to the County's Bylaw respecting same.

Carried.

**John Mainwaring**

755-22: Serben That Smoky Lake County take no action to the email received from John Mainwaring, dated April 25, 2022, with a subject line titled: "Legal Opinion", in respect to enforcement on Wayetenau Property.

Carried.

**Metis Nation of Alberta – 4th Annual Alberta Métis Fest**

756-22: Serben That Smoky Lake County Reeve attend, and Council who can attend – attend, the 4th annual Alberta Métis Fest scheduled for Saturday, June 25th, 2022, from 11:00 a.m. to 11:00 p.m. at Métis Crossing, in response to the letter invitation from Audrey Poitras, President, Metis Nation of Alberta, dated May 6, 2022.

Carried.

**Strategic Transportation Infrastructure Program (STIP) – BF13398**

757-22: Gawalko That Smoky Lake County Council acknowledge receipt of the letter received from the Minister of Transportation, dated May 2, 2022, announcing additional Strategic Transportation Infrastructure Program (STIP) funding for 50% of the escalation costs in the amount of \$210,330.00 to complete the rehabilitation of BF13398.

Carried.

**BF13398 – Tender Award - Formula Alberta Ltd.**

758-22: Gawalko That Smoky Lake County Council approve to fully award the tender to: Formula Alberta Ltd. of Stony Plain, Alberta, in respect to the bridge replacement tender: TND20213156-1 for bridge number BF13398, at NW-07-60-12-W4.

Carried.

**Strategic Initiatives (SI) Grant Denied – Two Hills County Joint Ortho Photo Project**

759-22: Fenerty That Smoky Lake County acknowledge receipt of letter from Brandy Cox, Deputy Minister, Alberta Municipal Affairs, to the Chief Administrative Officer of Two Hills, dated April 11, 2022, announcing the County of Two Hills was unsuccessful in the funding application submitted jointly with Smoky Lake County, as partner to the Strategic Initiatives (SI) Grant for an Ortho Photos Project.

Carried.

**Alberta Transportation - Highway 28 Speed Review**

760-22: Serben That Smoky Lake County acknowledge receipt of the letter from Michael Botros P. Eng., Regional Director, Alberta Transportation, dated May 12, 2022, in respect to a “Highway 28 Speed Review”; and Council agree to continue to lobby the Province of Alberta for improvements to Highway 28 and recommend discussion of same at the next Joint Municipalities meeting.

Carried.

**Northeast Alberta Information HUB Ltd. – Membership Renewal**

761-22: Serben That Smoky Lake County approve to renew the Northeast Alberta Information HUB Ltd. membership fee, in the amount of \$1,230.50, for the period of April 1, 2022 to March 31, 2023, based on a population of 2,461 @ \$0.50/capita, as per their April 1, 2022 invoice.

Carried.

**Stunt Driving Concern - Anonymous Letter**

762-22: Cere That Smoky Lake County Council acknowledge receipt of the anonymous letter dated May 6, 2022 in respect to “Stunt Driving”, and acknowledge the letter was forwarded on May 16, 2022 to the RCMP for investigation; and recommend the anonymous complainant/witness bring further information forward directly to the RCMP.

Carried.

**Smoky Lake Golf Club - Junior Golf Program Sponsorship**

763-22: Serben That Smoky Lake County Council provide funds in the amount of \$1,000.00 to the Smoky Lake Golf Club, towards sponsoring their Junior Golf Program, in response to the letter request from Noel Simpson, Club House Manager, Smoky Lake Golf Club, received on May 13, 2022.

Carried.

**LiveDifferent Charity – Vilna School Student Trip to Mexico**

764-22: Cere That Smoky Lake County Council defer the letter received from Alexis Fulton, Vilna School Student, dated May 18, 2022, requesting a donation in the amount of \$250.0 towards a trip to San Quintin, Mexico, to build houses for a week with the Canadian charity “LiveDifferent”; and contact the school to extend an invitation for Ms. Fulton to be a delegation at the next Council Meeting to provide Council with further information.

Carried.

**Smoky Lake County Regional Heritage Board**

765-22: Gawalko That Smoky Lake County approve for Public Works to undertake the work outlined in the email request received from Noreen Easterbrook, Chair, Smoky Lake County Regional Heritage Board, dated May 10, 2022, to brush/remove trees and to construct a pull-out on the west side of Range Road 180, adjacent to SE-12-59-18-W4M, for the purpose of providing wetland access, as per the scope of work provided by the Public Works Manager.

Carried.

**Strategic Transportation Infrastructure Program (STIP) – BF78004 & BF77862**

766-22: Halisky That Smoky Lake County execute the funding agreement to undertake the projects below, in response to the letter received from Rajan, Sawhney, Minister of Transportation, dated May 12, 2012, approving Strategic Transportation Infrastructure Program (STIP) funding up to 75% of eligible project costs as follows:

- Bridge Rehabilitation Project # BF78004 (Township Road 585A and Range Road 195A) - Culvert Repairs, maximum grant: \$184,028.00,
- Bridge Rehabilitation Project # BF77862 (Township Road 590 and Range Road 190) - Bridge Culvert Rehabilitation, maximum grant: \$61,277.00.

Carried.

**9. Information Release:**

**Monthly Release of Information – April/May 2022 & Thank You Correspondence**

767-22: 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 March 2022, be (F) filed for information or (A) acknowledged receipt:

- R26-22: Ukrainian Canadian Congress (UCC) Alberta – E-Bulletin: April 21, 2022.F
- R27-22: RMA: Contact Newsletter: April 29, 2022.F
- R28-22: Aspen View Board Highlights –April 21, 2022. F
- R29-22: Reynolds Mirth Richards and Farmer – Re: Bill 21: Red Tape Reductions Statutes. F
- R30-22: Wyatt Skovron, Manager of Policy and Advocacy, RMA, dated May 9, 2022- Re: RMA LGFF Member Townhall. F
- R31-22: Ross Hunter, Communications Officer, Aspen View Public Schools, dated May 5, 2022- Re: News Release Aspen View Public Schools announces appointments to division-based administrative positions. F



- R32-22: RMA District 5 Golf Tournament, Friday, July 15, 2022, at Coal Creek Golf Resort. F
- R33-22: LICA – Bold Center Wetland Restoration Planting Workshop June 5, 2022.F
- R34-22: Aspen View Board Highlights –May 5, 2022. F

**and** acknowledge receipt of the “Thank You” correspondence received in the month of May 2022, from:

- Smoky Lake School of Dance, for the \$1,000.00 donation made in January 2022.

Carried.

**10. Bills & Accounts:**

768-22: 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: May 26th, 2022**

Batch #	Cheque Numbers	Total of Batch
009	52204 to 52230	\$46,636.02
011	52231 to 52256	\$531,447.68
012	52257 to 52275	\$111,044.06
<b>Total Cheques from 52204 to 52275</b>		<b>\$689,127.76</b>

Batch #	EFT Numbers	Total of Batch
220420	030 to 044	\$388,426.45
220427	045 to 066	\$260,624.60
220505	067 to 081	\$78,975.40
220513	082 to 100	\$63,639.40
<b>Total EFTs from 030 to 100</b>		<b>\$791,665.85</b>

**Direct Debit Register**

Batch #	Description	Total of Batch
21	My HAS	\$1,326.00
22	My HAS	\$66.30
25	My HAS	\$262.79
37	My HAS	\$128.18
<b>Total Direct Debits</b>		<b>\$1,783.27</b>

<b>Grand Total Bills and Accounts</b>	<b>\$1,482,576.88</b>
<i>(Note: From General Account)</i>	

Carried.

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

**Policy Committee Meeting**

769-22: Gawalko

The next Smoky Lake **Policy Committee Meeting** be scheduled for **Tuesday, June 14, 2022, at 1:00 p.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**County Council Departmental Operations Meeting**

770-22: Gawalko

The next Smoky Lake **County Council Departmental Operations Meeting** be scheduled for **Monday, June 20, 2022, at 10:00 a.m.** and **Tuesday, August 23, 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.

**County Council Meeting**

771-22: Fenerty

The next Smoky Lake **County Council Meeting** be scheduled for **Thursday, June 23, 2022, at 9:00 a.m. and Thursday, August 25, 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**

772-22: Cere

The next Smoky Lake **Joint Municipalities Meeting** be scheduled for **Tuesday, June 28, 2022, at 5:00 p.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**ADJOURNMENT:**

773-22: Cere

That the Smoky Lake County Council Meeting of May 26, 2022, be adjourned, time 4:10 p.m..

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration of Wednesday, June 8, 2022 at 1:06 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>Wednesday, June 8, 2022</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	Present in Chambers
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
Plan. & Dev. Assistant	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
*****		

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

**2. Agenda:**

774-22: Cere

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, for June 8, 2022, be adopted, as amended:

**Addition to the Agenda:**

1. Electric Vehicle Charging Stations.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

No Request for Decision.

**5. Issues for Information:**

**Broadband Connectivity**

Council held discussion on Broadband Connectivity including but not limited to the following points:

- Reeve Lorne Halisky, Councillor Dominique Cere, and CAO Gene Sobolewski provided insights from attending the May 17-18, 2022 Alberta Rural Connectivity Coalition’s 2nd annual Alberta Rural Connectivity Forum, in respect to service providers who have already acquired information on broadband coverage in the area.
- There is currently \$476,422.73 in the County’s Connectivity Reserve fund.

Next Steps:

- Would be to coordinate a Committee of the Whole Meeting date between June 27, 2022 and July 6, 2022 (except June 29, 2022) and extend an invitation to Sturgeon County, Telus, MCS Net, and/or Explore Net, as separate delegations, to discuss solution-based plans for full broadband services; and extend an invitation to representative from: Buffalo Lake Métis Settlement, Kikino Métis Settlement, Saddle Lake Cree Nation, Town of Smoky Lake, Village of Vilna, Village of Waskatenau, and Whitefish Lake First Nations #128 to virtually join the said meeting.

One member of the public, virtually joined the meeting, time 1:52 p.m.

**Discussion: Policy Statement No. 01-38-03: Smoky Lake County Strategic**

Council held discussion in respect to coordinating a Strategic Planning Session, further to Policy Statement No. 01-38-03: Smoky Lake County Strategic; including but not limited to the following points:

- The best dates for this would be during the week of September 12-16, 2022.

Next Steps:

- The Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager can proceed with determining consultant availability for those dates and once tentatively confirmed, the information will be brought forward to a Regular Council meeting for consideration of approval.

**Environmental Reserve**

Council held discussion in respect to the need for Environmental Reserve regulation to ensure public safety and natural preservation, to prevent pollution of adjacent water bodies, and to provide public access to (and beside) the bed and shore of adjacent water bodies.

Next Steps:

- Administration may proceed to commence preparation of an Environmental Reserve (ER) Bylaw for Council's consideration at a future Council meeting.

**Addition to the Agenda:**

**Electric Vehicle Chargers**

Council held discussion in respect to Electric Vehicle Chargers, and information gained from the Federation of Canadian Municipalities (FCM) Conference held on June 1-6, 2022 attended by Reeve Lorne Halisky and Chief Administrative Officer Gene Sobolewski. The verbal information brought forward was for the purpose of potential future Electric Vehicle Charger projects.

**6. Correspondence:**

No Correspondence.

**7. Delegation:**

No Delegation.

**8. Executive Session:**

No Executive Session.

**ADJOURNMENT**

775-22: Cere

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting of Wednesday, June 8, 2022, be adjourned, time 2:52 p.m.

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER



<b>REQUEST FOR DECISION</b>		<b>DATE</b> June 23, 2022	<b>4.1</b>
<b>TOPIC</b>	Bylaw #1410-22: Amending Smoky Lake County Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20.		
<b>PROPOSAL</b>	<p><i>Proposed Bylaw 14310-22 would amend the Statement of Significance (SOS) within the Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20, in accordance with Section 27 of the Alberta Historical Resources Act, R.S.A. 2000, Chapter H-9 (the Act).</i></p> <p><b>ATTACHMENTS</b></p> <ul style="list-style-type: none"> <li>• <b>Proposed BYLAW 1410-22 © Attachment 1</b></li> <li>• <b>Existing BYLAW 1385-20 © Attachment 2</b></li> </ul> <p><b>BACKGROUND</b></p> <ul style="list-style-type: none"> <li>• Smoky Lake County's Former Ferry Crossings represent a significant era relating to historical transportation and development in Alberta</li> <li>• Three (3) of the sites are within the Victoria District National Historic Site, and three (3) others are not.</li> <li>• Under Section 27 of the Act, a municipality is <b>not</b> required to give 60-Day Notice of Intent to Designate, for a Municipal Historic <u>Area</u> as would be the case for a Municipal Historic <u>Resource</u>.</li> <li>• No privately owned lands are encompassed by the proposed Bylaw.             <ul style="list-style-type: none"> <li>○ Roads are under the control and management of Smoky Lake County, in accordance with S.16 of the <i>Municipal Government Act</i>, R.S.A. 2000 Ch. M-26.</li> </ul> </li> <li>• Bylaw 1385-20 is <u>commemorative</u>, meaning it does not inhibit Smoky Lake County's management of roads, or river accesses, nor does it add any new regulations or protections besides those which are vested in the Victoria District Area Structure Plan Bylaw 1305-17.</li> <li>• Smoky Lake County Planning &amp; Development Services worked in conjunction with the Smoky Lake County Regional Heritage Board (SLCRHB) to prepare proposed Bylaw 1385-20 in accordance with relevant provisions of <b>Smoky Lake County Policy 61-15-01: Designation of Municipal Historic Resources</b>, though this policy does not <i>specifically</i> contemplate designation of a Municipal Historic <u>Area</u>.</li> <li>• The Former Ferry Crossings MHA was only the fourth Municipal Historic Area designation anywhere in the Province of Alberta, in addition to Smoky Lake County's Victoria Trail Municipal Historic Area Bylaw 1370-20, the City of Medicine Hat has designated one municipal park and one streetscape.</li> </ul>		

	<p>All three of these prior designations are also commemorative; does not implement any additional regulations or policies.</p> <ul style="list-style-type: none"> <li>• There are presently also two Provincial Historic Areas in Alberta, as contemplated under Section 24 of the Act, being the Historic Downtown Fort McLeod, and the Historic Downtown Old Strathcona. <ul style="list-style-type: none"> <li>○ Both PHAs are commemorative, and neither implement any development controls, regulations, or policies.</li> </ul> </li> </ul> <p><b>CURRENTLY</b></p> <ul style="list-style-type: none"> <li>• Though Bylaw 1385-20 was adopted in December 2020, the Heritage Division of Alberta Culture requested consideration of: <ul style="list-style-type: none"> <li>○ some minor changes to the Statement of Significance (SOS) which describes the MHA, and forms a part of the Bylaw, and</li> <li>○ inclusion of more contemporary photographs</li> </ul> </li> </ul> <p>prior to registration on the Alberta/Canada Register of Historic Places (HeRMIS).</p> <ul style="list-style-type: none"> <li>• Administration has been working with the Heritage Division of Alberta Culture to ensure that the proposed revised SOS meets their requirements.</li> <li>• If Bylaw 1410-22 is adopted, thereby amending Bylaw 1385-20, a Consolidation of the Bylaw will be prepared.</li> <li>• If Bylaw 1410-22 is adopted, thereby amending Bylaw 1385-20, the Former Ferry Crossings Municipal Historic Area will finally be registered on HeRMIS.</li> </ul>
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**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**

- Alberta Municipal Government Act R.S.A. 2000 Ch. M-26
- Alberta Historical Resources Act R.S.A. 2000 Ch. H-9
- Victoria District Commemorative Statement of Integrity (2008)
- Smoky Lake County Policy Statement 61-20-01: Heritage Management Plan Policy**

**BENEFITS**

- Designation as 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.
- “Clusters” of Historic Resource are attractive tourism destinations, as well as advantageous for granting purposes.

<b>DISADVANTAGES</b>	<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> </ul>
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>• Defer proposed Bylaw 1410-22</li> <li>• Defeat proposed Bylaw 1410-22 and do <b>not</b> amend Bylaw 1385-20</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> _____

<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Nil.
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<b>COMMUNICATION STRATEGY</b>	Nil.
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**RECOMMENDATION**

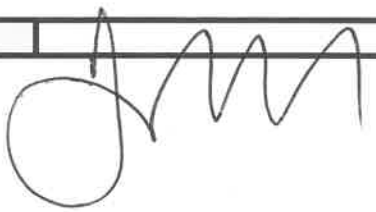
**That Smoky Lake County Council give Bylaw 1410-22 amending Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20 FIRST READING.**

**That Smoky Lake County Council give Bylaw 1410-22 amending Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20 SECOND READING.**

**That Smoky Lake County Council give Bylaw 1410-22 amending Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20 PERMISSION for Third Reading.**

**That Smoky Lake County Council give Bylaw 1410-22 amending Former Ferry Crossings Municipal Historic Area Designation Bylaw 1385-20 THIRD and FINAL READING.**

**CHIEF ADMINISTRATIVE OFFICER**





**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1410-22**

---

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO  
AMEND FORMER FERRY CROSSINGS MUNICIPAL HISTORIC AREA BYLAW 1385-20.

---

**WHEREAS** Section 27(1) of the *Historical Resources Act*, R.S.A. 2000, c. H-9, (the "Act") 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 Area, upon giving notice to the Owner of the Resource, Council may by bylaw designate that part of the municipality as a Municipal Historic Area and prohibit or regulate and control the use and development of land and the demolition, removal, construction, or reconstruction of buildings within that Municipal Historic Area;

**WHEREAS** the Victoria District was designated a National Historic of Canada by Ministerial Order in 2001, on the recommendation of the National Historic Sites and Monuments Board of Canada (NHSMB);

**WHEREAS** the Commemorative Integrity Statement (CIS) of 2008 identifies the North Saskatchewan River as the spiritual centre of Victoria District National Historic Site of Canada.

**WHEREAS** the Council of Smoky Lake County is of the opinion that certain municipally controlled portions of road allowance immediately adjacent to the North Saskatchewan River, as more particularly described in Section 2 of this bylaw, possess historical character and preservation of that historical character is in the public interest;

**WHEREAS** a bylaw made under section 27(1) of the Act is deemed to form part of the County's Land Use Bylaw;

**WHEREAS** Part 17 of the Municipal Government Act, R.S.A. c. M-26 relating to a land use bylaw applies to a bylaw made under section 27(1) of the Act;

**WHEREAS** Smoky Lake County adopted Bylaw 1385-20, designating the Former Ferry Crossings Municipal Historic Area;

**NOW THEREFORE THE MUNICIPAL CORPORATION OF SMOKY LAKE COUNTY, IN COUNCIL ASSEMBLED, ENACTS AS FOLLOWS:**

**1. AMENDMENT OF BYLAW 1385-20**

1.1 Section 3.1.2 is deleted, and replaced with:

**Section 3.1.2**

- i. notwithstanding Title 174G22, and 14J276, the Historic Area does not include or encompass any private lands.
- ii. Notwithstanding the portions of Historic Area lying within Road Plans listed, Land titles shall register the municipal historic area on Titles 174G22 and 14J276 only.

1.2 'Schedule A' is hereby deleted and replaced with 'Schedule A.1' of this Bylaw.

1.3 'Schedule B' is hereby deleted and replaced with 'Schedule B.1' of this Bylaw.

1.4 Any subsequent renumbering as required.

**2. RECITALS AND SCHEDULES**

2.1 The following recitals and Schedules are attached to and form a part of this Bylaw:

Smoky Lake County  
Bylaw 1410-22

**Schedule "A.1"** – Statement of Significance

**Schedule "B.1"** – Approximate Area of Municipal Historic Area

**3. COMING INTO FORCE**

1. This Bylaw comes into effect upon it receiving third reading.
2. Further, it is the intention of Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid and enforceable.

READ A FIRST TIME IN COUNCIL, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2022.

READ A SECOND TIME IN COUNCIL, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2022.

READ A THIRD AND FINAL TIME WITH UNANIMOUS CONSENT IN COUNCIL, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2022.

\_\_\_\_\_  
Lorne Halisky  
Reeve

S E A L

\_\_\_\_\_  
Gene Sobolewski  
Chief Administrative Officer

**SCHEDULE "A.1"**  
**FORMER NORTH SASKATCHEWAN RIVER FERRY CROSSINGS**  
**MUNICIPAL HISTORIC AREA**  
**STATEMENT OF SIGNIFICANCE**

**Description of Heritage Resource**

Within the Municipal Historic Area, there are six access points to the North Saskatchewan River that were sites for scow or ferry crossings during the 19th and early 20th centuries prior to widespread bridge construction which began post World War II. Early settlers accessing the shoreline at these places altered the natural topography (primarily with picks, shovels, horses, and wagons) to facilitate travel and connectivity between communities separated by the natural barrier of the river. Native trees and shrubs also frame these sites.

**Heritage Values:**

Ferry crossings are significant because of the aesthetic, natural, cultural, spiritual, and recreational values they embody. The enduring former ferry Crossing sites speak to the enduring inter-community linkages important to early settlers, and are a reminder that rivers are both a navigational obstacle and an asset.

In pre- and early-settlement times, if people needed to cross the river, they chose a shallow place for fording. Ferry crossings were often established in the vicinity of these fords and, eventually, bridges joined the roadways serviced by the ferries. The river and its ferry crossings influenced land-based transportation networks thereby affecting communication, trade, commerce, settlement patterns and religious/social life.

Ferry crossings became gathering places for celebration and for social events such as corn/potato roasts, barbecues, and square dances; the ferry deck was swept off for the dancing and tables of food were set up on the riverbank. Crossings were also convenient sites for river baptisms and berry pickers used the ferries in the autumn to access wild fruit on both sides of the river.

Use of the Crossings coincided with nature's cycles: winter freezing and spring break-up interrupted travel unless an ice bridge could be formed. The natural landscape of terraces and slopes running toward the river at these sites also provides natural heritage value that complements the cultural landscape.

Contemporary sites continue to be utilized for recreational and emergency access to the North Saskatchewan River, including service as boat launches, angling, and picnic and day-use areas.

**Character Defining Elements**

- Physical nexus between land and water; proximity between the North Saskatchewan River, nearby roads and former wagon trails, and communities such as Pakan/Victoria Settlement, Warspite, Waskatenau, Smoky Lake, Saddle Lake, the Victoria Trail Municipal Historic Area, and Victoria District National Historic Site of Canada;
- Human or culturally modified topography of the riverbank; trail access and egress to the water's edge, which may include a leisurely meander or sharp or aggressive angle of approach;
- Framed by native foliage and vegetation, dirt or gravel strata, and sometimes in proximity to berries, and other sources of food;
- Sites on the north riverbank are twinned by a sibling site on the south side.

**Sources:**

- Smoky Lake County. *Victoria District Area Structure Plan (ASP) Bylaw 1305-17, 2017*. Print.
- North Saskatchewan Watershed Alliance. *The Story of this River is the Story of the West: Canadian Heritage Rivers System Background Study, 2005*. Print.
- Haestie, Elizabeth. *Ferries and Ferryman in Alberta*. Calgary: Glenbow Museum, 1986. Print.
- Waskatenau Districts Historical Society. *Corporate. By River and Trail: The History of Waskatenau and Districts. Vol. 1 (1986)*. Web.

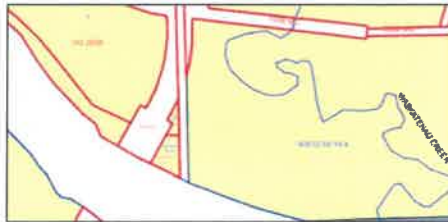
**SCHEDULE "B.1"**  
APPROXIMATE AREA OF THE MUNICIPAL HISTORIC AREA

The approximate Historic Ferry Sites are shown below in Red.

**A. Waskatenau Ferry**

**Decimal Degrees:**  
Latitude: 54.059360;  
Longitude: -112.778269

**Situated within Legal:**  
NE-32-58-19-4



SpinII - Alberta Land Titles Map



Smoky Lake County Munisite Orthographic



Contemporary Photos, Fall 2021



**B. Warspite Ferry A**

**Decimal Degrees**  
Latitude: 54.009123  
Longitude: -112.620270

**Situated within Legal:**  
River Lots 7 and 8, 58-18-4



Smoky Lake County Munisite Orthographic



SpinII – Alberta Land Titles Map



Contemporary Photos, Fall 2021



**C. Warspite Ferry B**

**Decimal Degrees**  
**Latitude: 54.026733**  
**Longitude: -112.658782**

**Situated within Legal:**  
**River Lot 1-58-18-4**



SpinII - Alberta Land Titles Map



Smoky Lake County Munisite Orthographic

No photos available



**D. Victoria/Pakan Ferry**

**Decimal Degrees**  
**Latitude: 54.003092**  
**Longitude: -112.399299**

**Situated within Legal:**  
**River Lot 6 Lobstick**



SpinII – Alberta Land Titles Map



Smoky Lake County Munisite Orthographic



Contemporary Photos, Fall 2021



Smoky Lake County  
Bylaw 1410-22

**E. Shandro Ferry**

**Decimal Degrees**  
**Latitude: 53.976692**  
**Longitude: -112.147008**

**Situated within Legal:**  
**NW-34-57-15-4**



**SpinII – Alberta Land Titles Map**



**Smoky Lake County Munisite Orthographic**

No photos available





Smoky Lake County  
Bylaw 1410-22

**F. Desjarlais Ferry**

**Decimal Degrees**  
**Latitude: 53.908537**  
**Longitude: -111.963141**

**Situated within Legal: SE-11-57-14-4**



SpinII – Alberta Land Titles Map



Smoky Lake County Munisite Orthographic



Contemporary Photos, Fall 2021



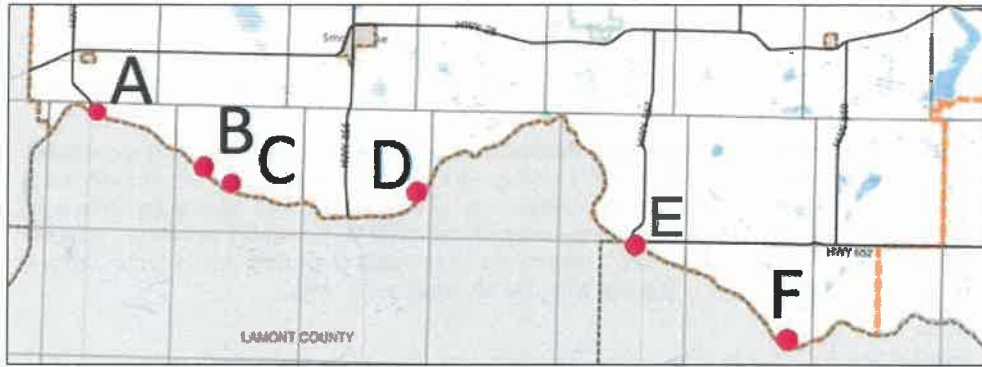


Figure 1 – Overview

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1385-20**

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A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO DESIGNATE SIX FORMER FERRY CROSSINGS ADJACENT THE NORTH SASKATCHEWAN RIVER AS A MUNICIPAL HISTORIC AREA.

---

**WHEREAS** Section 27(1) of the *Historical Resources Act*, R.S.A. 2000, c. H-9, (the "Act") 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 Area, upon giving notice to the Owner of the Resource, Council may by bylaw designate that part of the municipality as a Municipal Historic Area and prohibit or regulate and control the use and development of land and the demolition, removal, construction, or reconstruction of buildings within that Municipal Historic Area;

**WHEREAS** the Victoria District was designated a National Historic of Canada by Ministerial Order in 2001, on the recommendation of the National Historic Sites and Monuments Board of Canada (NHSMBC);

**WHEREAS** the Commemorative Integrity Statement (CIS) of 2008 identifies the North Saskatchewan River as the spiritual centre of Victoria District National Historic Site of Canada.

**WHEREAS** the Council of Smoky Lake County is of the opinion that certain municipally controlled portions of road allowance immediately adjacent to the North Saskatchewan River, as more particularly described in Section 2 of this bylaw, possess historical character and preservation of that historical character is in the public interest;

**WHEREAS** a bylaw made under section 27(1) of the Act is deemed to form part of the County's Land Use Bylaw;

**WHEREAS** Part 17 of the Municipal Government Act, R.S.A. c. M-26 relating to a land use bylaw applies to a bylaw made under section 27(1) of the Act;

**NOW THEREFORE THE MUNICIPAL CORPORATION OF SMOKY LAKE COUNTY, IN COUNCIL ASSEMBLED, ENACTS AS FOLLOWS:**

**1. TITLE**

1.1 This Bylaw may be cited as the "**Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw**".

**2. DEFINITIONS**

2.1 "Act" means the *Alberta Historical Resources Act*, R.S.A. 2000, Ch. H-9 and successive Acts and amendments thereto.

2.2 "Chief Administrative Officer" means the person, also known as the "CAO", appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for Smoky Lake County.

2.3 "Council" means the Reeve and Councillors duly elected in the Smoky Lake County and who are eligible to continue to hold office.

2.4 "County" means the geographic area contained within the boundaries of the municipality of Smoky Lake County.

2.5 "Ferry Crossing" means a site identified under this Bylaw which has formerly been utilized as a standard route for traversing the North Saskatchewan River.

2.6 "Municipal Historic Area" means a part of the County identified by this Bylaw under Section 27 of the Act.

2.7 "Road" means the definition under Section 1(1)(z) of the *Alberta Municipal Government Act*, R.S.A. 2000, Ch. M-26 and successive Acts and amendments thereto.

### 3. LAND DESIGNATED AS A MUNICIPAL HISTORIC AREA

3.1 For clarity, only the areas identified being encompassed by Smoky Lake County are designated as a Historic Area under this Bylaw.

3.2 For certainty, the Historic Area does **not** include or encompass any privately-owned lands.

3.3 Portions of the following comprise the Historic Area, inclusive as follows:

**a. Desjarlais Ferry Site (within SE-11-57-14-4), 1901 – 1910 – 1962**

Smoky Lake County, portions of - Road Plan 830 KS  
Road Plan 3175 BM

Two Hills County, portions of - Road Plan 4082 CL  
Road Plan 3175 BM

**Note:** A seventh ferry crossing (Paradis/Crooked Rapids, 1896-1900), was probably located on the river bend east of Victoria/Pakan and was replaced by the Desjarlais Crossing.

**b. Pakan/Victoria Ferry Site (within NW-12-58-17-4 and River Lot 6 (Victoria Settlement)), 1892 – 1972**

Smoky Lake County, portions of - Road Plan 782 2470  
Road Plan 1357 CL

Lamont County, portions of - Road Plan 1208 CL

**c. Shandro Ferry Site (within NW and NE-34-57-15-4), 1906 – 1962**

Smoky Lake County, portions of - Road Plan 2245 JY  
Road Plan 5022MC

Two Hills County, portions of - Road Plan 719 R

**d. Warspite Ferry Site 'A' (within SW-16-58-4 and River Lot 8 (Lobstick Settlement)), 1920 – 1925**

Smoky Lake County, portions of - Road Plan 5062 EO  
Road Plan 2388 EO5

Lamont County, portions of - Road Plan 2353 MC

**e. Warspite Ferry Site 'B' (within SE-19-58-18-4 and River Lot 1 (Lobstick Settlement)), 1925 – 1963**

Smoky Lake County, portions of - Road Plan 2065 CL

Lamont County - Nil. (Road appears to have been closed)

**f. Waskatenau Ferry (within NE-32-58-19-4), 1921 – 1963**

Smoky Lake County, portions of - Road Plan 6060 CL  
Road Plan 4486 TR, and lands encompassed by  
Land Titles: 14J276, and 174G227

Lamont County - Nil.

3.4 The historical character of the Historic Area is hereby described in the attached **Schedule "A"**, entitled the 'Historic Area Statement of Significance'.

3.5 An approximate outline of the Historic Area is detailed in the attached **Schedule "B"**, entitled 'Approximate Outline of the Historic Area'.

#### 4. DESIGNATION

4.1 The Historic Area identified under this Bylaw is hereby designated as a Municipal Historic Area as defined in the Act.

#### 5. REGULATED PORTIONS

5.1 The specific elements of the Historic Area considered to possess historical character are specifically described and identified in the attached **Schedule "C"**, entitled, 'The Regulated portions of the Historic Area', and are hereby known as the "Regulated Portions".

5.2 Council considers preservation of the historical character of the Regulated Portions to be in the public interest.

#### 6 REPAIRS AND REHABILITATION OF REGULATED PORTIONS

6.1 Subject to **Schedule "C"**, no person shall destroy, disturb, alter, restore or repair or otherwise affect the identified Regulated Portions unless that person has obtained the prior written approval of the County's Chief Administrative Officer (CAO) or their designate.

6.2 Departments of Smoky Lake County may carry out any and all work that is necessary or desirable, in the opinion of the CAO or their designate, for the operation, maintenance, inspection, construction, installation, repair, upgrade, or replacement of any municipally owned lines, utilities, facilities, infrastructure, roads, vegetation, or Buildings located on, under, or over the Regulated Portions and for which that particular department is responsible.

6.3 When considering any application under this Section, the CAO shall take into consideration the terms of the 'Standards and Guidelines for the Conservation of Historic Places in Canada' (as replaced or amended from time to time) as referenced and summarized in the attached **Schedule "E"** entitled 'Standards and Guidelines for the Conservation of Historic Places in Canada'.

#### 7 NON-REGULATED PORTIONS OF THE HISTORIC AREA

7.1 All portions or features of the Historic Area which are not specifically described or identified as Regulated Portions (the "Non-Regulated Portions"), even if such portion is a character-defining element of the Historic Area, may be disturbed, altered, restored, repaired, or otherwise affected provided that such action does not impact the Regulated Portions and that all permits or approvals required to do such work have been obtained from the authority having jurisdiction.

7.2 Any portion of the Historic Area that encroaches onto any adjacent land, other than land owned by Smoky Lake County, shall be considered Non-Regulated Portions. Any portion of any Building that encroaches onto the Historic Area shall not be affected by this Bylaw.

#### 8 COMPENSATION

8.1 No compensation pursuant to the Act or otherwise is owing to the owner of the Historic Area or any other person.

#### 9 RECITALS AND SCHEDULES

9.1 The following recitals and Schedules are attached to and form a part of this Bylaw:

**Schedule "A"** – Statement of Significance

**Schedule "B"** – Approximate Outline of The Historic Area

**Schedule "C"** – Regulated Portions of The Historic Area

**Schedule "D"** – Plans of Survey and Images showing former Ferry Crossings

**Schedule "E"** – Standards and Guidelines for The Conservation of Historic Places in Canada

**10 INTERPRETATION & SEVERABILITY**

- 10.1 The headings in this Bylaw are for ease of reference only and are not intended to be considered in the construction or interpretation of this Bylaw.
- 10.2 The term "Building" has the same meaning given to that term in the Smoky Lake County Land Use Bylaw.
- 10.3 It is the intention of Council that each provision of this Bylaw shall be deemed independent of all other provisions herein.
- 10.4 Further, it is the intention of Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of the Bylaw is deemed valid and enforceable.
- 10.5 A reference to a statute or regulation or a provision thereof means the statute or regulation, or provision as amended or superseded from time to time.
- 10.6 The administration of this bylaw shall be under the management and control of the Development Authority of Smoky Lake County.

**11 COMING INTO FORCE**

- 11.1 This Bylaw comes into effect upon it receiving third reading.

READ A FIRST TIME IN COUNCIL, THIS 10<sup>th</sup> DAY OF DECEMBER, AD 2020.

READ A SECOND TIME IN COUNCIL, THIS 10<sup>th</sup> DAY OF DECEMBER, AD 2020.

READ A THIRD AND FINAL TIME WITH UNANIMOUS CONSENT IN COUNCIL, THIS 10<sup>th</sup> DAY OF DECEMBER, AD 2020.

  
 \_\_\_\_\_  
 Craig Lukinuk  
 Reeve

  
 \_\_\_\_\_  
 SEAL  
 Gene Sobolewski  
 Chief Administrative Officer

**SCHEDULE "A"**  
**FORMER NORTH SASKATCHEWAN RIVER FERRY CROSSINGS**  
**MUNICIPAL HISTORIC AREA**  
**STATEMENT OF SIGNIFICANCE**

**Description of Heritage Resource**

Within the Municipal Historic Area, there are six access points to the North Saskatchewan River that were sites for scow or ferry crossings during the 19th and early 20th centuries prior to widespread bridge construction which began post World War II. Primarily with picks, shovels, horses and wagons, early settlers accessing the shoreline at these places altered the natural topography to facilitate travel and connectivity between communities separated by the natural barrier of the river. Native trees and shrubs also often frame these sites.

**Heritage Values:**

Ferry crossings are significant because of the aesthetic, natural, cultural, spiritual and recreational values they embody. The crossings are a reminder that rivers can be obstacles as well as assets and they represent a significant heritage value because they speak to the enduring inter-community linkages important to early settlers.

In pre- and early settlement times, if people needed to cross the river, they chose a shallow place for fording. Ferry crossings were often established in the vicinity of these fords and, eventually, bridges joined the roadways serviced by the ferries. In this way, the river and ferry crossings influenced land-based transportation networks thereby affecting communication, trade, commerce, settlement patterns and religious/social life.

Ferry crossings became gathering places for social events such as corn/potato roasts, barbecues and square dances; the ferry deck was swept off for the dancing and tables of food were set up on the riverbank. Crossings were also convenient sites for river baptisms and berry pickers used the ferries in the autumn to access wild fruit on both sides of the river. Use of the crossings coincided with nature's cycles: winter freezing and spring break-up interrupted travel unless an ice bridge could be formed.

The natural landscape of terraces and slopes running toward the North Saskatchewan River at these sites also provides natural heritage value that complements the cultural landscape.

**Character Defining Elements**

- Physical nexus between land and water; proximity between the North Saskatchewan River, roads, trails, and communities such as the Victoria Trail Municipal Historic Area, Victoria Settlement, Warspite, Waskatenau, Smoky Lake, Saddle Lake, and Victoria District National Historic Site of Canada;
- Human or culturally modified topography of the riverbank; road/trail access and egress;
- Framed by foliage, vegetation, sometimes in proximity to berries, food-sources;

**Sources:**

- Smoky Lake County. *Victoria District Area Structure Plan (ASP) Bylaw 1305-17*, 2017. Print.
- North Saskatchewan Watershed Alliance. *The Story of this River is the Story of the West: Canadian Heritage Rivers System Background Study*, 2005. Print.
- Haestie, Elizabeth. *Ferries and Ferryman in Alberta*. Calgary: Glenbow Museum, 1986. Print.
- Waskatenau Districts Historical Society. Corporate. *By River and Trail: The History of Waskatenau and Districts. Vol. 1* (1986). Web.

### SCHEDULE "B" APPROXIMATE OUTLINE OF THE HISTORIC AREA

The approximate Historic Ferry Sites are shown below in Red.

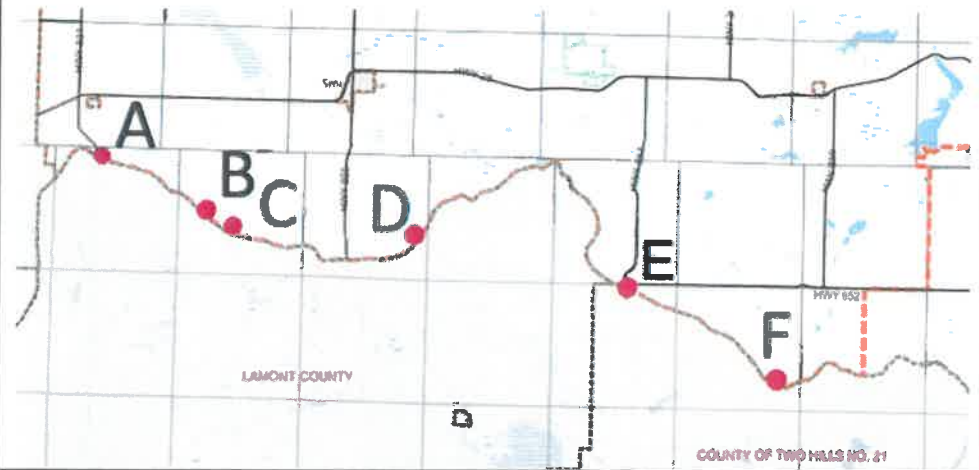


Figure 1 – Overview

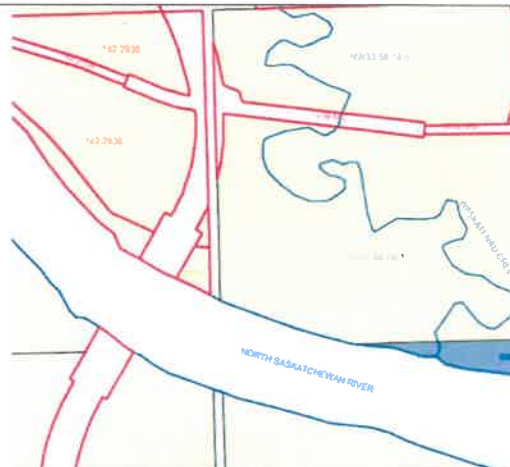
#### A. Waskatenau Ferry

**Decimal Degrees:**  
**Latitude: 54.059360;**  
**Longitude: -112.778269**


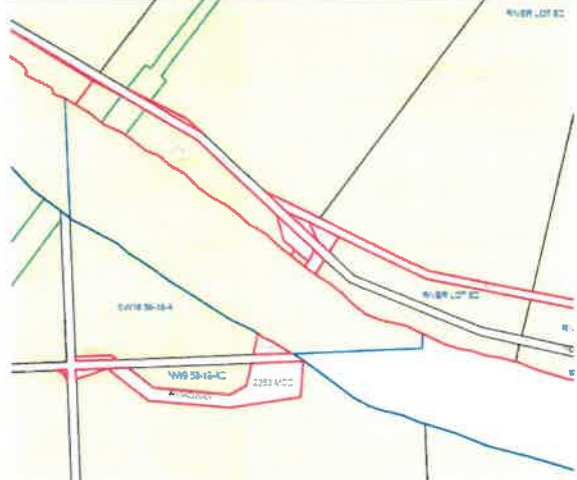
**Situated within**  
**Rural Legal:**  
**NE-32-58-19-4**



Smoky Lake County Munisite Orthographic





SpinII – Alberta Land Titles Map	
<b>B. Warspite Ferry A</b>	
<b>Decimal Degrees</b> Latitude: 54.009123 Longitude: -112.620270	<b>Smoky Lake County Munisite Orthographic</b>
<b>Situated within</b> <b>Rural Legal:</b> <b>River Lots 7 and 8, 58-18-4</b>	
	<b>SpinII – Alberta Land Titles Map</b>

**C. Warspite Ferry B**

**Decimal Degrees**  
**Latitude: 54.026733**  
**Longitude: -112.658782**

**Situated within**  
**Rural Legal:**  
**River Lot 1-58-18-4**



**Smoky Lake County Munisite Orthographic**



**SpinII – Alberta Land Titles Map**

**D. Victoria/Pakan Ferry**

**Decimal Degrees**  
**Latitude: 54.003092**  
**Longitude: -112.399299**

**Situated within Rural**  
**Legal: River Lot 6-58-17-4**



**Smoky Lake County Munisite Orthographic**



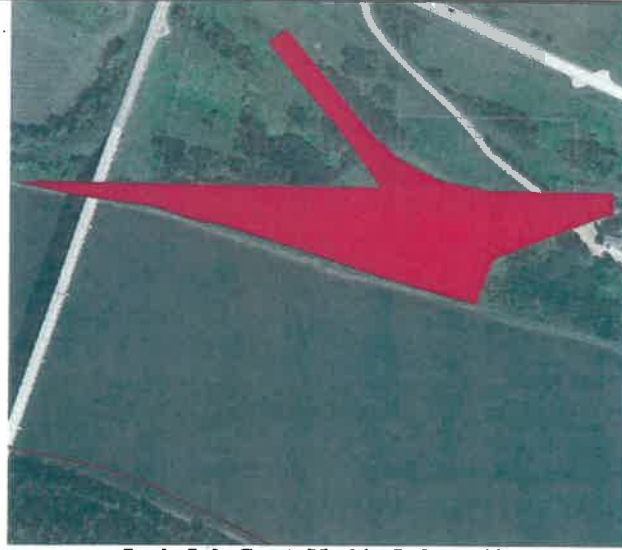
**SpinII – Alberta Land Titles Map**

Smoky Lake County  
Bylaw 1385-20

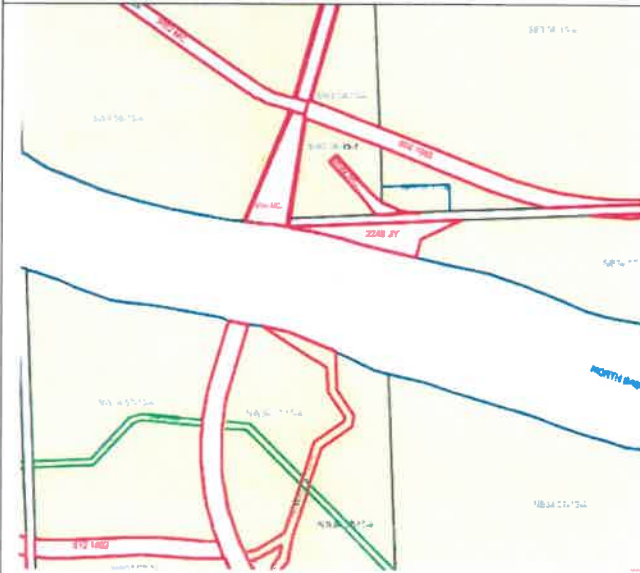
**E. Shandro Ferry**

**Decimal Degrees**  
**Latitude: 53.976692**  
**Longitude: -112.147008**

**Situated within Rural**  
**Legal: NW-34-57-15-4**



**Smoky Lake County Munisite Orthographic**



**SpinII – Alberta Land Titles Map**

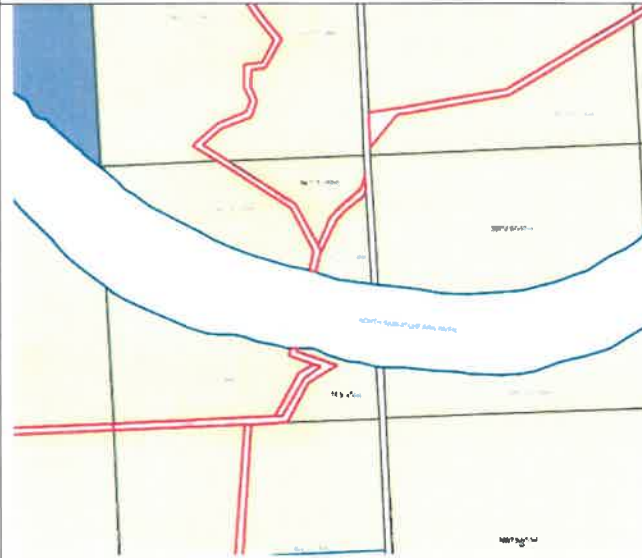
**F. Desjarlais Ferry**

**Decimal Degrees**  
**Latitude: 53.908537**  
**Longitude: -111.963141**

**Situated within Rural**  
**Legal: SE-11-57-14-4**

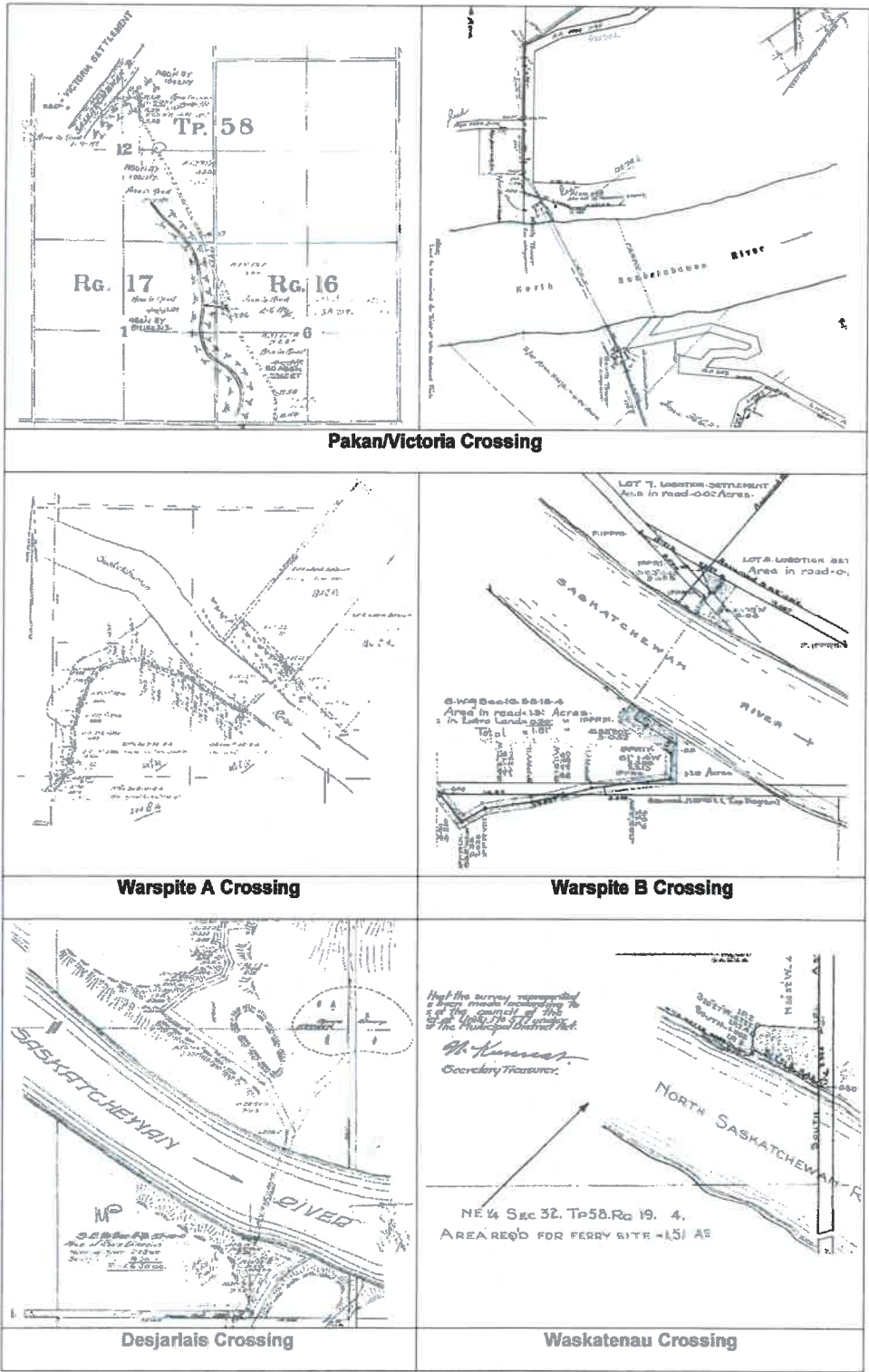


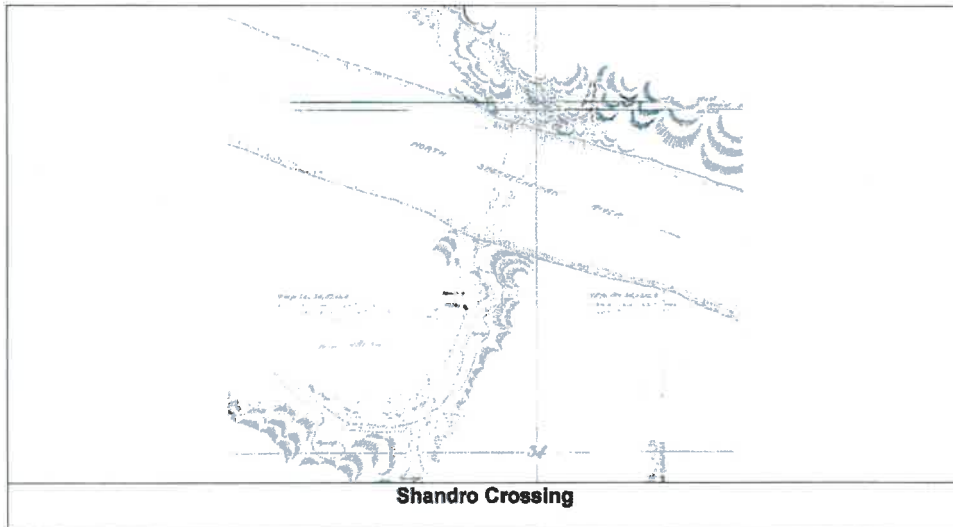
**Smoky Lake County Munisite Orthographic**



**SpinII - Alberta Land Titles Map**

**SCHEDULE "C"**  
**SELECTED SURVEYS AND IMAGES**  
**SHOWING THE FORMER FERRY CROSSING SITES**





**Fig. 2**

**Pakan Ferry, by Mary Mansfield (1930). Photo Courtesy of the Provincial Archives**

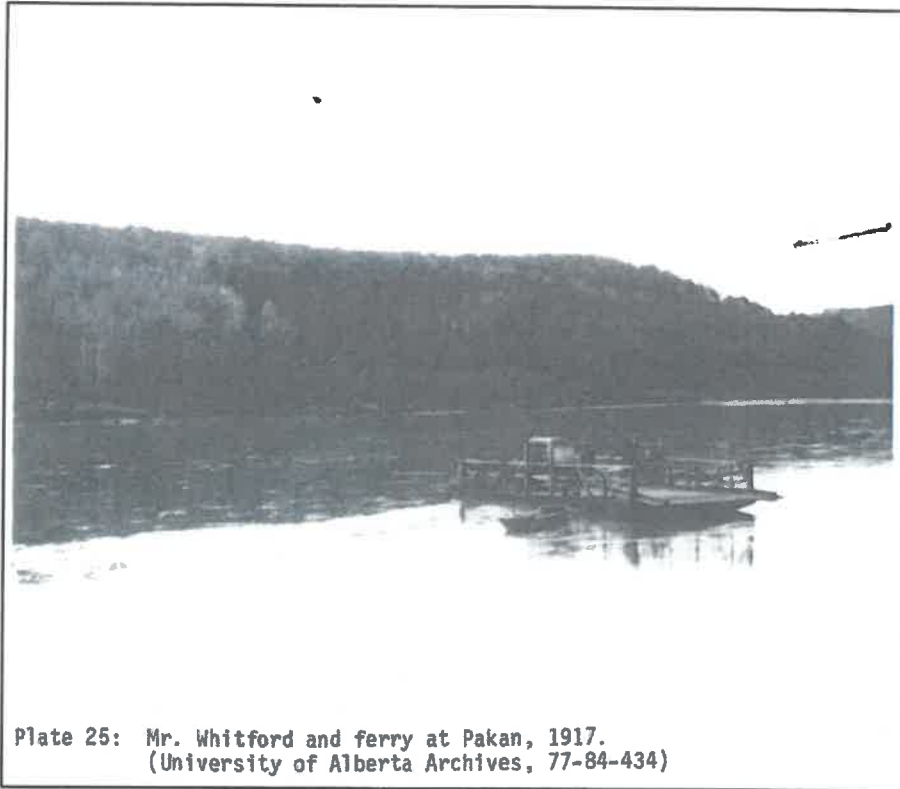


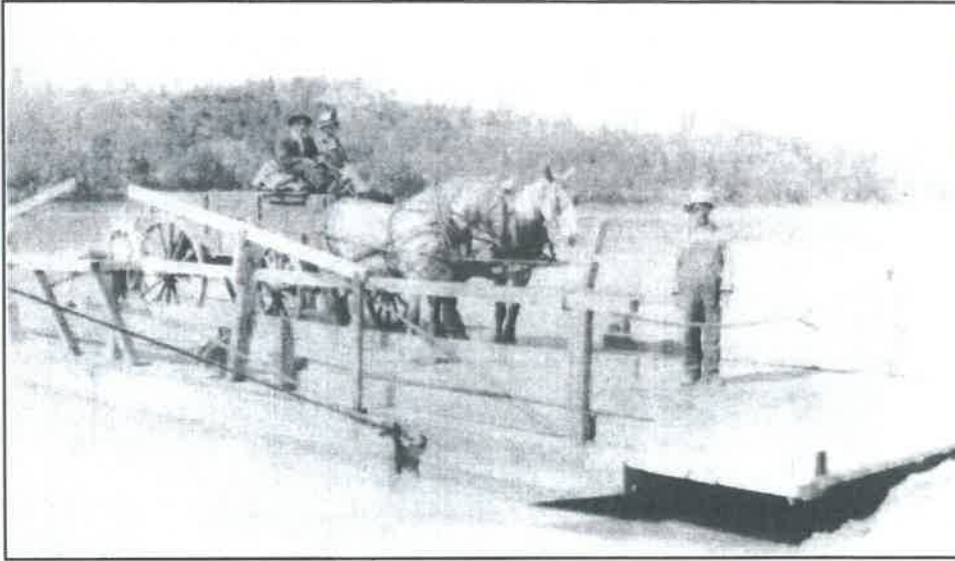
Fig. 3



Fig. 4

Pakan Ferry, by Nicholas W. Gavinchuk. (1928) Photo Courtesy of the Provincial Archives





**Fig. 5**  
**Fred Henderson, ferryman, c. 1922; others unknown – pg. 151,**  
**By river and trail: the history of Waskatenau and districts. Vol. 1**



**Fig. 6**  
**c. 1926 – pg. 151, By river and trail: the history of Waskatenau and districts. Vol. 1**



Fig. 7

c. 1926 – pg. 151, *By river and trail: the history of Waskatenau and districts. Vol. 1*



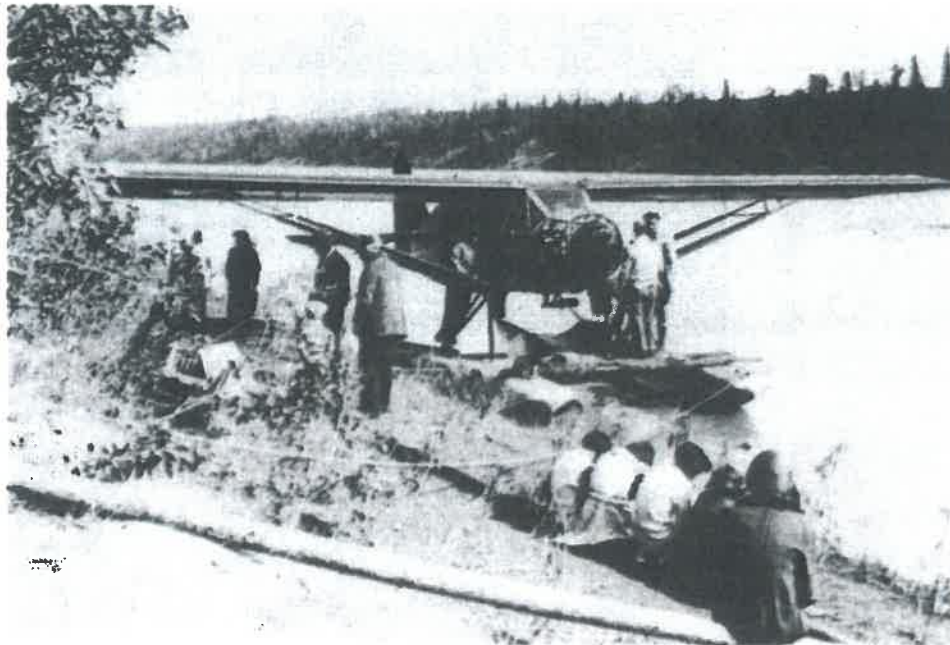
Fig. 8

North Saskatchewan River in Flood, June 1952. Deanna Petryk in foreground. - pg. 152, *By river and trail: the history of Waskatenau and districts. Vol. 1*



**Fig. 9**

c. 1930 - pg. 152, *By river and trail: the history of Waskatenau and districts. Vol. 1*



**Fig. 10**

Wop May and a Mr. Gilbert were flying over Smoky Lake to Yellowknife c. 1934 when a plane blew a piston. Fearing the mud flats on the lake, they landed on the river. - pg. 152, *By river and trail: the history of Waskatenau and districts. Vol. 1*



**Fig. 11**

**c. 1945 - pg. 153, By river and trail: the history of Waskatenau and districts. Vol. 1**



**Fig. 12**

**Last crossing of the [Waskatenau] ferry, 1963; Joe Fedyniak - pg. 153, By river and trail: the history of Waskatenau and districts. Vol. 1**

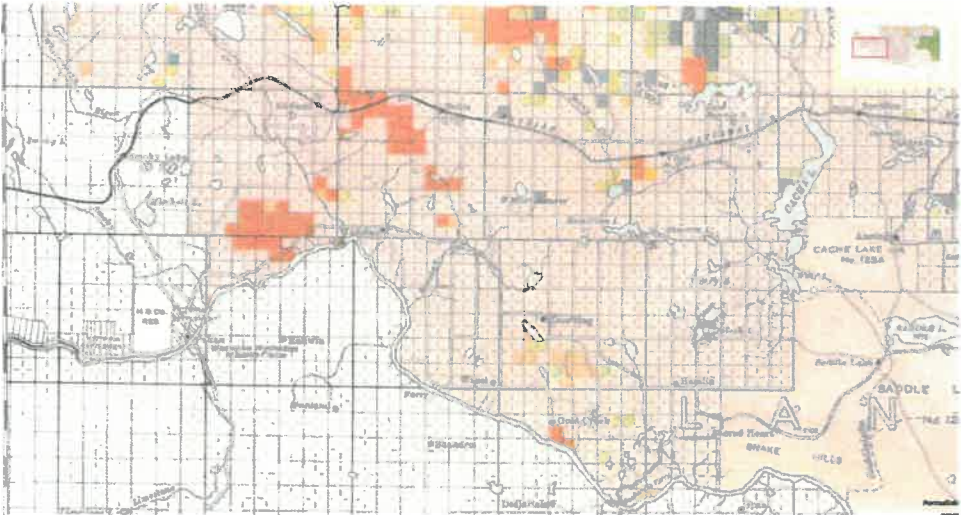


Fig. 13

Excerpt of 'Map 700' showing ferry crossings., *Map of St. Paul des Metis District, Province of Alberta classification of lands by quarter-section for settlement purposes*, Ottawa Department of the Interior (1923), Courtesy of the University of Alberta Peel's Prairie Provinces Digital Library ([www.peel.library.ualberta.ca/maps](http://www.peel.library.ualberta.ca/maps))

**SCHEDULE "D"**  
**THE REGULATED PORTIONS OF THE HISTORIC AREA**

The purpose of this Schedule is to identify by written description and photograph, those portions of the area known as the Victoria Trail Municipal Historic Area, which specifically must be preserved.

1. None of the Historic Area identified in this Bylaw shall be treated as Regulated Portions.
2. Regulations concerning land use, development, viewscales, and maintenance may be implemented through other statutory means such as but not limited to the:
  - a. Smoky Lake County Municipal Development Plan (MDP) Bylaw 1249-12, or its equivalent
  - b. Smoky Lake County Land Use (LUB) Bylaw 1272-14, or its equivalent
  - c. Smoky Lake County Victoria District Area Structure Plan (ASP) Bylaw 1305-17, or its equivalent

## **SCHEDULE "E"**

### **STANDARDS AND GUIDELINES FOR THE CONSERVATION OF HISTORIC PLACES IN CANADA**

The primary purpose of the 2003 Standards and Guidelines for the Conservation of Historic Places in Canada ('Standards and Guidelines') is to provide sound, practical guidance to achieve good conservation practice. They are used to assess proposed changes to designated Municipal Historical Resources and Municipal Historic Areas and form the basis for review and assessment for the approved rehabilitation program.

The Standards and Guidelines were developed by Parks Canada and have been adopted as national standards for the conservation of designated historic structures. They provide a philosophical consistency for project work; and while neither technical nor case-specific, they provide the framework for making essential decisions about those features of a historic place, which should be maintained and can be altered.

#### **The Standards and Guidelines**

The Standards and Guidelines are not presented in a sequential or hierarchical order, and as such, equal consideration should be given to each. All Standards and Guidelines for any given type of treatment must therefore be applied simultaneously to a project.

#### **General Standards and Guidelines (all projects)**

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 move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place which, over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
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 Area that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character-defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
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.
8. Maintain character-defining elements on an on-going 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 are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible and identifiable upon close inspection and document any intervention for future reference.

#### **Additional Standards and Guidelines 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 of 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.

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.
12. Create any new additions or related new 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.

#### **Additional Standards and Guidelines 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.
14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

#### **Standards and Guidelines**

The full text of the Standards and Guidelines for the Conservation of Historic Places in Canada is available from:

**Smoky Lake County**  
4612 McDougal Drive, Box 310  
Smoky Lake, AB T0A 3C0  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)



**Parks Canada**  
25 Eddy Street  
Gatineau, Quebec K1A 0M5  
<https://www.historicplaces.ca/>

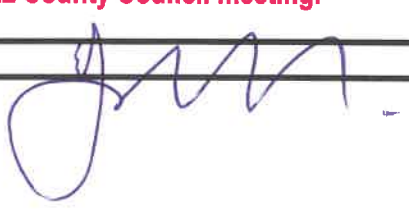








<b>REQUEST FOR DECISION</b>		<b>DATE</b> June 23, 2022	<b>4.2</b>
<b>TOPIC</b>	<b>Regional Engineering Development Standards – Addendum &amp; Update</b>		
<b>PROPOSAL</b>	<p><i>That Smoky Lake County Council approve of the action taken by administration to post an addendum to the Regional Engineering Design Standards (REDS) Request for Proposal (RFP No. REDS-2022), extending the deadline for proposals from Friday, June 17, 2022 at 4:00 p.m. Mountain Time, to Tuesday, July 12, 2022, at 3:00 p.m. Mountain Time, to allow prospective bidders more time to prepare their proposals; and to reiterate that a WCB certificate and COR certificate are required components of a complete proposal; and further to approve County administration to award the contract to the successful proponent upon close of the RFP, and pursuant to the outcome of an administrators’ meeting with the Town of Smoky Lake and the Villages of Waskatenau and Vilna, and to approve future action taken by administration at the August, 25, 2022 County Council meeting. ©ATTACHMENT 1</i></p> <p><b>BACKGROUND</b></p> <ul style="list-style-type: none"> <li><b>May 26, 2022 – Smoky Lake County Council Meeting</b></li> </ul> <p><b>Motion #720-22:</b> “That Smoky Lake County approve to proceed with publishing the Request for Proposal: RFP 2022-001: Regional Subdivision Design Standards (RSDS), Project No. SLC-PD-2022-001, for the Smoky Lake Regional Development Guidelines and Minimum Servicing Standards (also known as: Regional Engineering Standards (REDS)), as amended, online via the Alberta Purchasing Connection (APC), with an intake deadline of June 17, 2022, in accordance with Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.” CARRIED</p> <p><b>NEXT STEPS</b></p> <ul style="list-style-type: none"> <li>Once the RFP has closed, administration will review and score bidders in accordance with <b>Smoky Lake County Policy Statement 08-16: Purchasing Guidelines</b>.</li> <li>The project will also include public participation to invite input.</li> <li>Once the project has been completed, each participating municipal council will contemplate <i>adopting</i> the revised standards, either by policy or bylaw.</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>	<p><b>Municipal Government Act</b></p> <p><b>Smoky Lake County Policy Statement 08-16: Purchasing Guidelines</b></p>		
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>Allow for additional time to be provided to prospective bidders to prepare their proposals, thereby ensuring that the County has the most possible proposals to choose from</li> <li>Allow for the contract to be awarded and project to commence as soon as possible</li> </ul>		

	in order to meet the project completion deadline of March 31, 2023, as indicated in the Alberta Community Partnership Conditional Grant Agreement	
<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>• Nil.</li> </ul>	
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>• Nil.</li> </ul>	
<b>FINANCE/BUDGET IMPLICATIONS</b>		
<b>Operating Costs:</b>	_____	<b>Capital Costs:</b> _____
<b>Budget Available:</b>	<b>\$200,000</b> _____	<b>Source of Funds:</b> <u>ACP grant</u>
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b> _____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	<ul style="list-style-type: none"> <li>• The County will act as the managing partner of this ACP application and will be responsible for the administration of the project, including processing of all invoices.</li> <li>• The County will work closely with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, and provide project updates throughout the duration of the project.</li> </ul>	
<b>COMMUNICATION STRATEGY</b>	<ul style="list-style-type: none"> <li>• website &amp; social media</li> <li>• public participation plan</li> </ul>	
<b>RECOMMENDATION</b>		
<ol style="list-style-type: none"> <li>1. That Smoky Lake County Council approve of the action taken by administration to post an addendum to the Regional Engineering Design Standards (REDS) Request for Proposal (RFP No. REDS-2022), extending the deadline for proposals from Friday, June 17, 2022 at 4:00 p.m. Mountain Time, to Tuesday, July 12, 2022, at 3:00 p.m. Mountain Time, to allow prospective bidders more time to prepare their proposals and to reiterate that a WCB certificate and COR certificate are required components of a complete proposal.</li> <li>2. To approve County administration to award the contract to the successful proponent upon close of the RFP, and pursuant to the outcome of an administrators' meeting with the Town of Smoky Lake and the Villages of Waskatenau and Vilna, and to approve future action taken by administration at the August, 25, 2022 County Council meeting.</li> </ol>		
<b>CHIEF ADMINISTRATIVE OFFICER</b>		

RFP 2022-001:  
Regional Subdivision and Design Standards (RSDS)  
Project No. SLC-PD-2022-001

## **Addendum #1 - June 8<sup>th</sup>, 2022**

**Question #1:** *"...due to planned vacations, our team may have difficulties preparing a quality proposal. We would like to respectfully request a one week extension."*

**Answer:** Upon issuance of this Addendum, the RFP response deadline is amended to be **Tuesday July 12<sup>th</sup>, 2022, at 2:59:59pm MST.**

\*\*\*

**Question #2:** *"Mentioned in the documents, it is required to have a WCB certificate, can this be substituted with a WSIB?"*

**Answer:** WCB is required.

\*\*\*

**Question #3:** *"The RFP proposal requests a consultant for engineering design, however says you require a COR certificate before and on award. This is for construction, is this required in our submission?"*

**Answer:** COR required.

-end-

<b>REQUEST FOR DECISION</b>		DATE	<b>June 23, 2022</b>	<b>4.3</b>
TOPIC	<b>Bylaw 1414-22: Community Economic Development Officer</b>			
PROPOSAL	<p><b>HISTORY:</b></p> <ul style="list-style-type: none"> <li>▶ <b>Smoky Lake Region Strategic Plan</b> : On September 10, 2007: Joint Municipalities Committee adopted this Plan and each respective municipality followed up with a motion to adopted the Regional Strategic Plan by Policy.</li> <li>▶ <b>Policy Statement No. 61-04:</b> Smoky Lake Region Strategic Plan: 2007 to 2027  <b>Goal One:</b> Improve the Region’s Economic Development Capacity  <b>Objective 1.2:</b> Retain a <u>full-time economic and community development officer</u> for Region to lead the ongoing implementation of the plan.</li> <li>▶ <b>Terms of Reference</b> for the Regional Community Economic Development Committee - it references the responsibilities of a CEDO to the committee.</li> <li>▶ <b>CEDO:</b> On <b>August 28, 2014</b> - <b>Motion 747-14:</b> Smoky Lake County, as managing partner, prepared the Ad to hire a Regional Community Economic Development Officer (CEDO). Councils left the hiring decisions up to the RCDC Committee.</li> </ul> <p><b>BACKGROUND</b></p> <p><b><u>Contract Position: Michelle Wright c/o Pappy’s Parcel Pitstop Inc.</u></b></p> <ul style="list-style-type: none"> <li>▶ <b>RCDC Meeting: June 25, 2019 - Motion #122-21:</b>  <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-right: 10px;"><b>2019</b></div> That the Regional Community Development Committee (RCDC) approve Smoky Lake County, as managing partner, to execute the Contract Agreement for the Smoky Lake Region, Contract Position: Community Economic Development Officer (CEDO) with Michelle Wright, for a One-Year Term: July 8, 2019 to June 30, 2020.</li> <li>▶ <b>RCDC Meeting: January 28, 2020 - Motion #108-20:</b>  That the Regional Community Development Committee (RCDC) re-confirm ) re-confirm <b>Pappy’s Parcel Pitstop Inc. c/o Michelle Wright</b> as the <u>Contractor</u> for the position as <b>Community Economic Development Officer (CEDO)</b> in conjunction with the “Contract agreement” signed June 26, 2019 for a one-year term: July 8, 2019 to June 30, 2020, upon the successful six-month probationary period-ended in accordance with the Performance Appraisal held January 28, 2019 and approve compensation increase in the amount of <b>\$5,000.00</b> effective January 1, 2020 from <b>\$50,000.00</b> to <b>\$55,000.00</b> per year.</li> </ul> <p><b><u>Contract Position: Michelle Wright c/o Pappy’s Parcel Pitstop Inc.</u></b></p> <ul style="list-style-type: none"> <li>▶ <b>RCDC Meeting: May 4, 2020 - Motion #158-20:</b>  <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-right: 10px;"><b>2020</b></div> That the Regional Community Development Committee (RCDC) re-confirm <b>Pappy’s Parcel Pitstop Inc. c/o Michelle Wright</b> as the <u>Contractor</u> for the position as <b>Community Economic Development Officer (CEDO)</b> in conjunction with the “Contract Agreement” signed June 30, 2020 for a one-year term: <b>July 1, 2020 to June 30, 2021.</b></li> </ul> <p style="text-align: center;"><b>RCDC Meeting: June 29, 2020 - Motion 188-20: Compensation to \$60,000.00.</b></p>			

**Community Economic Development Officer (CEDO): Contract Agreement**

**2021  
3-Months**

▶ **RCDC Meeting: June 21, 2021 - Motion #97-21:**

That the Regional Community Development Committee (RCDC) approve an extension to the "Contract Agreement" for a **three-month period: July 1, 2021 to September 30, 2021** originally signed June 30, 2020 for a one-year term which expired **June 30, 2021** with **Pappy's Parcel Pitstop Inc. c/o Michelle Wright** as the Contractor for the position of **Community Economic Development Officer (CEDO)**; and advise Smoky Lake County, as the managing partner to review the contents contained within the current "Contract Agreement" to include provisions and conditions for that of an **"Independent Contractor"** for the CEDO position

**2021  
3-Months**

▶ **RCDC Meeting: September 27, 2021 - Motion #127-21:**

That the Regional Community Development Committee (RCDC) extend the contract with **Pappy's Parcel Pitstop Inc. c/o Michelle Wright** as the "Contractor" for the position of **Community Economic Development Officer (CEDO)** in conjunction with the "Contract Agreement" signed July 24, 2020 for an additional 3 month term: October 1, 2021 to December 31, 2021 in accordance with RCDC continuing to develop a new Contract with the Contractor and approve compensation **\$6,000.00 per month** for three months effective October 1, 2021.

▶ **RCDC Meeting: September 27, 2021 - Motion #127-21:**

That the Regional Community Development Committee (RCDC) request Smoky Lake County as managing partner for RCDC revise the draft Contract with the Contractor, **Pappy's Parcel Pitstop Inc. c/o Michelle Wright** for **Community Economic Development Officer** services based on recommending edits received from RCDC members by the Managing Partner by October 8, 2021 and the revisions be presented to RCDC at the next meeting October 13, 2021 at 1:00 p.m.

**2022  
2-Months**

▶ **RCDC Meeting: April 11, 2022 – Motion #41-22:**

That the Regional Community Development Committee (RCDC) extend the contract with **Pappy's Parcel Pitstop Inc. c/o Michelle Wright** as the "Contractor" for the position of **Community Economic Development Officer (CEDO)** in conjunction with the "Contract Agreement" signed July 24, 2020 for an additional 2 month term: April 1 to May 31, 2022 in accordance with RCDC continuing to develop a new Contract with the Contractor and approve compensation \$6,000.00 per month for two months effective April 1, 2022.

▶ **RCDC Meeting: April 11, 2022 – Motion #42-22:**

That the Regional Community Development Committee (RCDC) request Smoky Lake County as Managing Partner to review the proposed contract and identify all clauses that are considered non-negotiable by the Managing Partner, and forward the proposed contract in its entirety to RCDC before April 14, 2022 for the Committee members' information.

**CURRENT:**

**RCDC Meeting: April 25, 2022 – Motion #48-22:**

That the Regional Community Development Committee (RCDC) **amend the existing CEDO Contract** as follows:

1. Amend Contract Clause 2 to read: The Contractor will direct and control the manner and method in which the Services are performed and will set the hours during which the Services are performed.
2. Amend the Signature block: remove RCDC Chair and insert Smoky Lake County

	<p>Reeve as signatory.</p> <ol style="list-style-type: none"> <li>3. Update the term of the contract to: <b>June 1, 2022 to June 30, 2023.</b></li> <li>4. Amend the contract to reflect any additional changes to RCDC since original contract signing.</li> </ol> <p><b>RCDC Meeting: May 19, 2022 – Motion #__-22:</b>  That the Regional Community Development Committee (RCDC) approve compensation increase to the amount of <b>\$80,000.00 per year</b> from the previous two contract extension(s) compensation of \$6,000.00 <b>per month</b> for <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>, and approve the renewal of the “Contract Agreement” that was originally signed July 24, 2019 for an additional one-year term to June 30, 2023, effective June 1, 2022, in accordance with April 25, 2022 -RCDC Motion #48-22.</p> <p><b>PROPOSAL:</b></p> <p>▶ <b>In accordance to RCDC Meeting: May 19, 2022 – Motion #__-22: Smoky Lake County as the managing partner on behalf of participating municipalities prepare the Contract Agreement for execution for the Term June 1, 2022 to June 30, 2023 with Pappy’s Parcel Pitstop Inc. c/o Michelle Wright. <u>Attachment #1 behind the bylaw is the Contract Agreement.</u> Changes as per RCDC are marked with an ←</b></p>
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**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<p><b>MUNICIPAL GOVERNMENT ACT</b></p> <p>Section 3(b): <u>to provide</u> services, facilities or other things that, in the opinion of Council, are <b>necessary or desirable</b> for all or a part of the municipality, and</p> <p>Section 7: May pass bylaws to enter into an agreement as to the joint control and Management of anything that concerns respective Municipalities.</p> <p>Section 6: A Municipality has Natural Persons Powers, except to the extent that they are limited by this or any other enactment.</p> <p><b>Bylaw No. 1399-21: Regional Community Development Committee (RCDC): Joint Agreement - Terms of Reference</b></p>
--	--

<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• Investing in a Community Economic Development Officer will increase the exposure of our County (and member municipalities) to opportunities for growth in our region, thereby increasing tax revenues, population, jobs, etc.</li> </ul>
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<b>DISADVANTAGES</b>	N/A
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<b>ALTERNATIVES</b>	N/A
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**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	
COMMUNICATION STRATEGY	
RECOMMENDATION	
<p>That Smoky Lake County give Bylaw 1414-22: Community Economic Development Officer (CEDO) 1<sup>st</sup> Reading, 2<sup>nd</sup> Reading, Permission for Third Reading, and Third and Final Reading to enter into a Contract Agreement from June 1, 2022 to June 30, 2023.</p>	
CHIEF ADMINISTRATIVE OFFICER	<i>[Signature]</i> for CAO



**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1414-22**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO ENTER INTO A CONTRACT AGREEMENT TO HIRE A COMMUNITY ECONOMIC DEVELOPMENT OFFICER.**

**WHEREAS**, pursuant to the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (“the Act”) provides that a Municipal Council may pass such bylaws to enter into an agreement as to the joint control and management of anything that concerns respective municipalities.

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

1. The Smoky Lake County is hereby authorized to enter into a Contract Agreement, as per attached, “**Contract Agreement**” for **Smoky Lake Region Community Economic Development Officer**, for the Term **June 1, 2022 to June 30, 2023**.
2. The Reeve and Chief Administrative Officer of Smoky Lake County are hereby authorized to sign and seal the Contract Agreement on behalf of the Municipalities of: Town of Smoky Lake, Village of Vilna, and Smoky Lake County.

**REPEAL**

3. Bylaw No. 1355-19 shall be repealed upon the passing of this Bylaw.

**EFFECTIVE DATE**

4. This Bylaw comes into effect on the date of final passing thereof.

READ A **FIRST TIME** IN COUNCIL THIS **23<sup>rd</sup>** day of **June**, AD **2022**.

READ A **SECOND TIME** IN COUNCIL THIS **23<sup>rd</sup>** day of **June**, AD **2022**.

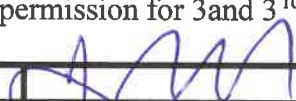
READ A **THIRD AND FINAL TIME, WITH THE UNANIMOUS CONSENT OF ALL COUNCILLORS PRESENT, THIS 23<sup>rd</sup>** day of **June**, AD **2022**.

\_\_\_\_\_  
Lorne Halisky, Reeve

**S E A L**

\_\_\_\_\_  
Gene Sobolewski,  
Chief Administrative Officer



<b>REQUEST FOR DECISION</b>		DATE	<b>June 23, 2022</b>	<b>4.4</b>
<b>TOPIC</b>	<b>Bylaw No. 1418-22: Borrowing Bylaw</b>			
<b>PROPOSAL</b>	<p>A borrowing bylaw is required to have the line of credit and credit cards, The bylaw gives the County authorization to borrow up to \$5,000,000 on the operating line of credit and \$50,000.00 on the Corporate Mastercard Account. It does not cost anything to have the line of credit available in case of emergency.</p> <p>Because taxes are due October 31 there is a risk that we will not have enough operating cash and will need to use an overdraft. The risk has been low because we have been borrowing from our savings account instead of borrowing from ATB. For the past several years, we have been able to avoid this by managing the cash flow and transferring to and from higher interest savings accounts. The cost of borrowing is slightly higher than the revenue from interest.</p>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
n/a				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>		Repeal bylaw 1401-21		
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>■ Meets the commitment administration made in the Smoky Lake County Municipal Accountability Review Report – Response Plan</li> </ul>			
<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>■ none</li> </ul>			
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>■ Choose up to three years payback.</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>				
<b>COMMUNICATION STRATEGY</b>				
<b>RECOMMENDATION</b>				
That Smoky Lake County gives 1 <sup>st</sup> , 2 <sup>nd</sup> , permission for 3 <sup>rd</sup> and 3 <sup>rd</sup> readings to Bylaw No. 1418-22.				
<b>CHIEF ADMINISTRATIVE OFFICER</b>				

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1418-22**

Being a Bylaw to authorize the Municipal Council of the Smoky Lake County, in the Province of Alberta to provide **operating expenditure borrowing** and short-term **capital property borrowing**.

\*\*\*\*\*

**WHEREAS**, Sections 256 and 257 of the *Municipal Government Act*, being Chapter M-26 R.S.A. 2000 and amendments thereto, deal with short-term borrowing.

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

1. The Corporation is hereby authorized to borrow from ATB Financial, ("ATB")  
**Operating Line of Credit not to exceed \$5,000,000.00 (Five Million Dollars and zero cents)**  
  
**Corporate Mastercard Account with a credit limit of \$50,000.00 Fifty Thousand Dollars and zero cents)**  
  
repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10% (ten percent) and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. **The borrowing is a line of credit** payable on demand and the Corporation is required to pay accrued interest monthly.
3. The Reeve and Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - a. To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms, and conditions of the loan and security or securities to be given to ATB;
    - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - ii. To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments, and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.
4. The source or sources of money used to repay the principal and interest owing under the borrowing from ATB are: unpaid taxes and penalties on taxes assessed and/or levied by Smoky Lake County in previous years together with penalties there on, and the whole of the taxes assessed or to be assessed and/or levied for the current year.

**Bylaw No. 1418-22**

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.
4. That Bylaw No. 1401-21 is hereby repealed.

READ a First Time this     <sup>th</sup> day of **June, AD 2022**.

READ a Second Time this     <sup>th</sup> day of **June, AD 2022**.

READ a Third and Final Time this     <sup>th</sup> day of **June, AD 2022** and finally passed by Council.

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REEVE

S E A L

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CHIEF ADMINISTRATIVE OFFICER



<b>REQUEST FOR DECISION</b>		<b>DATE</b>	<b>June 23, 2022</b>		<b>4.5</b>																				
<b>TOPIC</b>	<b>Bylaw Enforcement Officer Services: Contract Extension</b>																								
<b>PROPOSAL</b>	<p><b>BACKGROUND:</b></p> <p><b>Special County Council Meeting: August 5, 2021 - Motion #1004-21:</b> That Smoky Lake County pursue a contract agreement for the purpose of short-term bylaw enforcement services with Tammy Goddu, Certified Forensic Science Investigator (CFSI), Bylaw Enforcement Services, Investigative Assurance; and forward the said agreement to a future County Council Meeting for consideration of ratification.</p> <p><b>December 16, 2021 –County Council Meeting – CAO Report:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4" style="background-color: #4F81BD; color: white; text-align: left;">Chief Administrative Officer</th> </tr> <tr> <td colspan="2"></td> <td colspan="2" style="text-align: right;">Report Period: <u>Sept 24, 2021 to Dec 16, 2021</u></td> </tr> <tr> <th colspan="4" style="background-color: #4F81BD; color: white;">LEGISLATIVE / GOVERNANCE</th> </tr> <tr> <th style="width: 70%;">Projects</th> <th style="width: 10%;">Date In Progress</th> <th style="width: 10%;">Date Outstanding</th> <th style="width: 10%;">Date Completed</th> </tr> <tr> <td> <p><b>Bylaw Enforcement:</b> the contractor continues to react to complaints and proactively patrol areas. Investigative Assurance has provided the County excellent services to date and their contract will be expiring on January 01, 2022. I spoke to our Officer and she would welcome a contract extension. The recommendation from Administration is to extend the contract for at least 6 months to a year. Administration is currently evaluating whether an employee is required or whether continuance of the existing services deals with the majority of Bylaw Enforcement issues. The intention will be that if the County will pursue a long term contract (3 or more years) with Investigative Assurance, the contract will be prepared accordingly.</p> <p><b>Recommendation:</b> That Council approve the extension of the existing contract for Bylaw Services with Investigative Assurance for a term not exceeding one (1) year in duration.</p> </td> <td></td> <td></td> <td style="text-align: center;">Dec 16/21</td> </tr> </table> <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; and commence undertaking the recruitment process for a Community Peace Officer One (CPO1).</p> <p><b>CURRENT:</b> As per Council’s direction provided on December 16, 2021 (above), Administration has advertised to recruit a CPO1 and is currently in the process of reviewing the applications received. The shortlisting of candidates is scheduled to occur during the last week of June with interviews to be held in July, 2022.</p> <ul style="list-style-type: none"> <li>✓ The County has received 21 applications for the position of CPO1, however, none received have the immediate accreditation required to be designated as a “Peace Officer”.</li> <li>✓ Investigative Assurance c/o Tammy Goddu, has been providing excellent bylaw enforcement services.</li> </ul>					Chief Administrative Officer						Report Period: <u>Sept 24, 2021 to Dec 16, 2021</u>		LEGISLATIVE / GOVERNANCE				Projects	Date In Progress	Date Outstanding	Date Completed	<p><b>Bylaw Enforcement:</b> the contractor continues to react to complaints and proactively patrol areas. Investigative Assurance has provided the County excellent services to date and their contract will be expiring on January 01, 2022. I spoke to our Officer and she would welcome a contract extension. The recommendation from Administration is to extend the contract for at least 6 months to a year. Administration is currently evaluating whether an employee is required or whether continuance of the existing services deals with the majority of Bylaw Enforcement issues. The intention will be that if the County will pursue a long term contract (3 or more years) with Investigative Assurance, the contract will be prepared accordingly.</p> <p><b>Recommendation:</b> That Council approve the extension of the existing contract for Bylaw Services with Investigative Assurance for a term not exceeding one (1) year in duration.</p>			Dec 16/21
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	<p><b>PROPOSAL:</b>  Bylaw enforcement coverage is required until the CPO1 position is adequately filled.</p> <ul style="list-style-type: none"> <li>✓ If the selected candidate requires training, an additional extension of coverage from Investigative Assurance c/o Tammy Goddu may be necessary.</li> <li>✓ Also note, that any Peace Officer training is legislated under the Peace Officer Act, through Alberta Public Security Peace Officer Program, and all training must first be reviewed and approved by the Justice and Solicitor General Training Academy <b>prior to implementation</b>, which may delay the process further.</li> <li>✓ Therefore, Administration recommends extending the Bylaw Enforcement Services Contract with Investigative Assurance c/o Tammy Goddu, for 4 months to allow for adequate time to determine the best candidate to fill the CPO1 position and establish any necessary training for the successful candidate.</li> </ul>
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**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

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

**BENEFITS** ■ Ability to perform a number of duties from enforcing various laws.

**DISADVANTAGES** ■

**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>	\$ _____

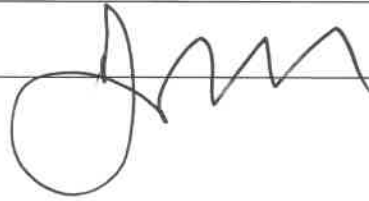
**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS**

**COMMUNICATION STRATEGY** N/A

**RECOMMENDATIONS**

**That Smoky Lake County Council approve to extend 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 four (4) months in duration from June 1, 2022 to September 30, 2022.**

**CHIEF ADMINISTRATIVE OFFICER**



<b>REQUEST FOR DECISION</b>		DATE	June 23, 2022	<b>4.6</b>
TOPIC	<b>Joint Use Planning Agreements (JUPAs)</b>			
PROPOSAL	<p><i>That Smoky Lake County recommend to the Intermunicipal Collaboration Committee (ICC) to initiate discussion with the Aspen Public and Lakeland Catholic School Divisions further to completing a regional Joint Use Planning Agreement.</i></p> <p><b><u>BACKGROUND</u></b></p> <ul style="list-style-type: none"> <li>• On June 10, 2020, the <i>Municipal Government Act</i> was amended to require municipalities to enter into <a href="#">Joint Use Planning Agreements</a> with school boards within their municipal boundaries.</li> <li>• Joint use and planning agreements (JUPAs) are a formal partnership between a municipality and a school board to enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land.</li> <li>• More than one municipality or school board may be a party to a JUPA.</li> <li>• A JUPA must establish a process for discussing:             <ul style="list-style-type: none"> <li>○ the planning, development and use of school sites on MR, SR and MSR land in the municipality;</li> <li>○ the transferring of MR, SR and MSR land between a municipality and a school board (s.672, s.673 of the MGA);</li> <li>○ the disposal of school sites;</li> <li>○ the servicing of school sites on MR, SR and MSR land; and</li> <li>○ the use of school facilities, municipal facilities and playing fields on MR, SR and MSR land,</li> <li>○ including the maintenance of facilities and fields and the payment of fees and other liabilities associated with them. s.670.1(3)(a)(i)-(v)</li> </ul> </li> <li>• <b>A JUPA must also:</b> <ul style="list-style-type: none"> <li>○ outline how a municipality and school board will work collaboratively;</li> <li>○ establish a dispute resolution procedure; and</li> <li>○ establish a timeframe for regular review of the agreement. s.670.1(b)-(d)</li> </ul> </li> </ul> <p><b><u>ATTACHMENTS</u></b></p> <ul style="list-style-type: none"> <li>• Joint Use and Planning Agreements, Municipal Government Act Implementation Fact Sheet – © <b>Attachment 1</b></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**

Alberta Municipal Government Act

Alberta Education Act

Smoky Lake County Bylaw 1365-20: Smoky Lake Region Intermunicipal Collaboration Framework

**BENEFITS**

- Supporting future school site planning

**DISADVANTAGES**

- Staff time

**ALTERNATIVES**

- Defer or Decline taking action

**FINANCE/BUDGET IMPLICATIONS**

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

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

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

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

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

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

**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS**

- Nil.

**COMMUNICATION STRATEGY**

- Nil.

**RECOMMENDATION**

**That Smoky Lake County provide a "Notice of Intent" in accordance with Bylaw 1365-20: Smoky Lake Region Intermunicipal Collaboration Framework Section 4.10.8 Development of Proposed Projects and Services, to initiate discussion with the Aspen Public and Lakeland Catholic School Divisions further to completing a regional Joint Use Planning Agreement; and recommend an Administrator's meeting be scheduled to initiate discussions; and recommend the Administrator's Meeting Committee subsequently forward its information to the Intermunicipal Collaboration Committee (ICC).**

**CHIEF ADMINISTRATIVE OFFICER**

*[Signature]* for CAO



# Implementation Fact Sheet

## Municipal Government Act (MGA)

### Joint Use and Planning Agreements

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#### Relevant Legislation

MGA: s.670.1, s.672, s.673  
*Education Act*: s.53.1

#### MGA requirements

Joint use and planning agreements (JUPAs) are a formal partnership between a municipality and a school board to enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land. More than one municipality or school board may be a party to a JUPA.

On June 10, 2020 the MGA was amended to require municipalities to enter into JUPAs with school boards. These agreements must be in place by June 10, 2023.

#### What do municipalities need to know?

Municipalities are required to enter into JUPAs with school boards operating within their municipal boundaries. This requirement also applies to any other school board that may commence operations in the future. s.670.1(1),(2)

A JUPA must establish a process for discussing:

- the planning, development and use of school sites on MR, SR and MSR land in the municipality;
- the transferring of MR, SR and MSR land between a municipality and a school board (s.672, s.673 of the MGA);
- the disposal of school sites;
- the servicing of school sites on MR, SR and MSR land; and
- the use of school facilities, municipal facilities and playing fields on MR, SR and MSR land,

including the maintenance of facilities and fields and the payment of fees and other liabilities associated with them. s.670.1(3)(a)(i)-(v)

A JUPA must also:

- outline how a municipality and school board will work collaboratively;
- establish a dispute resolution procedure; and
- establish a timeframe for regular review of the agreement. s.670.1(b)-(d)

Municipalities and school boards who have existing Joint Use Agreements in place should review their agreements to ensure that they meet the JUPA requirements set out in the MGA.

JUPAs will be reported on as part of the municipal Statistical Information Return.

The Ministers of Municipal Affairs and Education have the authority to extend the three-year timeline requirement for entering into a JUPA.

#### What resources are available to assist?

To learn more about the MGA or *Education Act* visit: Alberta Queen's Printer at: <https://www.qp.alberta.ca/>

#### Questions:

Phone: 780-427-2225  
Toll-free in Alberta: 310-0000  
Email: [lqsmail@gov.ab.ca](mailto:lqsmail@gov.ab.ca)

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To learn more about the MGA or *Education Act* visit: Alberta Queen's Printers at: <https://www.qp.alberta.ca/>

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**TOPIC**

**ALL-NET Service Tracker**

**PROPOSAL**

**PURPOSE:**

- All-Net Municipal Solutions’ software application, for the purpose of tracking, managing, and reporting, on service requests. *Software included in the MuniSight 5year Asset Management Contract #200554 “2021-2025”.*

**BACKGROUND:**

- Policy Statement No. 01-28-02: Council – Request for Information**
- A member of Council who initiates a Request for Information on an issue they are concerned about will complete the process in an electronic format by sending an email to “Requests” ([requests@smokylakecounty.ab.ca](mailto:requests@smokylakecounty.ab.ca)). This is an email group consisting of all Council, the Chief Administrative Officer or designate, and may include other relevant personnel. The requesting Councillor may also add a “Cc” of the email to the appropriate Department Manager who may be undertaking the necessary action to the request. This process addresses the way all Councillors are advised for the Request for Information.
- The Chief Administrative Officer or the relevant Department Manager will respond to the “Requests” email, as soon as practicable, indicating what action was or will be taken.
  - Responses to Council Request for Information posed outside of normal business hours shall be expected no earlier than the next business day unless circumstances warrant otherwise by the CAO or Department Manager.
  - Any Council Request for Information that requires management to compile information that is not readily available or easily retrievable : e.g., historical reporting/records or information not yet produced) shall be expected in a realistic amount of time as defined by the CAO.
- When the Request for Information and the response is sent to the “Requests” email, the relevant personnel included in the “Requests” email group will record the information on a spreadsheet entitled: “Council Requests for Information” to document the date, division, department, location, and the action taken to track the number of requests and date of completion, as follows:

COUNCIL REQUESTS FOR INFORMATION							
YEAR 2021							
#	Date	Division	Department	Request	Location /Area	Action Taken	Date Completed

**CURRENT:**

- A demonstration of ALL Net Municipal Solutions – Service tracker was presented by Scott Lamb, Customer Success Lead, MuniSight Ltd to Council at the County Council Committee of the Whole Meeting: Administration Thursday, April 14, 2022.
- Committee of the Whole: Administration April 14, 2022 motion 617-22. That Smoky Lake County Council recommend a Request for Decision (RFD) be prepared for the May 26, 2022 Regular County Council Meeting, for the purpose of considering a pilot project through the MuniSight Ltd. / All-Net Municipal Solutions’ software application: “Service Tracker” to track, manage and report on service requests from internal sources, in a timely manner.
- The GIS Operator reached out for feedback from municipalities using Service Tracker, 2 municipalities were kind enough to share the knowledge and experience.
- The GIS Operator, Assistant CAO/Legislative Services Manager, Legislative Services Clerk, Executive Services Clerk reviewed and tested the software with the CAO, Finance Manager, Planning and Development Manager, Agricultural Manager, Communications Technician, and Natural Gas Manager. We agreed upon moving forward with the pilot project presented in this RFD to Council.

	<p><b>PROPOSAL:</b></p> <ol style="list-style-type: none"> <li>1. That Smoky Lake County Council approve to implement a pilot project titled: “Service Tracker - (Council – Request for Information)” through the All-Net Municipal Solutions’ software application, for the purpose of tracking, managing, and reporting, on service requests from internal sources, for a period of 6 months from July 1, 2022 to January 1, 2023 as to prove the viability of the software.</li> <li>2. That Smoky Lake County Council schedule time after a departmental meeting or a Committee of the Whole meeting with the GIS Operator to provide detailed training of ALL-Net Service Tracker to Council.</li> <li>3. The relevant personnel included in the “Requests” email group will <i>no longer be required</i> to record the information on a spreadsheet entitled: “Council Requests for Information”, as the reports can be generated through the ALL-Net Service Tracker software. Smoky Lake County Council will need to determine if/how they would like to receive the reports.</li> <li>4. Re-evaluate the process upon completion, January 2023; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information.</li> <li>5. And if successful, propose the expansion of this project to Public Submissions and Website Integration.</li> </ol> <p><b>SUPPORTING DOCUMENTS:</b></p> <ul style="list-style-type: none"> <li>▪ Overview of All-Net Service Tracker. @ATTACHMENT 1</li> <li>▪ Email from Dean Parker/Municipal District of Taber – Information Services Technician. @ATTACHMENT 2</li> <li>▪ Email from Jonathan Milke/City of Fort Saskatchewan – Administrative Assistant to the Mayor. @ATTACHMENT 3</li> </ul>
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**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<p><b>Policy Statement No. 01-28-02:</b> Council – Request for Information.  <b>Policy Statement No. 01-44-02:</b> Communications.</p>
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<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>▪ Utilize existing software, a system that allows you to submit, track, manage and report on municipal requests.</li> <li>▪ Immediate access to the latest updated, related to a councilors request.</li> <li>▪ Utilize existing software to produce reports and reduce time of personnel that are required to record the information on a spreadsheet, (“Council Requests For Information” attachment for the County Departmental Operations Meeting).</li> </ul>
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**DISADVANTAGES**

<b>ALTERNATIVES</b>	Take no action – Do not utilize existing software
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**FINANCE/BUDGET IMPLICATIONS:** MuniSight 5year Asset Management Contract #200554 “2021-2025”

<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> \$ _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b> \$ 6,300.00 _____	<b>Unbudgeted Costs:</b> \$ _____

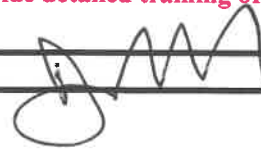
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Intermunicipal Collaboration Framework (ICF).
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<b>COMMUNICATION STRATEGY</b>	Email Communication.
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**RECOMMENDATION**

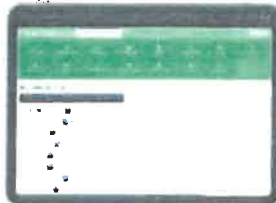
1. That Smoky Lake County Council approve to implement a pilot project titled: “Service Tracker - (Council – Request for Information)” through the All-Net Municipal Solutions’ software application, for the purpose of tracking, managing, and reporting, on service requests from internal sources, for a period of 6 months from July 1, 2022 to January 1, 2023 as to prove the viability of the project and re-evaluate the process upon completion; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information and propose the expansion of this project to Public Submissions and Website Integration.
2. That Smoky Lake County Council schedule time after a departmental meeting or a Committee of the Whole meeting with the GIS Operator to provide detailed training of ALL-Net Service Tracker to Council.

**CHIEF ADMINISTRATIVE OFFICER**



# All-Net Service Tracker

You will have the assurance that all requests being managed by your staff are dealt with in a timely manner. Service Tracker allows you to accept, track, manage and report on every service request received by your office.



## NOTIFICATIONS

Staff are immediately notified of new submissions and receive automated reminders when tasks are due.

## DOCUMENT STORAGE

Attach any documents to a specific service request for future or immediate reference.

## PUBLIC SUBMISSIONS

Receive submissions online, by phone or in person that are tracked and routed to the appropriate staff.

## ARCHIVED REQUESTS

Archive a copy of every request received and acted on in your municipality.

## WEBSITE INTEGRATION

Your public submission form and public information can be integrated into any website or app with no additional charge.

## COUNCIL/BOARD FEATURES

Create accounts for elected officials enabling them with the ability to submit and track their own requests.

## GIS INTEGRATION

Search current and archived service requests by name, service type, date or address.

## GIS MAPPING

Requests are mapped to the exact location while providing you the ability to edit any mapped location.

## ACCOUNT SETTINGS

You have control over the service types and the staff you want to lead each type of service request.

## MOBILE ACCESS

Access your account and monitor all activities from any location with a mobile phone or tablet computer.

## FAST SET-UP

Minimal training and set-up time is required. You can be trained and running within an hour.

## SEARCH & CUSTOM REPORTING

Generate custom reports based on request types, activities and dates.

## Carole Dowhaniuk

---

**From:** Jonathan Milke <JMilke@fortsask.ca>  
**Sent:** April 20, 2022 9:41 AM  
**To:** Carole Dowhaniuk  
**Subject:** RE: ALL-NET Service Tracker

Hi Carole,

Please see my answers below. Feel free to reach out if you need further clarification on any of these.

Jonathan Milke (he/him)  
Administrative Assistant to the Mayor  
City of Fort Saskatchewan  
10005 102 Street, Fort Saskatchewan, AB, T8L 2C5  
T: 780-992-6232 E: [jmilke@fortsask.ca](mailto:jmilke@fortsask.ca)



CITY OF  
**FORT SASKATCHEWAN**  
ALBERTA



**From:** Carole Dowhaniuk <[cdowhaniuk@smokylakecounty.ab.ca](mailto:cdowhaniuk@smokylakecounty.ab.ca)>  
**Sent:** April 20, 2022 8:55 AM  
**To:** Jonathan Milke <JMilke@fortsask.ca>  
**Subject:** ALL-NET Service Tracker

Good Morning Johnathon,

Thank you for taking the time to speak with me this morning. Smoky Lake County had a Demo of All-Net Service Tracker and are very interested in knowing how it is working for your Municipality and if you could provide a little feed back.

- How long has the City of Fort Saskatchewan had Service Tracker?

We started using it internally in May, 2017, so about five years. The public-facing interface was launched in October, 2017, but we didn't really advertise it as a full launch to the public until early 2018.

- How well was the reception from staff in incorporating the product?

Staff responded well to the product as it was a marked improvement over the system in place previously, which involved spreadsheets and paper service requests.

- How are the requests received and distributed through your departments?

Requests come in via phone, email, or the public-facing input form. By default, most requests go to one of the clerical teams who then assign the lead to the appropriate person in the responsible department. On occasions when multiple departments are involved, an appropriate person is added to the track list for cross-department communication.

- Are your Council using Service Tracker?

As the matters dealt with on Service Tracker are administrative in nature and usually reveal private details about members of the public, Council does not have access to the internal side of it, but they can and do submit service requests through the public-facing interface.

- With having Service Tracker on your website, has it taken any ease away from numerous phone calls?

It has eased emails and phone calls to an extent, but I can't speak to how much call volume has decreased. I can say that for the first few months of 2022, about a third of requests have come in through the website as opposed to being calls or emails.

- Do you track the time and dollar amount on Service Requests?

Most of the time, we do not track time or dollar amounts, but it is left up to each department whether they want to do so, and I believe these functions are used on occasion.

- What are the pros and cons of using this software to track your requests?

The biggest Pro for the software is that it makes it very easy to track service request frequency and usage. We can tell within moments how much a service is being used. We are also able to track highs and lows of department usage and complaints. Another Pro is that inter-departmental communication is easy for matters requiring cooperation. It is also quite easy to use. The biggest Con is a user issue: if someone misses the notice that a service request has come in, it can get lost in the shuffle of emails, meaning the service request doesn't get dealt with in a timely manner. Another Con is that a person assigned a file that hasn't been correctly categorized will not be able to see it, and again, the service request will not be dealt with in a timely manner.

- Do your staff find the software to be user friendly?

From what I've heard, the software has been adopted well because it can mostly be taught in about 20 minutes using the included tutorials, making it extremely user friendly.

Kind Regards,



**Carole Dowhaniuk**

**GIS Operator**

p:780-656-3730 or toll free 1-888-656-3730

c:780-650-5104

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

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**Carole Dowhaniuk**

---

**From:** Dean Parker <DParker@mdtaber.ab.ca>  
**Sent:** May 12, 2022 4:49 PM  
**To:** Carole Dowhaniuk  
**Subject:** RE: Smoky Lake County -All Net Service Tracker

Hi Carole

I have added my answers in the message below in **red text**

Good luck with your decision!

**Dean Parker | Municipal District of Taber**

Information Services Technician  
O 403.223.3541 | C 403.892.7543 | F 403.223.1799

4900B - 50<sup>th</sup> Street | Taber, AB | T1G 1T2  
[www.mdtaber.ab.ca](http://www.mdtaber.ab.ca)

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**From:** Carole Dowhaniuk <cdowhaniuk@smokylakecounty.ab.ca>  
**Sent:** May 9, 2022 4:19 PM  
**To:** Dean Parker <DParker@mdtaber.ab.ca>  
**Subject:** Smoky Lake County -All Net Service Tracker

Hi Dean,

Thank you for taking the time to speak with me this afternoon. Smoky Lake County had a Demo of All-Net Service Tracker and are very interested in knowing how it is working for your Municipality and if you could provide a little feedback.

- How long has the MD of Taber had Service Tracker?

**.We have been using Service Tracker since October 2019**

- How well was the reception from staff in incorporating the product?

**. Reception staff at both the administration office and public works office have found this to be a very helpful tool. Often a phone call concern will be entered by our clerks as they are on the call.**

- How are the requests received and distributed through your departments?

**. Each category type is assigned to the appropriate director**

- Are your Council using Service Tracker?

. Council will often refer ratepayers to submit a request using service tracker. Council have also submitted requests on behalf of a ratepayer

- With having Service Tracker on your website, has it taken any ease away from numerous phone calls?  
. Last year 1/3 of the requests are submitted from the website which you could presume replaced 170 phone calls
- What are the pros and cons of using this software to track requests?  
.the main benefit is the ability for follow-up. It provides central system for easy communication and accountability and completion of tasks.
- Do the staff find the software to be user friendly?  
. Yes, Staff find the system very simple to use

Thanks again Dean for sharing your knowledge and experience,



**Carole Dowhaniuk**  
GIS Operator  
p:780-656-3730 or toll free 1-888-656-3730  
c:780-650-5104  
4612 - McDougall Drive, PO Box 310  
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᓱᓱᓱ ᓴᑭᓱᓱᓱ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake  
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REQUEST FOR DECISION		DATE	June 23, 2022
		4.8	
TOPIC	Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference		
PROPOSAL	<p><b>HISTORY:</b></p> <ul style="list-style-type: none"> <li>■ Community Futures St. Paul - Smoky Lake Region office is a non-profit organization that's dedicated to building an economically diverse future for the communities of our region. This organization is guided by a Board of Directors with over 30 years' experience helping rural entrepreneurs grow. Incorporated in Smoky Lake Region: June 28, 1989.</li> </ul> <p><b>Region:</b> Municipalities and First Nation communities between Waskatenau to Heinzburg, as follows:</p> <ul style="list-style-type: none"> <li>▪ Village of Waskatenau</li> <li>▪ Smoky Lake County: Warspite, Bellis, Spedden</li> <li>▪ Town of Smoky Lake</li> <li>▪ Village of Vilna</li> <li>▪ Goodfish Lake First Nation</li> <li>▪ Boyne Lake</li> <li>▪ Ashmont</li> <li>▪ Saddle Lake Cree Nation</li> <li>▪ Town of St. Paul</li> <li>▪ County of St. Paul</li> <li>▪ Town of Elk Point</li> <li>▪ McRae</li> <li>▪ Lindbergh</li> <li>▪ Heinsburg</li> </ul> <div style="border: 2px solid red; padding: 5px; margin: 10px 0;"> <p><b>Head Office:</b>                      4802 – 50 Avenue                      St. Paul, Alberta T0A 3A0                      Phone: 780-645-5782                      Email: admin@fspsl.ca</p> </div> <p><b>Specialize in:</b></p> <ul style="list-style-type: none"> <li>▶ Business Loans</li> <li>▶ Business Counseling</li> <li>▶ Business Plans</li> <li>▶ Business Incubator Services</li> <li>▶ Youth Business Programs: Partner with Futurpreneur Canada</li> <li>▶ Entrepreneurs with Disabilities Program</li> </ul> <div style="border: 2px solid green; padding: 5px; margin: 10px 0; text-align: center; color: white; font-weight: bold;"> <p>Growing communities one idea at a time</p> </div> <ul style="list-style-type: none"> <li>■ They provide a cooperative approach for economic and community development by managing a loan portfolio <u>Services</u> for small businesses designed to help St. Paul - Smoky Lake Region residents start, grow, expand, franchise, or sell their business.</li> <li>■ With a number of specialized business training programs, regular business networking events, and flexible business loans on offer, they can help achieve business goals. e.g., Digital Economy Program: A Digital Service Squad offers Alberta Small business FREE local 1- on- 1 training support to improve business digital presence.</li> </ul>		

- Community Futures St. Paul - Smoky Lake is funded by Western Economic Diversification Canada, as a part of the larger Community Futures organization. Community Futures of Canada has been supporting small business and rural economic diversification since 1986, and now has 269 offices across the country.

**BACKGROUND:**

**Smoky Lake County** passed Policy Statement No. 61-06-01: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference on October 21, 2010, along with all of the County Committee’s terms of reference policies on which elected serve as representatives.

**CURRENT:**

- ▶ **Distributed to the meeting of June 23, 2022, each Council Member will receive Pamphlets and correspondence relating to the Community Future St. Paul-Smoky Lake Region for information as provided at the delegation on May 26, 2022.**

**County Council Meeting – May 26, 2022**

**Delegation: Community Futures St. Paul - Smoky Lake**

Present before Council from 10:05 a.m. to 10:33 a.m. was Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake, and Community Futures St. Paul - Smoky Lake Board Members: Parrish Tung (Mayor of Elk Point) and Evelynne Kobes (Councillor for Town of Smoky Lake), to extend an invitation to Smoky Lake County Council to join the Board of Directors for Community Futures St. Paul - Smoky Lake, and expressed the following points, including but not limited to:

- Community Futures St. Paul - Smoky Lake, is a non-profit organization that’s dedicated to building an economically diverse future for the communities of our region.
- Board meetings are closed to the public, held in-person in St. Paul (as well as virtually), and occur on the third Thursday of each month except for July and August. The meetings typically commence with a meal at 4:30 and adjourn by 7:00 p.m.

**Community Futures St. Paul-Smoky Lake – Board of Directors – Motion # 721-22**

That Smoky Lake County accept the presentation received from Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake, and Community Futures St. Paul-Smoky Lake Board Members: Parrish Tung (Mayor of Elk Point) and Evelynne Kobes (Councillor for Town of Smoky Lake); **and bring forward a Request for Decision** to the June Council meeting for the purpose of Council’s consideration of appointing a member to the Community Futures St. Paul-Smoky Lake Board Directors.

**PROPOSAL:**

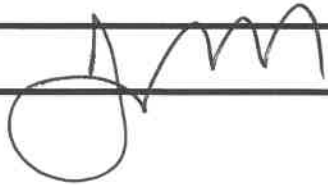
**Smoky Lake County Council to approve the Policy Statement No. 61-06-01: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference**

- **Membership and mandate of the County member appointed.**
- **Provides a guideline to demonstrate the legitimacy and authority to be a member representative for appointment to an external agency: Community Futures St. Paul – Smoky Lake Region Committee**

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

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

**MUNICIPAL GOVERNMENT ACT, Section 201:** Policy Development.  
**Smoky Lake County Bylaw No. 1400-21:** Procedural Bylaw - Committees.

<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>▪ Assist our regional communities for business growth</li> <li>▪ Improves the local economy.</li> <li>▪ Partnership will help build a strong network of sustainable communities throughout the region.</li> </ul>
<b>DISADVANTAGES</b>	▪ N/A
<b>ALTERNATIVES</b>	▪
<b>FINANCE/BUDGET IMPLICATIONS</b>	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
<p><b>Community Futures: St.Paul – Smoky Lake Region: 2021 Financial Statement Year-End March 31, 2021 – <u>As a digital attachment with the RFD.</u> For interest</b></p>	
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	N/A
<b>COMMUNICATION STRATEGY</b>	Communication will be facilitated through the Council Meetings.
<b>RECOMMENDATION</b>	
<p><b><u>Motion One:</u></b> That Smoky Lake County amend Policy Statement No. 61-06-02: Community Futures St. Paul-Smoky Lake Region Committee: Terms of Reference.</p> <p><b><u>Motion Two:</u></b> That the Smoky Lake County Councillor _____ be appointed as member to the Community Futures St. Paul-Smoky Lake Region Committee; and Councillor _____ be appointed as alternate.</p>	
<b>CHIEF ADMINISTRATIVE OFFICER</b>	



# SMOKY LAKE COUNTY



<b>Title: Community Futures St. Paul-Smoky Lake Region Board Appointment: Terms of Reference</b>		<b>Policy No.: 06-02</b>
<b>Section: 61</b>	<b>Code: P-S</b>	<b>Page No.: 1 of 1</b>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
-------------------------------	-----------------------------

<b>Purpose:</b>	<p>To authorize the appointment of a Smoky Lake County Council Member to the Community Futures St. Paul-Smoky Lake Region's Board of Directors.</p> <p>Community Futures St. Paul-Smoky Lake Region is a Committee established by County Council under <b>Planning, Sub-division and Development Control</b>.</p> <p>Appointments to the Committee are made at the County's Organizational Meeting or as required.</p>
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<b>Policy Statement and Guidelines:</b>	
<b>1.</b>	<p><b>MEMBERSHIP:</b></p> <p>Appointments to the Community Futures St. Paul-Smoky Lake Region's Board of Directors are made by the member shareholder municipalities and can be municipal Councillor appointments or member of the community appointed by the municipality to represent them.</p> <p>1.1 One (1) member of Council (serving throughout their term).</p> <p>1.2 One member of Council as alternate (serving throughout their term)..</p>
<b>2.</b>	<p><b>MANDATE:</b></p> <p>2.1 Community Futures St. Paul-Smoky Lake Region is a non-profit organization that is dedicated to building an economically diverse future for the communities (Municipalities and First Nation between Waskatenau and Heinzburg), who provides training, guidance, and financial support for small business owners by connecting them with the right kind of support to help them grow their rural small business from a simple idea to a successful company.</p> <p>2.2 Meetings of the Board are closed to the public, held in-person in St. Paul (and/or virtually), and typically occur once a month excluding July and August.</p>

	Date	Resolution Number
<b>Approved</b>	<b>October 21, 2010</b>	<b># 975-10 - Page # 9489</b>
<b>Amended</b>	<b>June 23, 2022</b>	<b># - Page #</b>
<b>Amended</b>		





P.O. Box 6927  
5508 Jubilee Avenue  
Drayton Valley, AB  
Canada T7A 1S3

Phone: (780) 542-4468  
Fax: (780) 542-5275  
Toll Free: (888) 542-4468  
Email: office@crsllp.ca

June 24, 2021

Community Futures St. Paul - Smoky Lake Region  
Box 1484  
4802 - 50 Avenue  
St. Paul AB T0A 3A0

Attention: Board Members

Dear Board of directors

**Re: Audit Findings**

This letter has been prepared to assist you with your review of the financial statements of Community Futures St. Paul - Smoky Lake Region for the year ending March 31, 2021. We look forward to meeting with you and discussing the matters outlined below.

**Audit Status**

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

1. Receipt of a signed representation letter by management;
2. Completing our discussions with the *Board of Directors*;
3. Obtaining evidence of the Board's approval of the financial statements;

Once these items have been completed, we will date and sign our auditor's report.

**Significant Risks**

The following is a list of the significant risks that we identified during the engagement as well as our audit responses:

#	Description of each significant risk	Audit response
1	Significant risk that bookkeeping is done on a cash basis instead of accrual.	Increased subsequent sample size, to test the majority of amounts after year end to ensure full error recorded.
2	Risk that board members are signing their own expense reimbursements.	Review invoice to see if signed off by management for review. All documents attached to expense forms reviewed for existence.
3	Risk that no one is reviewing managements payroll and expense reimbursements.	Review cheques and ensure signed by a board member. Review attached documentation to ensure legitimacy.

## **Significant Matters Arising**

### **Changes to Audit Plan**

There were no changes to the audit plan (as previously presented to you).

### **Other Matters**

We have not identified any other significant matters that we wish to bring to your attention at this time.

### **Significant Difficulties Encountered**

There were no significant difficulties encountered during our audit.

### **Comments on Accounting Practices**

#### **Accounting Policies**

The significant accounting policies used by the entity are outlined in Note 1 to the financial statements.

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

#### **Significant Accounting Estimates**

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

**1. Allowanced for doubtful accounts - \$312,874 (2020: \$166,421)**

The allowance for doubtful accounts includes the following amounts for loans receivable, separated by loan and by fund:

• **Non-Repayable Fund**

- i) \$31,396 for loan 0459 to M & T's Family Inc., total loan advanced \$31,396.
- ii) \$8,198 for loan 2026 to R.B. Designs, total loan advanced \$8,198.

• **Repayable Fund**

- i) \$25,000 for loan 2018 to TBT Makowichuk enterprises Inc., total loan advanced \$25,964.
- ii) \$13,846 for loan 2031 to Vintage Upholstery - Plus, total loan advanced \$13,846.
- iii) \$10,699 for loan 2045 to Pelican Float Studio, total loan advanced \$10,699.
- iv) \$38,516 for loan 2052 to Howlin' Coyote Motorcycle Campground, total loan advanced \$38,516.
- v) \$9,611 for loan 2073 to Tails, Scales, Wings, and Things, total loan advanced \$9,611.
- vi) \$14,585 for loan 2096 to Pawz N Clawz, total loan advanced \$14,585.
- vii) \$45,000 for loan 2125 to Angel's Party Rentals, total loan advanced \$66,993.
- viii) \$60,000 for loan 2130 to Winding Road Artisan Cheese, total loan advanced \$141,893.
- ix) \$20,254 for loan 2173 to Jai's Western Wear & Tack, total loan advanced \$41,582.

• **Entrepreneurs with Disabilities Fund**

- i) \$35,767 for loan 2150 to Woodchuck Contracting, total loan advanced \$25,964

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

#### **Significant Financial Statement Disclosures**

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

1. Note 14 Extraordinary Item
-



**Comments on Accounting Practices - Significant Financial Statement Disclosures (continued)**

**2. Note 16 Investment Loans Receivable**

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current period have been corrected with the exception of those outlined in the attached Summary of Identified Misstatements.

**Uncorrected Misstatements**

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. All uncorrected misstatements for the current period have been corrected with the exception of those outlined in the attached Summary of Identified Misstatements.

We would like to discuss these uncorrected misstatements and the implications of not correcting them in relation to both the current and future financial statements. Our request is for all the uncorrected misstatements to be corrected.

**Written Representations**

In a separate communication, as attached, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian generally accepted accounting principles.

**Other Audit Matters of Governance Interest**

We did not identify any other matters to bring to your attention at this time.

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

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

This letter was prepared for the sole use of TCWG of Community Futures St. Paul - Smoky Lake Region to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



Clayton Seely, CPA, CA  
Partner

CARLSON ROBERTS SEELY LLP

Encl.

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**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**

**Financial Statements**

**Year Ended March 31, 2021**



**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**

**Index to Financial Statements**

**Year Ended March 31, 2021**

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RRRF Statement of Revenue and Expenditures <i>(Schedule 2)</i>	17

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## INDEPENDENT AUDITOR'S REPORT

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To the Members of Community Futures St. Paul - Smoky Lake Region

### *Opinion*

We have audited the financial statements of Community Futures St. Paul - Smoky Lake Region (the Organization), which comprise the statement of financial position as at March 31, 2021, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at March 31, 2021, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

### *Basis for Opinion*

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

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

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

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

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

### *Auditor's Responsibilities for the Audit of the Financial Statements*

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

*(continues)*

Independent Auditor's Report to the Members of Community Futures St. Paul - Smoky Lake Region *(continued)*

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

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

Drayton Valley, Alberta  
June 24, 2021

*Carson Roberts Seely LLP.*

CHARTERED PROFESSIONAL ACCOUNTANTS

**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**  
**Statement of Financial Position**  
**March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF Fund 2021	Total 2021	Total 2020
<b>ASSETS</b>							
<b>CURRENT</b>							
Cash	\$ 121,257	\$ 149,990	\$ 112,928	\$ 220,643	\$ 160,378	\$ 765,196	\$ 795,225
Term deposits (Note 3)	36,302	-	-	-	-	36,302	35,500
GST and accounts receivable	4,919	-	-	-	-	4,919	2,117
Prepaid expenses	85,928	-	-	-	-	85,928	4,680
Interfund receivable (Note 2)	31,845	358,855	-	-	-	390,700	216,081
Current portion of investment loans receivable (Note 16)	-	101,447	183,582	11,578	40,000	336,607	481,459
	280,251	610,292	296,510	232,221	200,378	1,619,652	1,535,062
<b>PROPERTY, PLANT AND EQUIPMENT (Net of accumulated amortization) (Note 4)</b>	13,286	-	-	-	-	13,286	2,639
<b>LOANS AND NOTES RECEIVABLE (Note 16)</b>	-	1,018,829	771,000	75,029	1,428,400	3,293,258	2,085,583
	\$ 293,537	\$ 1,629,121	\$ 1,067,510	\$ 307,250	\$ 1,628,778	\$ 4,926,196	\$ 3,623,284

See notes to financial statements

**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**  
**Statement of Revenues and Expenditures**  
**Year Ended March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF 2021	Total 2021	Total 2020
<b>REVENUES</b>							
Federal contracts	\$ 396,401	\$ -	\$ -	\$ -	\$ -	\$ 396,401	\$ 294,963
Projects and other	200,780	-	-	-	-	200,780	22,300
Investment interest	-	36,626	41,721	2,808	-	81,155	181,444
Loan fees and cost recoveries	3,195	192	2,986	-	-	6,373	7,670
Bank interest	1,621	2,126	278	1,109	-	5,134	3,513
Community Futures (RCED)	-	-	-	-	-	-	3,049
	<u>601,997</u>	<u>38,944</u>	<u>44,985</u>	<u>3,917</u>	<u>-</u>	<u>689,843</u>	<u>512,939</u>
<b>EXPENSES</b>							
Provision for loan loss	-	76,627	237,321	35,592	-	349,540	66,535
Salaries and wages	214,670	-	-	-	-	214,670	225,929
Projects	155,252	-	-	-	-	155,252	10,266
Rent	32,399	-	-	-	-	32,399	31,169
Advertising and promotion	17,249	-	-	-	-	17,249	8,613
Professional fees	12,350	-	-	-	-	12,350	10,359
Interest on long term debt	-	-	10,336	-	-	10,336	21,579
Office	8,802	-	-	-	-	8,802	14,319
Telephone, utilities, and internet	8,667	-	-	-	-	8,667	8,223
Non-recoverable GST	4,919	-	-	-	-	4,919	2,117
Website development	4,149	-	-	-	-	4,149	-
Bank charges and interest	2,041	14	1,655	-	-	3,710	2,633
Staff exercises	3,031	-	-	-	-	3,031	9,717
Amortization	2,833	-	-	-	-	2,833	614
Professional development	2,749	-	-	-	-	2,749	1,984
Insurance	2,653	-	-	-	-	2,653	2,515
Portfolio recovery expense	-	-	1,995	-	-	1,995	50,000
Video conferencing	1,136	-	-	-	-	1,136	1,080
Board member expenses	996	-	-	-	-	996	4,605
	<u>473,896</u>	<u>76,641</u>	<u>251,307</u>	<u>35,592</u>	<u>-</u>	<u>837,436</u>	<u>472,257</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$ 128,101</b>	<b>\$ (37,697)</b>	<b>\$ (206,322)</b>	<b>\$ (31,675)</b>	<b>\$ -</b>	<b>\$ (147,593)</b>	<b>\$ 40,682</b>

See notes to financial statements

**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**

**Statement of Changes in Net Assets**

**Year Ended March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF Fund 2021	Total 2021	Total 2020
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 147,338	\$ 1,666,818	\$ 814,523	\$ 308,303	\$ -	\$ 2,936,982	\$ 2,896,300
Deficiency of revenues over expenses	128,101	(37,697)	(206,322)	(31,675)	-	(147,593)	40,682
Interest transfer	-	-	-	-	-	-	-
Contributions during the year	-	-	-	-	1,628,778	1,628,778	-
<b>NET ASSETS - END OF YEAR</b>	\$ 275,439	\$ 1,629,121	\$ 608,201	\$ 276,628	\$ 1,628,778	\$ 4,418,167	\$ 2,936,982

**Breakdown of Net Assets**

**Year Ended March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF Fund 2021	Total 2021	Total 2020
<b>Original contributions</b>	\$ -	\$ 581,497	\$ 600,000	\$ 200,000	\$ 1,628,778	\$ 3,010,275	\$ 1,381,497
<b>Earned net assets</b>	275,439	1,047,624	8,201	76,628	-	1,407,892	1,555,485
	\$ 275,439	\$ 1,629,121	\$ 608,201	\$ 276,628	\$ 1,628,778	\$ 4,418,167	\$ 2,936,982

See notes to financial statements



**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**  
**Statement of Cash Flows**  
**Year Ended March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF Fund 2021	Total 2021	Total 2020
<b>OPERATING ACTIVITIES</b>							
Excess (deficiency) of revenues over expenses	\$ 128,101	\$ (37,697)	\$ (206,322)	\$ (31,675)	\$ -	\$ (147,593)	\$ 40,682
Items not affecting cash:							
Amortization of property, plant and equipment	2,833	-	-	-	-	2,833	614
Provision (recovery) of investment losses	-	76,627	237,321	35,592	-	349,540	66,535
	130,934	38,930	30,999	3,917	-	204,780	107,831
Changes in non-cash working capital:							
GST and accounts receivable	(2,802)	-	-	-	-	(2,802)	111
Accounts payable and accrued liabilities	(3,313)	-	-	-	-	(3,313)	-
Accrued interest and loan fees receivable	-	883	(5,868)	698	-	(4,287)	(3,660)
Interest and loan fee write off	-	(2,355)	(5,108)	165	-	(7,298)	(11,073)
Deferred revenue	(24,580)	-	-	-	-	(24,580)	(2,349)
Prepaid expenses	(81,245)	-	-	-	-	(81,245)	-
	(111,940)	(1,472)	(10,976)	863	-	(123,525)	(16,971)
Cash flow from operating activities	18,994	37,458	20,023	4,780	-	81,255	90,860
<b>INVESTING ACTIVITIES</b>							
Purchase of property, plant and equipment	(13,483)	-	-	-	-	(13,483)	(3,025)
Increase in term deposits	(802)	-	-	-	-	(802)	(35,500)
Repayment of loans and notes receivable	-	466,753	119,174	3,696	-	589,623	470,537
Addition to loans and notes receivable	-	(472,000)	(7,500)	(42,500)	(1,468,400)	(1,990,400)	(555,000)
Cash flow from (used by) investing activities	(14,285)	(5,247)	111,674	(38,804)	(1,468,400)	(1,415,062)	(122,988)
<b>FINANCING ACTIVITIES</b>							
Interest transfer	-	-	-	-	-	-	-
Repayment of long term debt	-	-	-	-	-	-	(8,964)
Repayment of callable debt	-	-	(325,000)	-	-	(325,000)	(50,000)
Inter-fund receivable/payable	1	(174,620)	201,758	(27,139)	-	-	-
Contributions during the year	-	-	-	-	1,628,778	1,628,778	-

(continues)

See notes to financial statements

**COMMUNITY FUTURES ST. PAUL - SMOKY LAKE REGION**

**Statement of Cash Flows (continued)**

**Year Ended March 31, 2021**

	General Fund 2021	Restricted Non- repayable 2021	Restricted Repayable 2021	Restricted Disabled 2021	RRRF Fund 2021	Total 2021	Total 2020
Cash flow from (used by) financing activities	1	(174,620)	(123,242)	(27,139)	1,628,778	1,303,778	(58,964)
<b>INCREASE (DECREASE) IN CASH FLOW</b>	4,710	(142,409)	8,455	(61,163)	160,378	(30,029)	(91,092)
Cash - beginning of year	116,547	292,399	104,473	281,806	-	795,225	886,317
<b>CASH - END OF YEAR</b>	<b>\$ 121,257</b>	<b>\$ 149,990</b>	<b>\$ 112,928</b>	<b>\$ 220,643</b>	<b>\$ 160,378</b>	<b>\$ 765,196</b>	<b>\$ 795,225</b>

See notes to financial statements

# SMOKY LAKE COUNTY



<b>Title: Community Futures St. Paul-Smoky Lake Region Board Appointment: Terms of Reference</b>	<b>Policy No.: 06-02</b>
<b>Section: 61</b>	<b>Code: P-S</b>
<b>Page No.: 1 of 1</b>	

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	<p>To authorize the appointment of a Smoky Lake County Council Member to the Community Futures St. Paul-Smoky Lake Region’s Board of Directors.</p> <p>Community Futures St. Paul-Smoky Lake Region is a Committee established by County Council under <b>Planning, Sub-division and Development Control</b>.</p> <p>Appointments to the Committee are made at the County’s Organizational Meeting or as required.</p>
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<b>Policy Statement and Guidelines:</b>	
<b>1.</b>	<p><b>MEMBERSHIP:</b></p> <p>Appointments to the Community Futures St. Paul-Smoky Lake Region’s Board of Directors are made by the member shareholder municipalities and can be municipal Councillor appointments or member of the community appointed by the municipality to represent them.</p> <p>1.1 One (1) member of Council (serving throughout their term).</p> <p>1.2 One member of Council as alternate (serving throughout their term)..</p>
<b>2.</b>	<p><b>MANDATE:</b></p> <p>2.1 Community Futures St. Paul-Smoky Lake Region is a non-profit organization that is dedicated to building an economically diverse future for the communities (Municipalities and First Nation between Waskatenau and Heinzburg), who provides training, guidance, and financial support for small business owners by connecting them with the right kind of support to help them grow their rural small business from a simple idea to a successful company.</p> <p>2.2 Meetings of the Board are closed to the public, held in-person in St. Paul (and/or virtually), and typically occur once a month excluding July and August.</p>

	Date	Resolution Number
Approved	October 21, 2010	# 975-10 - Page # 9489
Amended	June 23, 2022	# - Page #
Amended		

<b>REQUEST FOR DECISION</b>	DATE	<b>June 23, 2022</b>	<b>4.9</b>
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TOPIC	Policy Statement No. 03-35-12: Snow Clearing
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PROPOSAL	<p style="color: red; text-decoration: underline;">BACKGROUND: FLAG SYSTEM FOR GRADING / SNOWPLOWING PRIVATE PROPERTY/APPROACHES</p> <p><u>Policy Statement No. 03-35:</u> was originally adopted on (01) <b>October 24, 1991</b> to provide grading/snowplowing for private properties. Policy has been amended <u>eleven times</u> addressing the following issues:</p> <p><b>Snow Clearing and Snowplowing Private Approaches in conjunction of a Flag System.</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: yellow;"> <th style="width: 10%; text-align: center;">POLICY STATEMENT NO. 03-35:</th> <th style="width: 20%; text-align: center;">AMENDMENTS: Reason</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">(01)</td> <td> <b>October 24, 1991</b>                      “Red Flag System”: Cost \$20.00 plus GST for ½ hour of grader time one time only. Hold Harmless Agreement signed. Landowner responsible for placing sign in visible location.                 </td> </tr> <tr> <td style="text-align: center;">(02)</td> <td> <b>February 14, 1994</b>  <u>Changed Wording:</u> Municipal Road Allowance to Municipal Roadway.                 </td> </tr> <tr> <td style="text-align: center;">(03)</td> <td> <b>May 23, 1996</b>                      Statement included “only the most direct route to and from a residence be approved.                 </td> </tr> <tr> <td style="text-align: center;">(04)</td> <td> <b>February 17, 2005</b>                      To include Snowplowing for Seniors: one-time fee of \$40.00 charged seasonally and <u>Provision inserted:</u> County equipment will only perform the service, if adequate access and physical space exists to accommodate this equipment.                 </td> </tr> <tr> <td style="text-align: center;">(05)</td> <td> <b>February 20, 2007</b>                      Policy Name Change to: Snow Clearing. Purpose: To set Standards and directions for clearing snow from County roads to keep traffic moving and ensure access to emergency services by citizens. <u>Snowplowing operations</u> were inserted therefore <u>rescinding</u> the following Policies that were amalgamated into the Snow Clearing Policy that now reflects all snowplowing practices:                      Policy 03-46-01: Truck Snow plowing - <i>adopted January 26, 1996.</i>                      Policy 03-17-01: Road and Ice Control - <i>adopted June 3, 1985.</i>                      Policy 03-05-01: Road Snowplowing Priorities - <i>adopted June 3, 1985.</i>                      Policy 03-04-01: Snowplowing Services - <i>adopted June 3, 1985</i> </td> </tr> </tbody> </table> <p><b>Rescind Policies (full word contents)</b></p> <div style="background-color: yellow; padding: 5px; border: 1px solid black;"> <p><b>Policy 03-46-01: Truck Snowplowing.</b>                      Snowplow and sanding truck procedures will be activated when 5 to 7 cm (2 to 3 inches) of snow has accumulated on the Secondary Highways. The Public Works Foreman or his designate will also active the procedure during times of freezing rain and warmer weather, which cause frost to rise to the surface of the pavement.                       During heavy snowfall conditions, the trucks will also help the grader on County road allowances once they have fulfilled their priority obligations to the Secondary Highways. It is the Public Works Department’s goal have most County roads in a condition where traffic can be least be moving within a 48 hour period following the weather conditions. This time frame may be altered however by extreme weather conditions and/or mechanical failures.</p> </div> <div style="background-color: yellow; padding: 5px; border: 1px solid black; margin-top: 5px;"> <p><b>Policy 03-17-01: Road and Ice Control</b>                      Salting and Sanding Policy – Regarding Ice Conditions on Roads.                      Salting and sanding of roads to be applied in the following priorities when icy conditions warrant it:                      FIRST: Paved Roads. SECOND: Oiled Roads. THIRD: Bad Hills                      FOURTH: In front of schools and Hamlet stores.                       Council may from time to time authorize extra gravel for icy intersections on graveled roads.</p> </div> <div style="background-color: yellow; padding: 5px; border: 1px solid black; margin-top: 5px;"> <p><b>Policy 03-05-01: Road Snowplowing</b>                      The County roads will be snowplowed with regard to the following priorities:</p> <ol style="list-style-type: none"> <li>1. Main Road FIRST.</li> <li>2. Bus Routes SECOND.</li> <li>3. Side Roads THIRD.</li> <li>4. Driveways LAST.</li> </ol> </div>	POLICY STATEMENT NO. 03-35:	AMENDMENTS: Reason	(01)	<b>October 24, 1991</b> “Red Flag System”: Cost \$20.00 plus GST for ½ hour of grader time one time only. Hold Harmless Agreement signed. Landowner responsible for placing sign in visible location.	(02)	<b>February 14, 1994</b> <u>Changed Wording:</u> Municipal Road Allowance to Municipal Roadway.	(03)	<b>May 23, 1996</b> Statement included “only the most direct route to and from a residence be approved.	(04)	<b>February 17, 2005</b> To include Snowplowing for Seniors: one-time fee of \$40.00 charged seasonally and <u>Provision inserted:</u> County equipment will only perform the service, if adequate access and physical space exists to accommodate this equipment.	(05)	<b>February 20, 2007</b> Policy Name Change to: Snow Clearing. Purpose: To set Standards and directions for clearing snow from County roads to keep traffic moving and ensure access to emergency services by citizens. <u>Snowplowing operations</u> were inserted therefore <u>rescinding</u> the following Policies that were amalgamated into the Snow Clearing Policy that now reflects all snowplowing practices: Policy 03-46-01: Truck Snow plowing - <i>adopted January 26, 1996.</i> Policy 03-17-01: Road and Ice Control - <i>adopted June 3, 1985.</i> Policy 03-05-01: Road Snowplowing Priorities - <i>adopted June 3, 1985.</i> Policy 03-04-01: Snowplowing Services - <i>adopted June 3, 1985</i>
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**Policy 03-04-01: Snowplowing Services**

The County of Smoky Lake No. 13 provides the services of snowplowing driveways subject to: roads will be snowplowed with regard to the following priorities:

- a. the applicant must sign a form provided by the County – “Hold Harmless Agreement”.
- b. the service is applicable only to driveways and does not include snowplowing to granaries, fuel tanks, etc.
- c. the service will not be provided in cases where the driveway is too narrow, or contains too sharp a turn or for any reason that might impede a snowplow.
- d. that a applicant execute a “Hold Harmless Agreement” to absolve the County of Smoky Lake No.13 from all liabilities.

(06)	March 10, 2008	48 hours to include <b>working man</b> hours following any winter weather event. Section 6: <u>Private Residential Driveways</u> . Rate increase which now included after October 31 deadline: <b>RED Flags:</b> General Public seasonal cost \$100.00 and after October 31 – cost of flag is \$150.00 and <b>YELLOW Flags:</b> Eligible seniors and handicapped individuals seasonal cost \$50.00 and after October 31 – cost of flag is \$75.00.
(07)	May 26, 2011	Section 6: <u>Private Residential Driveways</u> : The color choice of Flags: <b>Red and Yellow was removed</b> , so you cannot identify seniors. Also Rate Increase: <b>Flags:</b> General Public seasonal cost \$125.00 and after October 31 – cost of flag is \$175.00 and Eligible seniors and handicapped individuals seasonal cost \$60.00 and after October 31 – cost of flag is \$100.00.
(08)	December 4, 2014	Removed #3.6: “Flagged driveways shall be cleared after all County roads are open, with the exception of those belonging to health care and emergency workers, and people with a known life-threatening health risk, excluding people having previously scheduled doctor’s appointments.
(09)	June 15, 2017	Section 6: <u>Private Residential Driveways</u> . Rate increase: <b>Flags:</b> General Public seasonal cost \$200.00 and after October 31 – cost of flag is \$225.00 and Eligible seniors and handicapped individuals’ seasonal cost \$100.00 and after October 31 – cost of flag is \$125.00.
(10)	February 14, 2018	Section 6: <u>Private Residential Driveways</u> . Rate increase: <b>Flags:</b> General Public seasonal cost \$250.00 and after October 31 – cost of flag is \$300.00. and NEW 6.9: After <b>December 15<sup>th</sup></b> no flags will be sold for the current year. Residents of the County may contract the County for snow clearing beyond private residential driveways at an hourly rate based on full cost recovery to the County using Alberta Road Builders Rates, subject to the availability of snow clearing equipment.
(11)	February 20,2020	Amended: Section 6: <u>Private Residential Driveways</u> . Rate increase: <b>Flags:</b> General Public seasonal cost \$350.00 and after October 31 – cost of flag is \$400.00 AND Seniors seasonal cost \$125.00 and after October 31 – cost of flag is \$150.00.

**Operational Process by Public Works Department:**

**Snow Plowing**

The county is responsible for clearing snow from all public roads with the exception of Provincial highways and unmaintained roads. On gravel roads snow clearing is done by local divisional graders, paved roads are cleared by plow / sanding trucks.

The management of snow plowing and road conditions falls on the shoulders of the Public Works Manager, County CAO, and Public Works Foreman, and is guided by policy set by County Council.

County Council often discusses, debates and revisits the 'level of service' deemed appropriate, while maintaining financial responsibility to our ratepayers. Smoky Lake County, we have **1545 km of roads (966 miles)**. We look after rural roads, not highways. Highways (#28 and secondary highways #831, #855, #857 and #859 for example) are serviced by Alberta Transportation.

**Priority for Snow Plowing is:**

Snowplowing operations is undertaken in a manner that minimizes backtracking and excessive road travel; and keeping in mind fuel consumptions and minimal high blade travel. Snowplowing of roads start in alternating locations plowing in a grid pattern of east and south, or west and north.

Travel times and distances are extremely important factors contributing to the cost of snow removal activities.

All roads are priority, as they already include bus routes.  
*"Grader Operators have well -designed snowplow routes which result in snow and ice control service that is both more effective, because roads are cleared more rapidly, and more cost efficient, because deadheading, route overlap and other inefficiencies are reduced or eliminated".*

Also at the same timeframe, the other hard surface roads including hamlets, subdivisions and main access roadways to subdivisions are supported by the plow trucks.

When notified of emergent "health related situations" – first priority is also given.

**During inclement weather** (Winter Storm), plows, graders and operators get ready for action, but no plowing starts until the storm event LESSENS or STOPS. **HOWEVER**, there will be situations when the immediate demand for snow clearing and ice control services or an extreme snowfall will exceed available resources, and to maximize the benefits of operations, snow and ice control forces shall conduct operations by private snow contractors. **A list of private Contractors to hired is maintained by Public Works Department.**

**CURRENT:**


**Policy Committee Meeting: May 11, 2022 - Motion #225-22**

That the Smoky Lake County Policy Committee **defer** further review of **Policy Statement No. 03-35-11: Snow Clearing**, to the next Policy Committee Meeting to allow time for Administration to incorporate revisions as per discussion held on May 11, 2022, including, but not limited to:

- a length limit on private driveway clearing to a maximum of 200 Meters,
- an increase in fees for eligible general public individuals to buy a flag for the full winter season to the amount of \$700.00 (from \$350.00), prior to October 31<sup>st</sup>, and after October 31<sup>st</sup>, to the amount of \$800.00 (from \$400.00), and
- and in order for seniors and handicapped individuals to be eligible, they must be permanent residents.

**Policy Committee Meeting: June 14, 2022 – Motion #\_\_\_ (Action taken as discussed)**

- Incorporated the recommendations as reflected in the Motion #225-22.
- Updated the Policy to be alignment with the Policy Statement No. 01-40: Governance Policies.
- Reviewed the "Important Notice" to be posted on the website and in the Grapevine – when this Policy gets amended at the Council Meeting – to notify residents.
- Section 3.4: Insert wording: (physically living full-time) at that residence. Also changed the word from Handicapped to Disabled and throughout the Policy.
- Section 7.1: Insert wording : at their own cost.
- Section 5.3: Change rate for Seniors/Disabled: from \$125.00 to \$250.00 and from \$ 150.00 to \$ 300.00.
- Schedule "A": accumulation of a - in front minimum of 6 inches *to be consistent with Policy.*

<b>PROPOSAL</b>	
Recommendation from the Policy Committee Meeting is to forward Policy Statement No. 03-35-12: Snow Clearing to a County Council Meeting for amendment.	
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>	
Strategic Plan references the following County priorities: Not in current Strategic Plan 1.1 MUNICIPAL SERVICE DELIVERY - Not in current 3-year Strategic Plan. <b>Snow removal is challenging. We take pride in our work, and our county. We will be out after each and every storm, and we will work as quickly as possible to keep Smoky Lake County moving.</b>	
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<b>Municipal Government Act, Section 201:</b> Policy Development. The County recognizes its responsibility for snow and ice control on roads under its direction, control, and management in a reasonable state of repair, as provided in the <i>Municipal Government Act</i> .
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>■ Standards and consistency of operations by County employees.</li> <li>■ Clear - snow clearing expectations and communications to the public.</li> <li>■ The safety of the traveling public, emergency service response times, and on-going access to goods and services are all dependent on the effectiveness of winter maintenance operations</li> <li>■ Performing snow removal services in an efficient, effective and fiscally responsible manner.</li> </ul>
<b>DISADVANTAGES</b>	N/A
<b>ALTERNATIVES</b>	N/A
<b>FINANCE/BUDGET IMPLICATIONS</b>	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
<b>No Budget Implications on this issue.</b>	
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	
<b>COMMUNICATION STRATEGY</b>	Notification of Policy through County publications. (Grapevine and Website).
<b>RECOMMENDATION</b>	
That Smoky Lake County amend Policy Statement No. 03-35-12: Snow Clearing.	
<b>CHIEF ADMINISTRATIVE OFFICER</b>	 for CAO



<b>Title:</b> Snow Clearing	<b>Policy No.:</b> 35-12	
<b>Section:</b> 03	<b>Code:</b> P-R	<b>Page No.:</b> 1 of 6

*E*

<b>Legislation Reference:</b>	Municipal Government Act
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<b>Purpose:</b>	Set standards and direction to provide a reasonable level of clearing snow on County roadways and snowplowing of private driveways.
-----------------	---

**Policy Statement and Guidelines:**

**1. STATEMENT:**

- 1.1 Smoky Lake County recognizes its obligation to provide an acceptable level of snow clearing service within its available resources for winter maintenance on municipal roads. All reasonable efforts will be made to minimize the inconvenience of winter conditions for the County residents and the vehicular traffic utilizing the road network to ensure accessible roadways are safe and in passable condition.
- 1.2 The County also approves to provide *only* Residential Driveway Snowplowing Service for its County residents.

**2. OBJECTIVE:**

- 2.1 The County's objective is to have its roads in a condition where traffic is moving for most residents within five (5) days following any winter weather event.
- 2.2 The severity of winter weather events may vary from one part of the County to another requiring redeployment of snow clearing equipment.
- 2.3 Mechanical failure or safety consideration may interrupt snow clearing.

**3. DEFINITIONS**

- 3.1 **Winter Weather Event:** is defined as any combination of snow and wind that does not stop traffic from moving.
- 3.2 **Severe Winter Weather Event:** is any combination of snow and wind that is predicted by Environment Canada to disrupt traffic or that occurs and disrupts traffic in the County and has been declared by the Chief Administrative Officer.
- 3.3 **Eligibility to purchase a Flag:** must not be in conflict with *Section 7.2.5*
- 3.4 **Eligibility for a Senior or Disabled:** seniors or handicapped is defined as having as least one person over age 65 or handicapped of a permanent residence within Smoky Lake County (physically living full time) at that residence. Proof of age and/or handicap identification via a birth certificate, valid driver's license or other government issued identification must be provided from the resident for obtaining this service.



<b>Title: Snow Clearing</b>		<b>Policy No.: 35-12</b>
<b>Section: 03</b>	<b>Code: P-R</b>	<b>Page No.: 2 of 6</b>

*E*

**Policy Statement and Guidelines:**

- 3.5 **Private Residential Driveways:** are defined as the most direct route commonly used by a household between the nearest County road and the residence.
- 3.6 **Safety Consideration:** Provisions as per Worker's Compensation Board and Union Collective Agreements.

**4. SNOWPLOWING GUIDELINES**

**Winter Weather Events:**

- 4.1 Snowplowing will be initiated by the instruction of the Public Works Manager, Public Works Road Foreman or designate.
- 4.2 Grader operators will start snow clearing operations at a different point in their grader beat for each event where practical, to ensure that the same citizens are not always last to be served.
- 4.3 Grader operators will proceed to clear the roads in a systematic manner as directed by the Public Works Manager, Public Works Road Foreman or designate.
- 4.4 Truck plow(s) and/or tractor(s) will be deployed to main road, hamlets and subdivisions and private residential driveways in that order of priority.
  - 4.4.1 Following a snowfall, snow will be cleared around any vehicles parked on the street.
- 4.5 Equipment operators will minimize snow berms across private driveways.
- 4.6 Roads may initially be opened only one way if needed to meet the objective of five (5) days of getting traffic moving.
- 4.7 Snow clearing equipment may be moved into areas of the County where conditions are more severe, once traffic is moving within a grader beat.
- 4.8 Public Works Manager and the Public Works Road Foreman will prepare itself to keep equipment operating as continuously as possible without compromising the safety of County workers.

**Severe Winter Weather Events:**

- 4.9 A severe winter weather event will be declared by the Chief Administrative Officer in consultation with the Public Works Manager and the Public Works Road Foreman. Circumstances will warrant deployment of all available resources to ensure mobility of the roadway network.

<b>Title: Snow Clearing</b>		<b>Policy No.: 35-12</b>
<b>Section: 03</b>	<b>Code: P-R</b>	<b>Page No.: 3 of 6</b>

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**Policy Statement and Guidelines:**

**5. COMMUNICATIONS**

- 5.1 Public Works Manager and the Public Works Road Foreman will communicate to Councillors and/or emergency service providers, when requested, by phone or e-mail during winter weather events.
- 5.2 Public Works Manager and the Public Works Road Foreman will provide consistent information to concerned citizens on demand, particularly in regards to expectations for road openings and current operational priorities.
- 5.3 Communications from Councillors and residents should be directed to the Public Works Department, where requests for snow clearing will be prioritized.
- 5.4 Direct communications to request service by residents to snow clearing equipment operators are strongly discouraged and may result in the loss of priority.
- 5.5 The terms and conditions for snow clearing private residential driveways shall accompany each flag numbered for administrative purposes and are valid only for the specific location indicated on the hold harmless agreement. Flags are not transferable.

**6. PUBLIC SERVICES**

- 6.1 Community halls, church yards, and cemeteries will be cleared by request and at no cost subject to availability of equipment and operators.
- 6.2 Snow clearing will be given high priority at no cost for the emergent situations of medical emergencies and funerals. Emergencies do not include scheduled medical appointments.

**7. PRIVATE RESIDENTIAL DRIVEWAYS**

- 7.1 Driveways will be plowed after the plowing of roadways in the area is complete. Depending on weather conditions, several days may lapse before the driveway is plowed. County residences requiring more immediate service are encouraged to make alternate arrangements to clear snow from their driveways by a private contractor at their own cost.
- 7.2 The County provides snow clearing services to Smoky Lake County residents for their residential driveways under the following terms and conditions:
  - 7.2.1 County resident, senior citizen and/or citizens with disabilities who live permanently in their own house on their own land or who is renting a residence and is living in the residence on a full-time basis.
  - 7.2.2 The maximum length of the driveway to be serviced through the purchase of a flag is 200 lineal meters of snow removal. Additional flags will have to be purchased for lengths of driveways exceeding 200m. The number of flags will be prorated based on the length of driveway in 200 lineal meter increments.

<b>Title: Snow Clearing</b>		<b>Policy No.: 35-12</b>
<b>Section: 03</b>	<b>Code: P-R</b>	<b>Page No.: 4 of 6</b>

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**Policy Statement and Guidelines:**

- 7.2.3 The flag purchaser or any person residing on the property to be serviced for snow removal, does not have any outstanding accounts receivables over 30 days with Smoky Lake County.
- 7.2.4 The resident buys and posts a flag at the entrance of his/her driveway beside the municipal rural address sign, well before County snow clearing equipment is expected.
- 7.2.5 All private residential driveways will be assessed by late fall, and areas considered too narrow or close to buildings or other possible hazards to the safe use of the equipment as determined by the equipment operator will not be eligible for snow clearing.
- 7.2.6 Snow clearing service provided on private residential driveways will be the most direct route from the County road right-of-way to the residence, including the turn-around in the yard where safe to do so, conditional upon accumulation of a minimum of **six (6) inches** of snow.
- 7.3 Flags may be purchased at the Smoky Lake County Public Work Shop Office and applications are available on the website at [www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca). The County is not responsible for flags that are blown away or stolen.
- 7.4 Eligible **general public** individuals may buy a **FLAG** for the cost of **\$700.00**, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be **\$800.00**.
- 7.5 Eligible **seniors and disabled** individuals may buy a **FLAG** for the cost of **\$250.00**, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be **\$300.00**.
- 7.6 All eligible flags purchasers must enter and sign ***“Schedule “A”: Hold Harmless Agreement For Use in Connection with Custom Work of Snow Clearing*** before a flag can be purchased. Each Agreement shall clearly indicate:
  - 7.6.1 The name of the purchaser(s).
  - 7.6.2 The title of the document proving age or handicap when required.
  - 7.6.3 The legal description for the location where snowplowing is requested.
  - 7.6.4 The serial number(s) of the flag(s) sold.

<b>Title: Snow Clearing</b>		<b>Policy No.:</b> 35-12
<b>Section: 03</b>	<b>Code: P-R</b>	<b>Page No.:</b> 5 of 6

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**Policy Statement and Guidelines:**

- 7.7 After **December 15<sup>th</sup>** no flags will be sold for the current year. Residents of the County may contract the County for custom snow clearing of private driveways or beyond private residential driveways at an hourly rate based on full cost recovery to the County using Alberta Road Builders Rates, subject to the availability of snow clearing equipment.
- 7.8 Municipal equipment will not enter upon private lands nor carry out snow clearing operations within privately owned lands unless an **Hold Harmless Agreement For Use in Connection with Custom Work of Snow Clearing** has been signed.

	Date	Resolution Number
Approved	October 24, 1991	# 99 - Page # 5377
Amended	February 14, 1994	# 218 - Page # 5647
Amended	May 23, 1996	# 467 - Page # 6018
Amended	February 17, 2005	# 228 - Page # 7884
Amended	February 20, 2007	# 225-07 - Page # 8294
Amended	March 10, 2008	# 348-08 - Page # 8621
Amended	May 26, 2011	# 557-11 - Page # 9733
Amended	December 4, 2014	# 175-14 - Page # 11498
Amended	June 15, 2017	# 805-17 - Page # 12711
Amended	February 14, 2018	# 306-18 - Page # 12958
Amended	February 20, 2020	# 505-20 - Page # 13996
Amended	June 23, 2022	#



### Schedule "A"

## HOLD HARMLESS AGREEMENT FOR USE IN CONNECTION WITH CUSTOM WORK OF SNOW CLEARING

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_.

**BETWEEN:**

**SMOKY LAKE COUNTY**  
(hereinafter called "the Municipality")

**OF THE FIRST PART**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mailing Address Phone Numbers: Residence Work Cellular  
(hereinafter called "the Landowner")

**OF THE SECOND PART**

- Landowner (General)**
- Landowner (Senior/Handicap)**  
Proof of age and/or handicap
- Renter**

<b>Legal Land Description:</b>	_____ Quarter	_____ Section	_____ Township	_____ Range	W4
<b>Legal Address:</b>	_____			<b>Sub-division Name:</b> _____	
<b>Flag Number:</b>	_____		<b>Cost:</b> _____		

**WHEREAS** the Landowner has requested that the Municipality be allowed to enter the property to snow clear the private Residential Driveway, upon the terms and conditions as per **Policy 03-35: Snow Clearing**.

**NOW THEREFORE**, the Landowner hereby agrees that the purchased flag will entitle him/her to have snow cleared along the most direct route commonly used to access the residence, including the turn-around in the yard where safe to do so, conditional upon accumulation of a minimum of 6 **inches** of snow.

1. The Landowner agrees that the maximum length of the driveway to be serviced through the purchase of a flag is 200 lineal meters of snow removal. Additional flags will have to be purchased for lengths of driveways exceeding 200m.
2. The Landowner agrees that the flag or flags purchased are to be posted at the entrance of his/her driveway beside the municipal rural address sign, well before County snow clearing equipment is expected and agrees that the County is not responsible for flags that are blown away or stolen.
3. The "**Landowner**", hereby covenants and agrees that he/she will at all times indemnify and save harmless the said municipality, its servants, agents and employees, executors, administrators and assigns from and against any claim for loss, damage or injury however caused to my property by reason of the performance of the said work of snow clearing, whether such loss or damage is the result of the negligence of any servant, agent, or employee of the said municipality, or otherwise.

**IN WITNESS WHEREOF** has hereunto set their hand and the day and year first above written.

**SIGNED**

**SMOKY LAKE COUNTY**

\_\_\_\_\_  
Landowner

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



# COUNCIL BUDGET MEETING ACTION LIST OF MAY 13, 2022 AS OF 2022/06/14

5.1.3.i

2 GOALS

100% GOAL COMPLETION

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

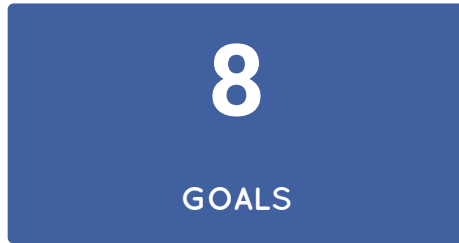
## GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
<b>2022 05 13 Budget</b>						
2022/05/13	697-22	→ <b>Bylaw No. 1416-22: 2022 Tax Rate</b>	That Smoky Lake County <b>Bylaw No. 1416-22: 2022 Tax Rate</b> , for the purpose of authorizing the property tax rates to be levied against assessable property within the municipality of Smoky Lake County for the <b>2022 Taxation Year</b> , be given <b>FIRST READING</b> .  ...be given <b>THIRD AND FINAL READING</b> and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.	Finance Manager	<p><b>Brenda Adamson:</b></p> <p><b>Achievements:</b> The tax rates as per bylaw have been entered. Tax notices are currently being tested and will be sent out by June 22, 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Bylaw 1416-22 along with a sample of our Assessment &amp; Tax Notices (written in accordance with the MGA), was provided by email to the Municipal Accountability Advisor, Municipal Affairs on June 6, 2022, as part of rectifying legislative gaps in response to the Smoky Lake County Municipal Accountability Review conducted on January 18, 2021.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed



# COUNCIL DEPARTMENTAL MEETING ACTION LIST OF MAY 24, 2022 AS OF 2022/06/14

5.1.3.ii



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

## GOAL

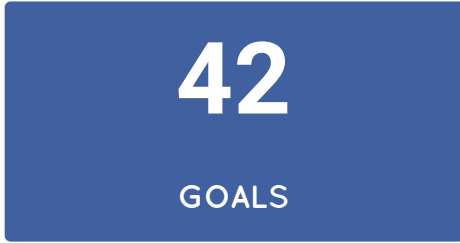
Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		<b>2022 05 24 Departmental Operations</b>				On Track
2022/05/24	702-22	→ <b>Weed/Pest Inspector Appointment</b>	That Smoky Lake County Council appoint Jolene Prockiw as Weed/Pest Inspector, effective May 2, 2022, to termination of employment.	Agricultural Fieldman	<b>Amanda Kihn:</b> Achievements: Email sent to payroll clerk May 24th to add to employee personnel file. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed
2022/05/24	703-22	→ <b>Weed/Pest Inspector Appointment</b>	That Smoky Lake County Council appoints Tori Stang as Weed/ Pest Inspector, effective May 11, 2022, to termination of employment.	Agricultural Fieldman	<b>Amanda Kihn:</b> Achievements: Email sent to payroll clerk May 24th to add to employee personnel file. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed
2022/05/24	704-22	→ <b>Weed/Pest Inspector Appointment</b>	That Smoky Lake County Council appoints Kierstin Dubetz as a Weed/Pest Inspector, effective May 2, 2022, to termination of employment.	Agricultural Fieldman	<b>Amanda Kihn:</b> Achievements: Email sent to payroll clerk on May 24th to add to employee personel files. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/24	705-22	→ <b>Weed/Pest Inspector Appointment</b>	That Smoky Lake County Council appoints Jade Norman as Weed/Pest Inspector, effective May 2, 2022, to termination of employment.	Agricultural Fieldman	<b>Amanda Kihn:</b> <b>Achievements:</b> Email sent to payroll clerk May 24th to add to employee personnel file.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>	Comple



Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...																																
2022/05/24	706-22	→ <b>Sale of Public Works Surplus Equipment</b>	<p>That Smoky Lake County Council accept the offer from Ritchie Brothers Auctioneers, responding to the Sale of Public Works Surplus Equipment as advertised in the May 2022 Grapevine and on the County Website, and listed below "as-is where-is" forthwith, of a lump sum in the amount of \$395,500.00, less a 10% commission fee, with the County's guaranteed profit to be in the amount of \$355,000.00, to be offered for sale at their June 22, 2022 sale event, and with any monetary amount acquired over and above the total amount of \$395,000.00 to be split: 80% to Smoky Lake County and 20% to Ritchie Brothers Auctioneers:</p> <table border="1"> <thead> <tr> <th>Unit #</th> <th>Description</th> <th>Serial Number</th> <th>Odometer</th> </tr> </thead> <tbody> <tr> <td>Unit 239</td> <td>2016 GMC Sierra 1500 Pickup</td> <td>3GtU2MEC3GG317279</td> <td>265,446 km</td> </tr> <tr> <td>Unit 160</td> <td>2019 3-Yard Patcher Body</td> <td>Custom Built</td> <td>N/A</td> </tr> <tr> <td>Unit 196</td> <td>2004 Decap Belly Dump Trailer</td> <td>2D9DS4C454L017650</td> <td>422,296 km</td> </tr> <tr> <td>Unit 198</td> <td>2007 378 Peterbilt Truck</td> <td>1XPFD0X47D685158</td> <td>758,276 km</td> </tr> <tr> <td>Unit 190</td> <td>Kenworth T800 Sanding Truck &amp; Gravel Box Also going with 190 is Units 190A the spreader, 190B the snow Plow, and 190C The wing</td> <td>1XKDD0X63R970745</td> <td>704,807 km</td> </tr> <tr> <td>Unit 455</td> <td>John Deer 6430 Tractor</td> <td>1L06430GVCG714724</td> <td>7,570 km</td> </tr> <tr> <td>Unit 507</td> <td>Caterpillar 14M Grader</td> <td>CAT0014MLR9J01039</td> <td>10,932 km</td> </tr> </tbody> </table>	Unit #	Description	Serial Number	Odometer	Unit 239	2016 GMC Sierra 1500 Pickup	3GtU2MEC3GG317279	265,446 km	Unit 160	2019 3-Yard Patcher Body	Custom Built	N/A	Unit 196	2004 Decap Belly Dump Trailer	2D9DS4C454L017650	422,296 km	Unit 198	2007 378 Peterbilt Truck	1XPFD0X47D685158	758,276 km	Unit 190	Kenworth T800 Sanding Truck & Gravel Box Also going with 190 is Units 190A the spreader, 190B the snow Plow, and 190C The wing	1XKDD0X63R970745	704,807 km	Unit 455	John Deer 6430 Tractor	1L06430GVCG714724	7,570 km	Unit 507	Caterpillar 14M Grader	CAT0014MLR9J01039	10,932 km	Shop Foreman	<p><b>Mark Fedoretz:</b></p> <p><b>Achievements:</b> Equipment was hauled by cutline construction to Richie Bothers from June 1 to June 8 2022. Waiting sale date on June 22 to 24 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track
Unit #	Description	Serial Number	Odometer																																			
Unit 239	2016 GMC Sierra 1500 Pickup	3GtU2MEC3GG317279	265,446 km																																			
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Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/24	707-22	→ <b>Capital Purchase Escalated Cost for Unit 502A 160M AWD Grader</b>	That Smoky Lake County Council approve the unbudgeted expenditure in the amount up to \$25,600.00 to cover the escalation cost, over and above the Year-2022 Capital Budget to replace Public Works Grader Unit 502, in the amount of \$647,400.00, with a Year-2023, Caterpillar 160AWD from Finning Canada, as per their re-quote #Q-00074943 expiring on May 24 2022, in the amount of \$673,000.00, plus taxes.	Shop Foreman	<b>Mark Fedoretz:</b> <b>Achievements:</b> Grader was purchased May 26 2022 For a price of \$659,000.00 plus taxes <b>Challenges:</b> <i>No value</i> <b>Next Steps:</b> <i>No value</i>	Comple
2022/05/24	708-22	→ <b>Agricultural Service Board Poster Contest</b>	<p>That Smoky Lake County acknowledge receipt of the Year-2022 submissions to the Smoky Lake County Agricultural Services Poster Contest and approve to award prizes as per Policy No. 62-06-06, to the following students from local schools:</p> <p>Vilna, Grade 5 (2 submissions received),  1st place to: Gabrielle Ward,  2nd place to: Neva Faithful,  H.A. Kostash Grades 1 &amp; 2 (39submissions received),  1st place to: Owen Carrick,  2nd place to: Arianna Habana,  H.A. Kostash Grades 3 &amp; 4 (25submissions received),  1st place to: Gabriel Greening  2nd place to: Ethan McGregor  H.A. Kostash Grades 5 &amp; 6 (8 submissions received),  1st place to: Kayla Paskevich,  2nd place to: Brady Bazinet,  Holy Family Catholic Grades 1 &amp; 2 (16 submissions received),  1st place to: Alyssa Ollikka  2nd place to: Kharter Henderson  Holy Family Catholic Grades 3 &amp; 4 (13 submissions received),  1st place to: Barrett Bentley,  2nd place to: Isaiah Hall,  Holy Family Catholic Grades 5 &amp; 6 (13 submissions received),  1st place &amp; GRAND PRIZE WINNER to: Tristan Turenne, and  2nd place to: Liam Barghshoon.</p>	Agricultural Fieldman	<b>Amanda Kihn:</b> <b>Achievements:</b> Poster contest winner names were submitted to Accounts Payable on May 30th. Cheques and prizes will be distributed to students prior to the end of the school year in June. <b>Challenges:</b> <i>No value</i> <b>Next Steps:</b> <i>No value</i>	Comple



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

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		2022 05 26 Regular Council Meeting				On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	717-22	→ <b>Bylaw No. 1415-22: To Amend the Land Use Bylaw &amp; to Amend the Municipal Development Plan</b>	<p>That Smoky Lake County <b>Bylaw No. 1415-22: to amend the Land Use Bylaw No. 1272-14, and to amend the Municipal Development Plan Bylaw No. 1249-12</b>, for the purpose of rezoning all the portions of the lands legally described as Plan 1423459, Block 1, Lot 1 (Municipal Address: 19176, Victoria Trail), from "Agriculture (AG) District" to "Victoria Commercial (C2) District" and to reclassify the said lands from "Agriculture Area" to "Commercial Area", be given <b>SECOND READING...</b></p> <p>...be given the <b>THIRD and FINAL READING</b> and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.</p>	Planning & Development Manager	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Manager has prepared Bylaw 1415-22: A Bylaw to amend Land Use Bylaw 1272-14 &amp; to amend Municipal Development Plan 1249-12 for signing and execution by the Reeve and the Chief Administrative Officer. Once the Bylaw has been signed and executed it will be filed by the Municipal Clerk. The Planning and Development Manager has also provided notice of said Bylaw to the GIS Technician so that the County's GIS can be updated to reflect the rezoning/reclassification of the lands. The Planning and Development Manager has also notified the County's Subdivision Authority, Municipal Planning Services (2009) Ltd. of the Bylaw so that there records are up to date.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/26	718-22	→ <b>Request for Proposal (RFP No. CHRS-2022): Bid Recommendation</b>	<p>That Smoky Lake County Select O2 Planning and Design Inc. as the successful bidder subsequent to the Request for Proposal No. CHRS-2022 and execute the Consulting Services Contract thereto, in accordance with the Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.</p>	Planning & Development Manager	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department has forwarded a copy of the Consulting Services Contract to O2 Planning and Design Inc. for signing and execution. The Planning and Development had a kick-off meeting with representatives from O2 Planning and Design Inc. on June 2, 2022, and a subsequent meeting with O2 and representatives from Parks Canada and Alberta Environment and Parks on June 6, 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	719-22	→ <b>Proclaim Canadian Rivers Day – June 12, 2022</b>	That Smoky Lake County Council proclaim, Sunday, June 12, 2022, as Canadian Rivers Day in Smoky Lake County:...	Communications Technician	<p><b>Evonne Zukiwski:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>Canadian Rivers Day proclamation promoted in the June edition of the Smoky Lake County Grapevine, published in the June 8, 2022 Redwater Review</li> <li>Proclamation scheduled to appear on social media on June 12, 2022</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/26	720-22	→ <b>Regional Engineering Development Standards – Request for Proposal</b>	That Smoky Lake County approve to proceed with publishing the Request for Proposal: RFP 2022-001: Regional Subdivision and Design Standards (RSCS), Project No. SLC-PD-2022-001, for the Smoky Lake Regional Development Guidelines and Minimum Servicing Standards (also known as: Regional Engineering Design Standards (REDS)), as amended, online via the Alberta Purchasing Connection (APC), with an intake deadline of June 17, 2022, in accordance with Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.	Planning & Development Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: 19-125F</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department, in coordination with the Finance Manager, published the Smoky Lake Regional Development Guidelines and Minimum Servicing Standards (also known as: Regional Engineering Design Standards (REDS)) Request for Proposal (RFP No. REDS-2022), as amended, online via the Alberta Purchasing Connection (APC), on Monday, May 30, 2022. The Planning and Development Department has received a number of questions regarding the RFP since it was published and will be publishing an addendum to the RFP that answers these questions and clarifies the requirements of the RFP.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	721-22	→ <b>Community Futures St. Paul-Smoky Lake – Board of Directors</b>	That Smoky Lake County accept the presentation received from Penny Fox, General Manager, Community Futures St. Paul-Smoky Lake, and Community Futures St. Paul-Smoky Lake Board Members: Parrish Tung (Mayor of Elk Point) and Evelynne Kobes (Councillor for Town of Smoky Lake); <b>and</b> bring forward a Request for Decision to the June Council meeting for the purpose of Council's consideration of appointing a member to the Community Futures St. Paul-Smoky Lake Board Directors.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A request for decision will be brought forward for this item to the June 23 Council meeting to consider amending Policy Statement No. 61-06-02: Community Futures Board, Terms of Reference. Municipal File: 1-129</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	722-22	→ <b>Subdivision of South Part of River Lot 10 (RL-10, VIC SETTLEMENT).</b>	That Smoky Lake County initiate a subdivision (also known as a fragmentation) of the South portion of River Lot 10 (Victoria Settlement) and contact the Métis Nation of Alberta regarding the potential transfer of the portion of River Lot 10 (Victoria Settlement) that lies North of Victoria Trail, containing the Victoria Park Cemetery.	Planning & Development Manager	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department sent an application to subdivide River Lot 10, to Municipal Planning Services (2009) Ltd., the County's Subdivision Authority, on June 8, 2022. The Planning and Development Department will update Council on the status of the application as it is processed.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	723-22	→ <b>Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource</b>	That Smoky Lake County <b>Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource</b> , for the purpose of designating the Apedaile Farmstead on the land legally described as NW-16-58-15-W4M as a Municipal Historic Resource in accordance with the Historic Resources Act, be given <b>FIRST READING</b> ....  ...be given the <b>THIRD and FINAL READING</b> and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.	Planning & Development Manager	<p><b>Jenna Preston:</b></p> <p><b>Achievements:</b> Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource will be signed, sealed and filed once returned with the Apedaile's signatures.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Manager sent a letter to Mr. and Mrs. Apedaile, dated June 2, 2022, informing them of Council's decision to adopt Bylaw No. 1408-22. Mr. and Mrs. Apedaile are required to sign a copy of said Bylaw prior to its registration at Land Titles.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/26	724-22	→ <b>Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20</b>	That Smoky Lake County <b>defer</b> the draft Bylaw No. 1410-22, for the purpose of amending the former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20, to the June 23, 2022, Council Meeting.	Planning & Development Manager	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department is preparing Bylaw No. 1410-22 and will forward it to a future County Council meeting for consideration.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	725-22	→ <b>Regional Bylaw Officer for Dog Control</b>	That Smoky Lake County <b>defer</b> the Town of Smoky Lake's April 5, 2022 Council Motion # 264-2022, expressing interest in creating a Regional Bylaw Officer for Dog Control in the Smoky Lake Region as per the letter received from Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake, dated April 29, 2022, to an Intermunicipal Collaboration Committee (ICC) meeting scheduled by the Town of Smoky Lake for the purpose of discussing the possibility of Regional Bylaw Enforcement Services and to orientate/refresh ICC members in respect to the Intermunicipal Collaboration Framework (ICF) and ICC process.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A copy of this motion was emailed to the region's CAO's and Town's Assistance CAO on May 26, 2022. This item will be placed on the next ICC meeting agenda. The meeting date is to be determined by the Town of Smoky Lake.</p> <p>Municipal File:61-3B</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track
2022/05/2 6	726-22	→ <b>Agricultural Service Board Independent Appeal Panel for Pest Control</b>	That Smoky Lake County appoint Barry Feniak, Norman Schmidt, and Robert Semeniuk as Members-at-Large and Ed Doktor as Alternate Member-at-Large to the Smoky Lake County Agricultural Service Board Independent Appeal Panel for Pest Control, as per Bylaw No. 1411-22.	Agricultural Fieldman	<p><b>Carleigh McMullin:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>E-mailed motion to Kellie Jackson at Alberta Agriculture, Forestry and Rural Economic Development on June 2nd. Smoky Lake County ASB Field Visit outstanding tasks are now complete and we are in compliance will all Acts and Regulations.</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	727-22	→ <b>Agricultural Service Board Independent Appeal Panel for Soil Conservation</b>	That Smoky Lake County appoint the Smoky Lake County Agricultural Service Board as the Soil Conservation Appeal Committee as per the requirements from Alberta Agriculture, Forestry, and Rural Economic Development.	Agricultural Fieldman	<p><b>Carleigh McMullin:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>E-mailed motion to Kellie Jackson at Alberta Agriculture, Forestry and Rural Economic Development on June 2nd. Smoky Lake County ASB Field Visit outstanding tasks are now complete and we are in compliance will all Acts and Regulations.</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed



Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	728-22	→ <b>Local &amp; Composite Assessment Review Boards (LARB &amp; CARB) - Services Agreement</b>	That Smoky Lake County execute the service agreement with Capital Region Assessment Services Commission, titled: "Participant Memorandum of Agreement 2022-2024", to allow for the Commission to provide specific administrative and financial services relating to Assessment Review Boards to the County for a three-year term: 2022 to 2024, and abide by the terms and conditions there in for full Local & Composite Assessment Review Boards (LARB & CARB) Services.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal Committee listing was updated on June 10, 2022, and provided to Communications for posting to the website.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Brenda Adamson:</b></p> <p><b>Achievements:</b> The Participant Memorandum of Agreement was signed and forwarded to Capital Region Assessment Services Commission on June 8, 2022 via email.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/2 6	729-22	→ <b>Local &amp; Composite Assessment Review Boards (LARB &amp; CARB) - Appointments</b>	That Smoky Lake County appoint, Raymond Ralph as the Assessment Review Board Chairman, Geryll Amorin as the Certified Assessment Review Board Clerk, and Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles, and Raymond Ralph, as the Assessment Review Board Certified Panelists, under the Capital Region Assessment Services Commission agreement for the duration of 2022 calendar year.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal Committee listing was updated on June 10, 2022, and provided to Communications for posting to the website.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/2 6	730-22	→ <b>Bylaw No. 1417-22: Assessment Review Board Services</b>	<p>That Smoky Lake County <b>Bylaw No. 1417-22: Assessment Review Boards</b>, for the purpose of establishing and governing Smoky Lake County's Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB), be given <b>FIRST READING</b>.....</p> <p>...be given the <b>THIRD and FINAL READING</b> and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.</p>	Finance Manager	<p><b>Jenna Preston:</b></p> <p><b>Achievements:</b> Bylaw No. 1417-22: Assessment Review Boards has been signed, sealed and filed.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	732-22	→ <b>Review of Bylaw No. 1320-18: Council Code of Conduct</b>	That Smoky Lake County Council confirm the Bylaw No. 1320-18: Council Code of Conduct, was reviewed on May 11, 2022, as required every four years, and agree it is current and in compliance with all legislative requirements.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The purpose of this motion is to officially document and acknowledge the Code of Conduct bylaw has been reviewed, as required every four years, to ensure it is current and in compliance with all legislative requirements. This motion will be filed behind the Bylaw as well as in the Municipal Accountability Program (MAP) master binder.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	733-22	→ <b>Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.</b>	That Smoky Lake County Council approve and acknowledge action taken by Administration in coordinating the scheduling, advertising, and agenda preparation for the Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.'s inaugural meeting, to be held on Friday, June 24, 2022 at 1:00 p.m. in County Council Chambers.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A Notice of Meeting of Directors of the MCC for Smoky Lake Development Corp., dated June 15, 2022 was advertised in the Redwater Review for the meeting to be held on June 24, 2022 at 1pm to be held in person in County Council Chambers. Municipal File: 61-8A</p> <p>Town of Smoky Lake's June 7, 2022, Council Motion # 436-2022: MOVED by Councillor Prockiw-Zarusky that Town of Smoky Lake approve action taken by Smoky Lake County administration in coordinating the scheduling, advertising, and agenda preparation for the Municipally Controlled Corporation (MCC) for Smoky Lake Development Corp.'s inaugural meeting, scheduled for Friday, June 24, 2022 at 1:00 p.m. in the Smoky Lake County Council Chambers.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	734-22	→ <b>Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.</b>	That Smoky Lake County temporarily cover the expenses relating to advertising the Municipally Controlled Corporation: MCC for Smoky Lake Development Corp.'s inaugural meeting, in the approximate amount of \$213.00, and to purchase a corporate seal for the MCC for Smoky Lake Development Corp. in the approximate amount of \$100.00; and submit all related invoices to the MCC for Smoky Lake Development Corp. for reimbursement.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> <b>Town of Smoky Lake's June 7, 2022 Council Motion #437-2022: MOVED</b> by Councillor Kobes that Town of Smoky Lake approve for Smoky Lake County to advertise the Municipally Controlled Corporation (MCC) for Smoky Lake Development Corp.'s inaugural meeting, in the approximate amount of \$213.00, and to purchase a corporate seal for the Municipally Controlled Corporation (MCC) for the Smoky Lake Development Corp. in the approximate amount of \$100.00; and all costs be funded from the Joint Town and County Budget instead of Smoky Lake County temporarily covering the costs and submitting all related invoices to the MCC for Smoky Lake Development Corp. for reimbursement; and administration forward the information to Smoky Lake County.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track
2022/05/2 6	740-22	→ <b>County Purchase of Private Land: SW-27-59-17-W4 – Offer to Purchase</b>	That Smoky Lake County prepare an offer to purchase the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less) to a total in the amount of \$220,000.00; for consideration by the seller; pursuant to the Executive Session discussions held in respect to same on May 26, 2022, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The CAO provided all pertinent information on May 30, 2022 to Christina L. Tchir, Partner, Morrow Tchir LLP, of St. Paul, to initiate undertaking the legal transaction.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	741-22	→ <b>Stry 75th Anniversary Hall – Request for Financial Assistance</b>	That Smoky Lake County Council <b>take no action</b> to the tabled agenda item from the morning of May 26, 2022, in respect to a request for financial assistance to help sustain operations of the Stry 75th Anniversary Hall, as per the letter received from Jane Ozdoba, Member of Stry 75th Anniversary Hall, dated April 19, 2022, and further to the Stry 75th Anniversary Hall's Financial Statements for Years: 2019, 2020 and 2021, which were received on May 24, 2022, in response to Council's April 28, 2022, Motion #682-22.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> An email was sent to the requesting member of Stry 75th Anniversary Hall on June 7, 2022 to notify her of Council's decision to take no action. Municipal File: 7-79</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	742-22	→ <b>County Purchase of Private Land: SW-27-59-17-W4 – Approval of Unbudgeted Expense</b>	That Smoky Lake County Council approve the unbudgeted expenditure to purchase the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less) in the amount of \$220,000.00, funded from reserves, pursuant to the Executive Session discussions held in respect to same on May 26, 2022, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The Finance Manager has provided the information to Account Payable for payment, subject to the acceptance of the offer.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track
2022/05/2 6	743-22	→ <b>Strategic Transportation Infrastructure Program (STIP) Bridge Funding BF13398, BF78004, &amp; BF77862</b>	<p>That Smoky Lake County Council approve to utilize Federal Gas Tax (FGT) funds in the amount of \$210,330.00 for 50% of the escalation costs to complete the Bridge Rehabilitation Project # <b>BF13398</b> (Range Road 130 and Township Road 602), in response to the letter received from the Minister of Transportation, dated May 2, 2022, announcing additional Strategic Transportation Infrastructure Program (STIP) funding for 50% of the escalation costs in the amount of \$210,330.00 to complete the rehabilitation of BF13398; <b>and acknowledge receipt</b> of the additional letter received from the Minister of Transportation, dated May 12, 2022, approving STIP funding up to 75% of eligible project costs as follows:</p> <ul style="list-style-type: none"> <li>· Bridge Rehabilitation Project # <b>BF78004</b> (Township Road 585A and Range Road 195A) - Culvert Repairs, maximum grant: \$184,028</li> <li>· Bridge Rehabilitation Project # <b>BF77862</b> (Township Road 590 and Range Road 190) - Bridge Culvert Rehabilitation, maximum grant: \$61,277</li> </ul>	Finance Manager		On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	746-22	→ <b>Waive Penalties on Utility Billing – May 2022</b>	That Smoky Lake County Council waive all late payment penalties on the Natural Gas accounts for the month of May 2022 due to system interruptions arising from the financial system conversion from Bellamy to Great Plains/Diamond.	Natural Gas Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> As per motion, the penalties were waived accordingly.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Patti Priest:</b></p> <p><b>Achievements:</b> <i>No value</i></p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	749-22	→ <b>H.A. Kostash School - financial assistance towards field trips</b>	That Smoky Lake County Council take no action to the letter request received from Richard Richards, Principal, H.A. Kostash School, dated April 28, 2022, for financial assistance towards school field trips, as the request does not fall within the requirements to provide funding as per County Policy Statement No. 01-14-05: Contributions to Non-Profit Organizations and Individuals.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The Principal of HAK was emailed on June 7, 2022, to notify them of Council's decision to take no action, and to provide County funding policies for future reference.</p> <p>Municipal File: 17-7</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	750-22	→ <b>Anne Chorney Public Library</b>	That Smoky Lake County Council <b>defer</b> the letter from Farrah Ollikka, Vice President, Anne Chorney Public Library, dated May 1, 2022, requesting assistance to aid the Library's Year-2022 projected financial shortfall in the amount of \$8,600.00, until all Year-2022 revenue, including membership fees, have been reported.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A copy this motion and a request for the financial information was sent via email to Ms. Ollikka on June 7, 2022.</p> <p>Municipal File: 7-2</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	751-22	→ <b>Proclamation - Senior's Week June 6 to June 12, 2022</b>	That Smoky Lake County Proclaim: June 6 to June 12, 2022, as Senior's Week, in honour of the past, present and future contributions of the seniors of this community and throughout Alberta.	Communications Technician	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Legislative Services ordered two slab cakes from the Smoky Lake Bakery to be delivered by the Enviro &amp; Parks Manager, to the lodge in Smoky Lake and in Vilna on June 9, 2022. Municipal File: 1-232</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Evonne Zukiwski:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>Seniors Week advertised in the June edition of the Smoky Lake County Grapevine, published June 8, 2022 in the Redwater Review.</li> <li>Seniors Week advertisement shared on social media on June 6, 2022</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/26	752-22	→ <b>Town of Taber – Concerns of Increasing Utility Fees</b>	That Smoky Lake County acknowledge receipt of the copied letter from Andrew Prokop, Mayor, Town of Taber, dated April 20, 2022, to the Alberta Utilities Commission, concerning increasing utility fees; and write a letter concerning same to the Zone 5 Rural Municipalities of Alberta (RMA) Director, with carbon copies to the local MLA, and Town of Taber.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> As per motion, Legislative Services will be drafting a letter for review and signature under the Reeve. This progress will be updated once the letter is sent.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	753-22	→Rural Municipalities of Albert (RMA) - 2022 Member Visit	That Smoky Lake County schedule a Committee of the Whole Meeting for August 11, 2022 at 10:30 a.m. and agree to provide a catered lunch for the purpose of meeting with the Rural Municipalities of Alberta (RMA) President Paul McLauchlin, as per the February 16, 2022 correspondence in respect to the RMA 2022 Member Visit Scheduling.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The coordination of this meeting began on February 16, 2022 &amp; was confirmed on April 19, 2022. A catered lunch has been arranged to be served. Municipal File: 1-10</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/2 6	754-22	→Colette and Jim Packard	That Smoky Lake County Council deny the request received in an email from Colette and Jim Packard, dated May 7, 2022, for permission to allow three trailers on their lot, as the request does not conform to the County's Bylaw respecting same.	Planning & Development Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Letter will be filed in the Packard's land file.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Manager sent a letter, dated June 8, 2022, to Jim &amp; Colette Packard, informing them of Council's decision to deny their request to be allowed to have additional RVs on their property above the maximum 2 RVs that the Land Use Bylaw allows for.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	755-22	→ <b>John Mainwaring</b>	That Smoky Lake County take no action to the email received from John Mainwaring, dated April 25, 2022, with a subject line titled: "Legal Opinion", in respect to enforcement on Wayetenau Property.	Planning & Development Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: 1-267</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Manager sent a letter, dated June 9, 2022, to John Mainwaring, informing him of Council's decision to take no action on his request. The Planning and Development Manager also spoke with Mr. Mainwaring by phone and informed him that he may speak as a delegation at a future Council meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/26	756-22	→ <b>Metis Nation of Alberta – 4th Annual Alberta Métis Fest</b>	That Smoky Lake County Reeve attend, and Council who can attend – attend, the 4th annual Alberta Métis Fest scheduled for Saturday, June 25th, 2022, from 11:00 a.m. to 11:00 p.m. at Métis Crossing, in response to the letter invitation from Audrey Poitras, President, Metis Nation of Alberta, dated May 6, 2022.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The Reeve did attend and brought greetings on behalf of Smoky Lake County.</p> <p>Municipal File: 7-25</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/26	757-22	→ <b>Strategic Transportation Infrastructure Program (STIP) – BF13398</b>	That Smoky Lake County Council acknowledge receipt of the letter received from the Minister of Transportation, dated May 2, 2022, announcing additional Strategic Transportation Infrastructure Program (STIP) funding for 50% of the escalation costs in the amount of \$210,330.00 to complete the rehabilitation of BF13398.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Letter acknowledged and retained for information purposes. Municipal File: 19-12</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple



Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	758-22	→ <b>BF13398 – Tender Award - Formula Alberta Ltd.</b>	That Smoky Lake County Council approve to fully award the tender to: Formula Alberta Ltd. of Stony Plain, Alberta, in respect to the bridge replacement tender: TND20213156-1 for bridge number BF13398, at NW-07-60-12-W4.	Finance Manager	<p><b>Brenda Adamson:</b></p> <p><b>Achievements:</b> Formula One has been notified via letter June 9+,2022</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><b>Brenda Adamson:</b></p> <p><b>Achievements:</b> A letter was emailed to Associated Engineering on June 9, 2022 providing Formula Alberta Ltd. with notice to proceed with the work.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/2 6	759-22	→ <b>Strategic Initiatives (SI) Grant Denied – Two Hills County Joint Ortho Photo Project</b>	That Smoky Lake County acknowledge receipt of letter from Brandy Cox, Deputy Minister, Alberta Municipal Affairs, to the Chief Administrative Officer of Two Hills, dated April 11, 2022, announcing the County of Two Hills was unsuccessful in the funding application submitted jointly with Smoky Lake County as partner to the Strategic Initiatives (SI) Grant for an Ortho Photos Project.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Retained letter for information purposes, and awareness, as this ACP was in joint partnership. Municipal File: 19-125G</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple
2022/05/2 6	760-22	→ <b>Alberta Transportation - Highway 28 Speed Review</b>	That Smoky Lake County acknowledge receipt of the letter from Michael Botros P. Eng., Regional Director, Alberta Transportation, dated May 12, 2022, in respect to a "Highway 28 Speed Review"; and Council agree to continue to lobby the Province of Alberta for improvements to Highway 28 and recommend discussion of same at the next Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> This item will be placed on the next JMM meeting agenda on June 28, 2022. Municipal File: 3-161</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Comple

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/2 6	761-22	→ <b>Northeast Alberta Information HUB Ltd. – Membership Renewal</b>	That Smoky Lake County approve to renew the Northeast Alberta Information HUB Ltd. membership fee, in the amount of \$1,230.50, for the period of April 1, 2022 to March 31, 2023, based on a population of 2,461 @ \$0.50/capita, as per their April 1, 2022 invoice.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A copy of the motion &amp; backup information was emailed to Accounts Payable on June 3, 2022, by Legislative Services. Municipal File:1-166</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track
2022/05/2 6	762-22	→ <b>Stunt Driving Concern - Anonymous Letter</b>	Smoky Lake County Council acknowledge receipt of the anonymous letter dated May 6, 2022 in respect to “Stunt Driving”, and acknowledge the letter was forwarded on May 16, 2022 to the RCMP for investigation; and recommend the anonymous complainant/witness bring further information forward directly to the RCMP.	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The RCMP created file number for the letter to assign it to a member for investigation. However, unfortunately without further details or a complainant/witness coming forward, unless the RCMP were to come across the individuals stunting or driving dangerously, there is little that the RCMP can do other than to follow up with these individuals and advise them of the complaint made and issue a verbal warning. Municipal File: 1-267</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/2 6	763-22	→ <b>Smoky Lake Golf Club - Junior Golf Program Sponsorship</b>	That Smoky Lake County Council provide funds in the amount of \$1,000.00 to the Smoky Lake Golf Club, towards sponsoring their Junior Golf Program, in response to the letter request from Noel Simpson, Club House Manager, Smoky Lake Golf Club, received on May 13, 2022.	Finance Manager	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A copy of the motion &amp; backup information was emailed to Accounts Payable on June 3, 2022, by Legislative Services. Municipal File: 7-65</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	764-22	→ <b>LiveDifferent Charity – Vilna School Student Trip to Mexico</b>	That Smoky Lake County Council defer the letter received from Alexis Fulton, Vilna School Student, dated May 18, 2022, requesting a donation in the amount of \$250.0 towards a trip to San Quintin, Mexico, to build houses for a week with the Canadian charity "LiveDifferent"; and contact the school to extend an invitation for Ms. Fulton to be a delegation at the next Council Meeting to provide Council with further information.	Municipal Clerk	<p><b>Patti Priest:</b>  <b>Achievements:</b> Municipal File: 17-8  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i></p> <p><b>Jenna Preston:</b>  <b>Achievements:</b> Called Lauren Melnyk on May 27, 2022 to see if Alexis Fulton and herself could come as a delegation to the June 23, 2022 Council Meeting. Lauren and Alexis confirmed they could make it for a 1:00 p.m. delegation virtually. Zoom information was sent to Lauren on June 6, 2022.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i></p>	Completed

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	765-22	→ <b>Smoky Lake County Regional Heritage Board</b>	That Smoky Lake County approve for Public Works to undertake the work outlined in the email request received from Noreen Easterbrook, Chair, Smoky Lake County Regional Heritage Board, dated May 10, 2022, to brush/remove trees and to construct a pull-out on the west side of Range Road 180, adjacent to SE-12-59-18-W4M, for the purpose of providing wetland access, as per the scope of work provided by the Public Works Manager.	Public Works Manager	<p><b>Patti Priest:</b>  <b>Achievements:</b> Municipal File: 7-5  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i></p> <p><b>Jordan Ruegg:</b>  <b>Achievements:</b> The Planning and Development Manager sent a letter to Noreen Easterbrook, Chairwoman, Smoky Lake County Regional Heritage Board, dated June 2, 2022, informing Ms. Easterbrook that Smoky Lake County Council had agreed to her request, made via letter dated April 29, 2022, for brushing and roadwork to be done within the road allowance east of the lands legally described as SE-12-59-18-W4M. Subsequently, the Planning and Development Manager sent a letter, dated June 2, 2022, to the owners of the lands legally described as SE-12-59-18-W4M informing them of same.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i></p>	Completed
2022/05/26	766-22	→ <b>Strategic Transportation Infrastructure Program (STIP) – BF78004 &amp; BF77862</b>	<p>That Smoky Lake County execute the funding agreement to undertake the projects below, in response to the letter received from Rajan, Sawhney, Minister of Transportation, dated May 12, 2012, approving Strategic Transportation Infrastructure Program (STIP) funding up to 75% of eligible project costs as follows:</p> <ul style="list-style-type: none"> <li>• Bridge Rehabilitation Project # BF78004 (Township Road 585A and Range Road 195A) - Culvert Repairs, maximum grant: \$184,028.00,</li> <li>• Bridge Rehabilitation Project # BF77862 (Township Road 590 and Range Road 190) - Bridge Culvert Rehabilitation, maximum grant: \$61,277.00.</li> </ul>	Finance Manager	<p><b>Patti Priest:</b>  <b>Achievements:</b> Municipal File: 19-56X  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i></p>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/05/26	767-22	<p>↳ <b>Monthly Release of Information – April/May 2022 &amp; Thank You Correspondence</b></p>	<p>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 March 2022, be (F) filed for information or (A) acknowledged receipt:</p> <ul style="list-style-type: none"> <li>• R26-22: UCC Alberta – E-Bulletin: April 21, 2022.F</li> <li>• R27-22: RMA: Contact Newsletter: April 29, 2022.F</li> <li>• R28-22: Aspen View Board Highlights –April 21, 2022. F</li> <li>• R29-22: Reynolds Mirth Richards and Farmer – Re: Bill 21: Red Tape Reductions Statutes. F</li> <li>• R30-22: Wyatt Skovron, Manager of Policy and Advocacy, RMA, dated May 9, 2022- Re: RMA LGFF Member Townhall. F</li> <li>• R31-22: Ross Hunter, Communications Officer, Aspen View Public Schools, dated May 5, 2022- Re: News Release Aspen View Public Schools announces appointments to division-based administrative positions. F</li> <li>• R32-22: RMA District 5 Golf Tournament, Friday, July 15, 2022 at Coal Creek Golf Resort. F</li> <li>• R33-22: LICA – Bold Center Wetland Restoration Planting Workshop June 5, 2022.F</li> <li>• R34-22: Aspen View Board Highlights –May 5, 2022. F</li> </ul> <p>and acknowledge receipt of the “Thank You” correspondence received in the month of May 2022, from:</p> <ul style="list-style-type: none"> <li>• Smoky Lake School of Dance, for the \$1,000.00 donation made in January 2022.</li> </ul>	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> R26-22 – Municipal File: 1-209  R27-22 – Municipal File: 1-10  R28-22 – Municipal File: 17-4  R29-22 – Municipal File: 11-24  R30-22 – Municipal File: 1-10  R31-22 – Municipal File: 17-4  R32-22 – Municipal File: 1-10  R33-22 – Municipal File: 1-244  R34-22 – Municipal File: 17-4</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed



# COMMITTEE OF THE WHOLE ACTION LIST OF JUNE 8, 2022 AS OF

2022/06/16

5.1.3.iv

4 GOALS

0% GOAL COMPLETION

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

## GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...	
	No value	<b>2022 06 08 Committee of the Whole</b>					On Track
2022/06/08	N/A	→ <b>Next Steps for Broadband Connectivity</b>	Would be to coordinate a Committee of the Whole Meeting date between June 27, 2022 and July 6, 2022 (except June 29, 2022) and extend an invitation to Sturgeon County, Telus, MCS Net, and/or Explore Net, as separate delegations, to discuss solution-based plans for full broadband services; and extend an invitation to representative from: Buffalo Lake Métis Settlement, Kikino Métis Settlement, Saddle Lake Cree Nation, Town of Smoky Lake, Village of Vilna, Village of Waskatenau, and Whitefish Lake First Nations #128 to virtually join the said meeting.	Legislative Service Clerk		On Track	
2022/06/08	N/A	→ <b>Next Steps for Smoky Lake County Strategic Plan</b>	The Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager can proceed with determining consultant availability for those dates and once tentatively confirmed, the information will be brought forward to a Regular Council meeting for consideration of approval.	Legislative Service Clerk		On Track	
2022/06/08	N/A	→ <b>Next Steps for Environmental Reserve</b>	Administration may proceed to commence preparation of an Environmental Reserve (ER) Bylaw for Council's consideration at a future Council meeting.	Legislative Service Clerk		On Track	

## Councillor's Report

5.3.2

For June 2022

From Councillor Linda Fenerty, Division 2

### **June 13, 2022 – Muni-Corr Meeting – via Zoom**

- No correspondence
- Riverland Recreation Trail Society – two major initiatives were accomplished, one being sign replacement which has mostly been done. Approximately 500 signs have been replaced. Work stopped at Ashmont because they had to return the post pounder to County of St. Paul. Signs that were replaced were either bent, faded or non-existent. The Board extended a big thank you for municipalities which donated time/equipment for repairs required. Thank you to Dave Franchuk for repairing a sink hole on a trail within Smoky Lake County. There are 18 trestles which have had a lot of work done. Muni Corr is waiting for a quote on timbers for the Beaver River Trestle. The previous bid was for a company from Oregon which is now out of business.
- Paint was donated by Bonnyville Home Hardware to re-paint the shack at Lindbergh. This will be done this summer.
- Muni Corr had a company look at the boiler installed at Abilene Junction. After looking at it, he advised there is asbestos inside it. He recommended a company from Edmonton and a quote was received from IHMS of \$10,363.69 to seal the unit and install fencing to prevent the public from touching it.
- Middle Creek washout – repairs have been done. (see pictures below).
- A number of grant applications have been sent out, one being for engineering on Lindbergh Trestle, but no response received as of yet.
- Second Chance Trail ride was done, Iron Horse Ultra cancelled, due to lack of participants.
- Cycling map – Attached is the cycling map (see link after pictures below). There are 3 “failing” sections. The first is the part of trail that goes through the Bellis Natural Area. This is solid sand and cannot be cycled but, the road is very close by and a quick detour around puts them back on the trail and on their way. The section just east of St. Paul is the really rough part between Highway 881 and Highway 29. This 3.2km stretch could easily be upgraded if the trail was graded on a regular basis. The last section is from Elk Point to Heinsburg. Again, if this section was graded really, really good once a year, we would be able to upgrade its ranking.
- Apex Utilities – letter sent to Apex granting permission with conditions at NE-25-61-5 W4 to move a distribution line. Access would be with a Hydrovac truck and a temporary work space consisting of a 6'X6' bell hole.
- Term Deposit – one account matured in May and one will mature in June. Motion made to reinvest for 1 year term at 3.05%, as the Controller believes rates will be going up. \$40,000 will be held back for trestle repairs.
- Film Industry Release form – a request was granted to allow pictures being taken along the Trail for use in film industry, tourist information packages, etc.
- We viewed a YouTube video on the trail. It's quite picturesque. Here is the link to the videos on the Conseil de développement économique de l'Alberta's YouTube channel  
[https://www.youtube.com/results?search\\_query=Conseil+de+d%C3%A9veloppement+%C3%A9conomique+de+l%27Alberta](https://www.youtube.com/results?search_query=Conseil+de+d%C3%A9veloppement+%C3%A9conomique+de+l%27Alberta)
- Trail Ride – Evelynne Kobes and I inquired about taking a Trail Ride using quads/side x sides to view the Trail. There was some interest in it, possible for mid to late September.
- Signage of Highway 28/Y Road Access. People using this access have ended up in farmer's yards, so it has been proposed to install signs on the highway in both directions, in addition to interpretive

signage at the trestle (i.e. aircraft identification, history, etc.). Muni Corr has a grant application in place to help with funding.

- Closed session – administration will send a letter to affected landowners re: right-of-way.
- Here is the link to the OuterSpatial website <https://www.outerspatial.com/> You will have to go on whatever App program you use to download it to your phone. This app connects you to trails in the U.S. and Canada. Interesting to check out, if you have time
- FYI – Lindbergh Salt Plant is ceasing operations on August 1, 2022.
- Next meeting: July 11, 2022 at 10:00 a.m. County of St. Paul (downstairs).





To: Bonnyville Home Hardware for Paint & Stain  
Donation for the Mooswa Rest Stop  
Thanks Councilor Don Slipchuk for facilitating!



To: C  
post p



To: Northern Source Rentals for donating the use  
of a post pounder for the sign repair/replace  
project



To: N  
deck





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Put on Your  
**erspectacles**  
Looking through the rural lens

**RhPAP Rural Community Health Provider  
Attraction and Retention Conference**  
Drayton Valley, Alberta  
October 4-6, 2022

## **EARLY BIRD REGISTRATION DRAW ALBERTA BACKYARD TREASURE BASKET**

**Rural Communities – We need your help!** As you know, RhPAP’s 2022 Conference planning is underway, and we expect over 100 rural health professional attraction and retention committee members will attend! To kick off registration for this highly anticipated event, RhPAP is offering an early bird prize called the **Alberta Backyard Treasure Basket**.

Does your community have a local business or two that would be interested in a unique advertising opportunity by donating a locally made item for the basket? Our goal is to have a variety of products, showcasing all the wonderful goods being made in rural Alberta.

**For those who wish to donate to the Alberta Backyard Treasure Basket, RhPAP is pleased to offer:**

- Recognition/shout-outs via RhPAP **social media** pre-event
- Conference Promotion on the conference website - **RhPAP.ca/conference2022**
- **On-site poster** listing contributing businesses/communities/individuals
- Mention in **conference registration package**
- **Business cards displayed** at the conference – special table showcasing the prize (which will be drawn on the last day of the conference)

# Smoky Lake Regional Heritage Board FINAL March 2022 Meeting Minutes

5.3.6.b

**Date: March 18, 2022**

**Location: County council chambers and sites via Zoom**

**Chair: Noreen Easterbrook**

## 1.0 Call to Order

The meeting was called to order by the Chair, Noreen Easterbrook at 2:12 P.M.

Present:	Chair	Noreen Easterbrook
Present:	Vice Chair	Graham Dalziel
Present:	Secretary/Treasurer	Christine Hansen
Absent:	Director	Michelle Wright
Absent:	Director	Pam Billey
Absent:	Director	Leon Boychuk-Hunter
Present:	SLC Plan./Dev. Manager	Jordan Ruegg
Absent:	SLC Plan./Dev Assistant	Kyle Schole
Present:	Town of SL Representative	Marianne Prockiwi-Zarusky
Present:	Vilna Representative	Carole Trider
Present:	Admin Asst.	Amy Cherniwchan
Present:	County Resident	Peter Apedaile

## 2.0 Agenda

The chair presented the agenda

### Motion 22-01

Christine: That the agenda for the March 18, 2022 Smoky Lake Regional Heritage Board Meeting be adopted with deletions.

Carried.

## 3.0 Minutes

- Minutes were presented by Noreen Easterbrook

### Motion 22-02

Graham: That the minutes of the Smoky Lake Regional Heritage Board Meeting held November 3, 2021 be adopted as presented.

Carried.

- **Action Items** were reviewed and updated as listed in Action Table attached.

## 4.0 Correspondence

### 4.1 Sent

- Nov 9, 2021 Letter to Peter & Ella May Apedaile inquiring of interest in obtaining municipal historic resource designation for the Apedaile Farmstead
- Nov 9, 2021 Letter to Peter & Donna Podlosky inquiring of interest in obtaining municipal historic resource designation for the Hamlin Road Ranch
- Nov 10, 2021 Letter to Village of Vilna council recommending council to assign part of its budget to heritage
- Nov 10, 2021 Letter to the Town of Smoky Lake council recommending council to assign part of its budget to heritage

# Smoky Lake Regional Heritage Board

## FINAL March 2022 Meeting Minutes

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- Nov 10, 2021 Letter to Village of Waskatenau council recommending council to assign part of its budget to heritage
- January 31, 2022 letter from SLRHB to SLC council recommending county council designate the Hamlin Road Ranch and the Apedaile Farmstead
- January 10, 2022 cc'd to HB letter from SLC to Podloskis giving notice of Intent to designate Hamlin Road Ranch.
- March 8, 2022 cc'd to HB letter from SLC to Apedailes giving notice of Intent to designate Apedaile Farmstead.
- March 10, 2022 Letter from SLC to Richard & Maureen Osinchuk asking them to consider obtaining municipal historic resource designation for the Osinchuk Ukrainian House.

#### 4.2 Received

- February 1, 2022 letter from the Village of Waskatenau to the SLRHB asking for a potential list of estimated costs for Waskatenau to allocate funds to their 2022 budget.
- Email January 24, 2022 from Peter Apedaile asking for insight on their stewardship of the CDE's with potential implications for maintenance and upgrade options and costs. This was forwarded to Jordan Ruegg who provided Peter with a detailed response.

#### 5.0 Financial

- current bank balance presented by Amy Cherniwchan with an amount of \$62.98 as of March 18, 2022.
- Noreen has requested from the SLC a municipal grant of \$13,500 to be provided following budget approval in April.

#### Motion 22-03

Noreen: That the financial report be accepted.

Carried

#### 6.0 Business

##### 6.1 Administration

- Heritage orientation for new council needs to be developed for municipalities along with the county that will explain the role and function of the Board and the Heritage Management Plan and Policy.

##### Action 22-01

Noreen will assist Jordan in the development of the Heritage Board orientation package to present heritage and the mandate of the board.

##### 6.2 Heritage Designation and Associated Activities

- Keen House has been designated a historic site by the Smoky Lake Town Council on February 15, 2022 after passing the 3<sup>rd</sup> reading of the by law.

# Smoky Lake Regional Heritage Board

## FINAL March 2022 Meeting Minutes

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- The Hamlin Road Ranch bylaw will be presented to county council with 2<sup>nd</sup> and 3<sup>rd</sup> readings at the March 24<sup>th</sup> council meeting and the Apedaile homestead bylaw will be presented for its first reading in May 2022 following the signed notice of intent.
- Places of Interest List (POIL) has given the Heritage Resource Evaluation Committee a starting point to work from when deciding what building to move forward with and they have created a POIL Prioritization Table. Carol Trider informed us that the Pool Hall in Vilna is being worked on with grants. The HB offered that a municipal designation could be done if grants are required from Alberta Culture and Heritage Dept. as it is required for their grant applications. Waskatnenau general store is being worked on before the owner requests designation. It was suggested that the Town of Smoky Lake consider having Rudy's repair shop designated.

### 6.3 Preservation

- Oral Histories have been done in the past and transcribed into books. Oral histories have also been recorded through audio-visual media and videos have been created that can be seen on the Heritage Board's facebook page. Councilor Prockiw-Zarusky has suggested that there could be an opportunity to capture an oral history along on video at the local CN station that is currently used as a Tourist information Centre. It was suggested that Mr. George Gavinchuk, an original CPR Train Master who lived at the train station, could explain a day in the life of the Train Master.
- Smoky Lake Train Station- The Friends society was dissolved in 2021. There are plans to have some work done to the exterior of the CN station with a pending grant.
- Photo Archive initiative - Deferred

### 6.4 Conservation

- The Ruthenia School roof was completed last fall. Currently the windows are being restored with new wood being milled to fit into saved portions. Next the ceiling will have to be removed while retaining the trim between each sheet of gyproc; the upper wall has plaster to be repaired and below it, wainscoting will need to be refinished; there is exterior wood siding to repair and replace followed by painting.
- Wetlands  
Government program- only one landowner responded to a 30 letter mailout with its site inspection to be done once snow is melted. The land would be reclaimed and the farmer compensated.

The idea for the bird viewing pathway/boardwalk for schools, tourists and locals interested in wetlands is not looking promising as the process requires a disposition that requires studies to be done by consultants, long period of time, and a \$1000 per acre fee to the government. The next best plan would be to create access to the Crown land as long as the land is not disturbed and used only for people to walk and view nature. Noreen suggested the county can survey to find the boundary along the crown land then create a pull-off for cars and remove trees to make a path on the county road allowance. Jordan has suggested a letter be written to the county so that SLC Public Works can be given instructions to conduct work.

# Smoky Lake Regional Heritage Board

## FINAL March 2022 Meeting Minutes

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### Action 22-02

Noreen will write a letter asking the county for their assistance in developing the site adjacent to the wetland.

It was also brought up that Bellis has ecological heritage (between Bellis beach and 857, east of lake) that needs to be protected with some effective signage. Wetlands already identified need protection through provincial designation and order in council. **This needs to be investigated in the near future.** Peter has some experience with that and says it's important to achieve compliance from people through signage but not have too much authoritarian language on the signs.

- North Saskatchewan River-deferred as Kyle is absent due to covid.

### 6.5 Heritage Promotion and Recognition

- Designation Plaques- Bellis Firehall yet to be installed
- Interpretive Panels
  - Victoria Trail sign layout done, needs final workup and submission to Berhends Bronze.
  - Town of Waskatenau Interpretive panel made in 2019 but final decision on cost share between Town of Smoky Lake and Waskatenau has not been determined.
- Historic Tours – Walking tours could be done for Vilna and Smoky Lake. These will need to be developed; could be a pamphlet and/or on a phone app with QR codes as well as a driving tour in the county. There is a map for the Victoria Trail within our county both in the lobby and in a kiosk on the trail at riverlot 1. Vilna has a pamphlet with information of historic buildings that could be used or reviewed for updating.

### Action 22-03

Carol, Marianne and Noreen have agreed to research and initiate a historic walking tour project.

- Vilna activities – Vilna always celebrates Boomtown Fair Days, 3<sup>rd</sup> weekend in August and this year will celebrate the 100 year anniversary for the pool hall, town, and school. Pool hall is going to replicate the house at the back of the pool hall and anticipate it will be an Interpretive Centre. The celebration may include “Taste of Vilna”. It was suggested the heritage board do a plaque unveiling at the Bellis Fire Hall at this time during the celebration.

### 6.6 Financial Management

- 2022 budget – A possible budget was presented by Noreen as a “straw dog” showing a proposed amount from each municipality with a shared expense section as well for municipalities to consider.
- Municipal Expansion and anticipated costs
  - County: \$42000 (Note: this is hoped for next year through 2022 will actually be \$13,500 plus \$15,000 for heritage signs and plaques)

# Smoky Lake Regional Heritage Board

## FINAL March 2022 Meeting Minutes

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- Town of Smoky Lake:\$5000
- Village of Waskatenau:\$2000
- Village of Vilna: \$1000

### **7.0 Conclusion:** Next Meeting and Adjournment

#### **Motion 22-04**

Graham: That the next meeting be held at the call of the Chair in conjunction with the next Smoky Lake Heritage Board Society meeting and that this meeting be adjourned at 3:47 pm.

Carried.



# HERITAGE BOARD BUSINESS ARISING

5.3.6.c

## Action Tracking Table

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
October 28, 2020	20-5	Victoria Trail Designated Area Promotion	Review proposed historic interpretive sign with map, graphics and text.	Kyle	April 30, 2022	In progress- Kyle to make suggested changes and send to Berhends Bronze	Members gave Kyle edits; Graham will send his edits, suggestions on arranging, and will choose graphics. Noreen provided photos. The three of them worked on composition and details finalized in December.
May 7, 2021	21-1	Plaque Installation	Remind county Public Works to install heritage description / recognition bronze plaques that are in the county shop.	Jordan	June 2022	In Progress	<ul style="list-style-type: none"> <li>Plaque is in county public works shop- Bellis Fire Hall plaque needs to be installed.</li> </ul>
May 07, 2021	21-2	Letters of permission	Send off letter to Hamlin Road Ranch, Apedale homestead with barn	Kyle	June 15, 2021	Completed	The historic resource evaluation committee chose sites to consider for 2021 designations.

## HERITAGE BOARD BUSINESS ARISING

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
May 07, 2021	21-3	Grant for Wetlands	Appropriate wetlands and grants need to be found to support the wetland conservation project for preservation, education, and visitor needs.	Noreen/Pam/	June 2022	In progress	No success in obtaining grants to wetlands for public education and tourism at this time.
May 07, 2021	21-4	Terms of reference	Michelle to create a Terms Of Reference document for the photo archive project.	Michelle	July 2021	Partly completed	Description can be found in grant application
September 02, 2021	21-5	Distribution of Alberta Views via Email	Nomination process of the Heritage River was highlighted in the Alberta Views and a copy was requested to be distributed to members of the board.	Kyle	November 1	Not Started	
September 02, 2021	21-6	Alberta Community Partnership Grant	Michelle and Adam to discuss the ACP grant process to determine applicability to the heritage board. A wetlands study is one possibility.	Michelle	December 30, 2021	In Progress	This grant is for studies only and Michelle is considering that aquatic biosphere may be a fit.
September 02, 2021	21-7	Initiate the photo archive project.	Noreen to write a Terms of Reference (TOR) document for the purpose of hiring a photo archive consultant. Michelle to discuss with photo archive specialists	Noreen & Michelle	March 2022	T.O.R. Completed; Resource Seeking In Progress	Preparing for project but funds need to be sought. Michelle will see if students can be made available through a program at CDI College.

## HERITAGE BOARD BUSINESS ARISING

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
September 02, 2021	21-8	Wetland preservation AB government program	Discuss some possible partnerships with landowners regarding enhancement or rehabilitation of wetlands, with a viewing point and interpretive boardwalk.	Jordan/ Kyle		Government Program tasks completed but potentially ongoing	Through the Alberta Gov Wetland Replacement One landowner has shown interest. Noreen sat in on a meeting with Kyle ,Jordan and AB parks. The objectives of our Wetland idea for public access does not fit with the government programs.
September 02, 2021	21-9	Wetland conservation and promotion	In addition to government program, appropriate wetlands need to be searched for not only wetland preservation, but also suitable for a public viewing area. With Crown land adjacent, it would provide area for development and public access. A land disposition is required on Crown land.	Jordan/Kyle Noreen	May 1 2022	In progress	Noreen has several locations shortlisted, particularly Lungal Lake and another that is about two miles south of Serbens Store. Noreen to speak to public lands about possibilities and to write a letter to county for development within road allowance.

## HERITAGE BOARD BUSINESS ARISING

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
November 03, 2021	21-10	Contact Owners of Hamlin Road Ranch and Apedaile Homestead	Contact landowner once they have received letters regarding possible designation. Arrange to meet for discussion and a site visit.	Noreen	November 20, 2021	Complete	
November 03, 2021	21-11	Evaluate two to three sites for possible historic designation	Meet with landowners of Hamlin Road Ranch and Apedaile Homestead, conduct assessments on farmstead buildings take photographs, and write Statements of Significance (SOS).	Noreen, Christine, Michelle	December 20, 2021	Complete	
November 03, 2021	21-12	Funding for Municipalities now joining the Regional Heritage Board	A letter should be written to the new town and village councils regarding possible Heritage Board Funding to be included within their annual budgets briefly explaining on what expenses there may be.	Noreen	Letter- November, potential expenses- March 2022	Complete	Noreen sent letters then produced a straw dog budget with potential projects for all municipalities. With that information, the municipalities will have to each decide how much to put into the budget.

## HERITAGE BOARD BUSINESS ARISING

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
November 03, 2021	21-13	Bank Accounts	Since other municipalities will be joining the SL County as a regional board, money from the county should be moved out of the Regional Heritage Board account to keep it separate.	Noreen	December or January prior to receiving 2022 funds	Complete	
November 03, 2021	21-14	Travel Expenses	Board members are to submit their travel expenses by mid-December 2021.	All board members	December 10, 2021	Complete	
March 18, 2022	22-01	Heritage Board Orientation Package	Noreen to assist Jordan & Kyle in developing the heritage board orientation package	Jordan	June 2022	Not started	
March 18, 2022	22-02	Wetland Access	A letter needs to be written asking the county for their assistance in developing the site adjacent to the wetland.	Noreen	June 2022	Not started	Doug Ponich would be able to survey the boundary of the crown land and the county road allowance to know where we are permitted to have access.
March 18, 2022	22-03	Historic Tours	Research and begin a project to develop a pamphlet and possibly a phone app to give the public historic information in the form of walking tours and driving tours	Carol, Marianne, Noreen	June 2022	Not Started	First, find pamphlets that have been made in the past to update them and make consistent and usable formats.
March 18, 2022	22-04	HITMOTR	Research spike strips as an avian deterrent and where they might be placed to prevent their roosting.	Graham	September 2022		

## HERITAGE BOARD BUSINESS ARISING

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
March 18, 2022	22-06	Youth Presentation	Plan a presentation to the youth in the school and think of ways to promote the importance of heritage.	Noreen Christine	September 2022		
March 18, 2022	22-07	Advertisement	Advertise in Redwater Review for new members	Noreen	April 2022		
March 18, 2022	22-08	Career Fair	Heritage Board Information to be incorporated in the HAK career fair.	Jordan	April 2022		



Victoria Home Guard Historical Society  
Guard founded:1885    Incorporated:1997

2021 Reports

Annual General Meeting

March 14,2022

**Victoria Home Guard Historical Society Annual General Meeting  
Monday March 14, 2022 @ 7:00 pm on Zoom  
` Agenda**

- 1.0 Call to Order**
- 2.0 Presentation of March 14, 2022 Agenda**
- 3.0 Dispensing with whereas, therefore and seconders to motions**
- 4.0 Minutes of the March 8, 2021 Annual General Meeting**
- 5.0 Presentation of the Audited Financial Statement**
- 6.0 Membership Fees**
- 7.0 Reports**
  - 7.1 Presidents Report**
  - 7.2 Maintenance & Signage**
  - 7.3 Oral Histories**
  - 7.4 Victoria Trail Tours**
  - 7.5 Victoria Trail Anthology Project**
  - 7.6 Membership**
  - 7.7 Newsletter (Victoria Mission)**
  - 7.8 Nominating Committee Report**
- 8.0 Election of Officers**
- 9.0 Nominating Committee**
  - 9.1 Appointment of Member (1)**
  - 9.2 Election of Nominating Committee Members (2)**
- 10. Election of Auditors for the Fiscal year 2022 (2 members)**
- 11. Banking and Signing Authorities for the VHGHS 2022**
- 12. Meeting Dates**
  - 12.1 Annual General Meeting March 13, 2023**
  - 12.2 Regular Meeting Dates June 6, 2022, September 12, 2022,  
December 5, 2022, March 6 2023**
- 13. Adjournment**



**VICTORIA HOME GUARD HISTORICAL SOCIETY +++++**  
**Annual General Meeting Minutes**  
**Monday, March 08, 2021 at 7:05 p.m.**  
**Remote meeting on Zoom**

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**Present:**

Jason Boykiw		
Sharon Phillips	Bob Palamarek	
Bill Sadoway	Karen Sadoway	Joanne Taylor
Elaine Breadon Peiche	Phyllis Sadoway	Lorne Taylor
Graham Dalziel	Kyle Schole	
Robert Van Iderstine	BeverlySochatsky	
Pat Elaschuk	Jorden Ruegg	
	Marilyn Rife	

**Regrets:**

Leon Boychuk-Hunter	Don Klym
Barry Feniak	Denis Harris

**1.0 Call to Order**

President Jason Boykiw called the meeting to order at 7:05 p.m. and welcomed everyone to the Victoria Home Guard Historical Society Annual General Meeting. Jason noted that this is the first Victoria Home Guard Historical Society meeting to be held on Zoom.

Regular Meeting Update re McDougall Grave Sign Bill Sadoway reported that he has arranged for Trevor Henry to construct an aluminum sign for the McDougall Grave Site. Cost \$60.00.

**2.0 Presentation of the March 8,2021 Annual Meeting Agenda**

**Moved** by Pat Elaschuk that the Agenda be accepted as presented.

**Carried**

**3.0 Dispensing with whereas, therefore and seconders of motions**

**Moved** by Bill Sadoway that we dispense with the whereas, therefore and seconders to all motions at all meetings.

**Carried**

**4.0 Minutes of the March 9, 2020 Annual General Meeting**

**Moved** by Graham Dalziel that the March 9, 2020 Annual Meeting Minutes be adopted as presented.

**Carried**

**5.0 Presentation of Audited Financial Statement**

Treasurer Bill Sadoway reviewed the Audited Financial Statement for the year 2020 with

the Board and thanked Barry Feniak and Jason Boykiw for auditing the books.  
**Moved** by Bill Sadoway that the Financial Statement for 2020 be accepted as presented.  
**Carried**

## **6.0 Membership Fees**

**Moved** by Pat Elaschuk that the membership fees remain at \$10.00 for 2021.  
**Carried**

## **7.0 Reports (available in the AGM Report)**

### **7.1 Presidents Report – Jason Boykiw**

### **7.2 Historical Sites (Signage & Maintenance) – Jason Boykiw**

### **7.3 Victoria Trail Tours – Elaine Breadon Peiche**

### **7.4 Oral History – Elaine Breadon Peiche**

### **7.5 Membership – Bill Sadoway**

### **7.6 Newsletter (Victoria Mission) – Sharon Phillips**

### **7.7 Victoria Trail Anthology Project – Graham Dalziel**

### **7.8 Nomination Committee Report Don Klym**

Nominating Committee Member Pat Elaschuk presented the following slate of Nominees for approval for the Board of Directors for the Victoria Home Guard Historical Society for 2021:

**President – Jason Boykiw**

**Vice-President – Sharon Phillips**

**Secretary – Elaine Breadon Peiche**

**Treasurer – William (Bill) Sadoway**

**Officer – Graham Dalziel**

**Officer – Robert Van Iderstine**

**Officer – Denis Harris**

**Officer – Barry Feniak**

**Officer - Don Klym**

**Associate Officer - Leon Boychuk-Hunter**

**Associate Officer – Pat Elaschuk**

## **8.0 Election of Officers**

**Past** President Elaine Breadon Peiche called three (3) times for the position of President. With no further nominations, **Jason Boykiw** was elected as President for 2021.

President Jason Boykiw called three (3) times for nominations for the position of **Vice-President**. With no further nominations, **Sharon Phillips** was elected Vice-President for 2021.

President Jason Boykiw called three (3) times for nominations for the position of **Secretary**. With no further nominations, **Elaine Breadon Peiche** was elected as Secretary for 2021. Elaine also serves as past president.

President Jason Boykiw called three (3) times for nominations for the position of **Treasurer**. With no further nominations, **Bill Sadoway** was elected as Treasurer for 2021.

President Jason Boykiw called three (3) times for nominations for the positions of **Officers (5)**. With no further nominations, **Graham Dalziel, Barry Feniak, Denis Harris, Don Klym** and **Robert Van Iderstine** were elected as officers for 2021.

President Jason Boykiw called three (3) times for nominations for the position of Associate Officers With no further nominations **Leon Boychuk-Hunter and Pat Elaszuk** were declared Associate Officers for the Victoria Home Guard Historical Society for the year 2021.

## **9.0 Nominating Committee for 2022**

The Nominating Committee consists of three (3) members: one (1) Board member appointed by the President prior to the Annual General Meeting and two (2) members elected at the Annual General Meeting.

### **9.1 Appointment of Member**

President Jason Boykiw appointed **Don Klym** to the Nominating Committee for 2022.

### **9.2 Election of Nominating Committee Members for 2022**

President Jason Boykiw called three (3) times for nominations for the positions to the Nominating Committee. With no further nominations **Pat Elaszuk** and **Bill Sadoway** were elected to the Nominating Committee..

The Nominating Committee for 2022 will be Don Klym, Bill Sadoway and Pat Elaszuk.

## **10. Election of Auditors for the Fiscal Year 2021**

President Jason Boykiw called three (3) times for auditors for the financial records of the Victoria Home Guard Historical Society for 2021. Since there were no further nominations Jason Boykiw and Barry Feniak were declared auditors for the Victoria Home Guard Historical Society for 2021.

## **11. Banking and Signing Authorities**

### **11.1 Banking Institution and Signing Authorities**

**Moved** by Bill Sadoway that the Banking Institution be the ATB in Smoky Lake for 2021 and signing authorities for 2021 constitute any two (2) table officers (President, Vice-President, Secretary, Treasurer).

**Carried**

**12. Meeting Dates**

**12.1 Annual General Meeting – Monday, March 14, 2022**

**12.2 Regular Meeting Dates – Regular meeting dates: June 07, September 13, December 06, 2021, March 7, 2022.**

**13. Adjournment**

**Moved** by Pat Elashuk that the meeting adjourn (8:00 p.m.)

President Jason Boykiw asked for comments. Robert Van Iderstine says that construction is progressing on the lodge at Metis Crossing. Beverly Sochatsky commented that she appreciated hearing the reports and enjoyed the Zoom format.

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Elaine Breadon Peiche  
Secretary VGHHS

## Financial Report

***Victoria Home Guard Historical Society***

Statement of Revenue and Expenses to December 31, 2021

**REVENUE**

Membership-2021	\$	530
Membership-2022	\$	570
Donations	\$	3,837
Commodity Sales	\$	30
Accounts Receivable	\$	-

***Total Cash Income*** \$ 4,967

**EXPENSES**

Administration	\$	206
Annual Meeting	\$	113
"Victoria Mission" production (Newsletter)	\$	300
Red River Cart Site -Development & Maintenance	\$	65
R.C.M.P. Memorial Sculpture	\$	163
Oral History	\$	120
Victoria District National Historic Site (maintenance)	\$	126
Membership Expense		
Ferry Landing Sites	\$	65
Donation Expenses	\$	99
Ruthenia School Restoration Donation	\$	500
Commodity Purchases	\$	-
Victoria District Interpretive Plaques		

***Total Cash Expenses*** \$ 1,757

***Net Cash Income*** \$ 3,210

**CASH FLOW**

Beginning Cash Balance	\$	13,064
Net Cash Income	\$	3,210
<b><i>Ending Cash Balance (Dec. 31/2021)</i></b>	\$	16,278

W.J. (Bill) Sadoway

Treasurer  
Victoria Home Guard Historical Society

*Victoria Home Guard Historical Society*

*BALANCE SHEET*

*December 31, 2021*

**ASSETS**

**CURRENT ASSETS**

<b>Cash</b>	\$16,278.07
<b>Accounts Receivable</b>	\$0.00
<b>Inventory (Note 1)</b>	\$620.00
<b>Other Assets (Note 2)</b>	\$1,923.00
<b>Miscellaneous (Note 3)</b>	\$930.00

**TOTAL ASSETS** **\$19,751.07**

**LIABILITIES**

**CURRENT LIABILITIES**

<b>Accounts payable</b>	\$0.00
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**TOTAL LIABILITIES** **\$0.00**

**EQUITY**

**TOTAL EQUITY** **\$19,751.07**

Submitted by:  
William J. Sadoway, Treasurer



# AUDITORS REPORT

To the Members of:

The Victoria Home Guard Historical Society

We have examined the Balance Sheet of the Victoria Home Guard Historical Society as at December 31, 2021 and the Statement of Revenue and Expenses and Equity and of changes in financial position for the year then ended. Our examination was made using such tests and procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with other non-profit organizations, the Victoria Home Guard derives some of its revenue from the general public in the form of memberships which are not susceptible to complete audit verification. Accordingly, our verification of revenue from this source was limited to accounting for the amounts recorded in the membership records of the Victoria Home Guard.

In our opinion, these financial statements present fairly the financial position of the Victoria Home Guard Historical Society as at December 31, 2021 and results of its operations and the changes in its financial position for the year then ended.

Jason Boykiw, Auditor and Member, Victoria Home Guard Historical Society

(Original signed )

.....

Barry Feniak, Auditor and Member, Victoria Home Guard Historical Society

(Original signed )

.....

Date:.....March 3, 2022.....



## Presidents Report 2022 AGM

The Victoria Home Guard found itself mired in the COVID pandemic for a second straight year. In reading last year's President's report, I expressed significant optimism for 2021 as various COVID vaccines were about to be released. Unfortunately, reductions in COVID numbers were slow to be realized as initially, vaccines were in short supply. Additionally, numerous variants began to appear in which the vaccines had what appeared to be differing levels of effectiveness. However, with that being said, indications for the future are very promising. As of March 2022, COVID numbers are dropping. Many anti-COVID measure have been removed. I hope this year's AGM will be the final virtual ZOOM meeting and the Home Guard can move forward on a number of exciting projects.

One of the future projects that the Home Guard is planning is a monument dedicated to the Lobstick/Lopstick region. Preliminary planning is already underway. A fortunate circumstance is that the Home Guard has access to the original Lobstick school. We are looking at including some of the wood from the old school in the new monument.

As the world continues to move forward in the digital age, the Home Guard was fortunate to be asked to participate in a project along with the Metis Crossing. An app called "On the Spot" provides historical information as one travels the world. The Home Guard was asked to provide information on ten historical sites along the Trail. Now, as people travel the Trail, if they have the "On the Spot" app, the locations of the Home Guard's preeminent historical locations will appear on their smartphone. Just another example of new technology connecting us to the history of the past.

Despite the pandemic, the Home Guard has had progress on a number of ongoing projects. Finishing touches are being put on the Anthology with a release being planned for the near future. Our impressive collection of oral histories continues to be added to. The 61<sup>st</sup> edition of the Victoria Mission was released in November. As well, the signs indicating the location of the McDougall graves were in disrepair. Two new signs were purchased by the Home Guard and installed by the County of Smoky Lake.

Unfortunately, the Home Guard did see some vandalism committed against one of our historical projects. Person or persons unknown took a gunshot blast to the "Elsy's Hill" historical sign, causing irreparable damage. The Home Guard has offered a \$500 reward, but no leads as of yet. As there are plans to add a few more historical signs to the original seven, it is likely the Home Guard will replace the sign along with the purchase of new signs in order to bring the cost per sign down.

In conclusion, lets hope that the COVID pandemic is finally behind us and life can return to normal. I would like to thank my fellow Board members for their patience and understandings as meetings were cancelled, rescheduled, and held virtually. A huge thank you to the County of Smoky Lake for their tremendous support. And finally, a big thank you to our membership. Your support is certainly a huge vote of confidence in our efforts, and we look forward to continue "To seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations."

Respectfully submitted,

Jason Boykiw

## **Historical Sites (Signage and Maintenance)**

The various sites along the Victoria Trail continue to be well-maintained through the diligent efforts of various Home Guard members along with staff from the County of Smoky Lake. The Red River Cart site, the RCMP monument, the Ferry Crossing, the Victoria Park Cemetery, the National Historic Site, and now the 7 Historical Points of Interest all were kept neat and tidy throughout the summer of 2021.

Respectfully Submitted,

Jason Boykiw

## 2021 Oral History Report March 14,2022 VHGHS AGM

Three oral histories are ready to be printed. Thank you to Sharon Phillips for the final editing of the Paul Feniak, Pauline Esopenko Klein, and Betty Prockiw oral histories. Thank you to Patti Priest at the Smoky Lake county office for her help printing the oral histories. Printing is currently delayed due to a shortage of ink.

## 2021 Trail Tours Report March 14,2022 VHGHS AGM

No tours were organized due to the pandemic.

Last March Historic Victoria District maps were given to Waskatenau, Smoky Lake and Vilna town offices for distribution. Bernice Macyk, Waskatenau CAO, said she often gets questions about the area and the maps would be helpful.

Last summer, five hundred more Historic Victoria District maps were printed at the county office by Kyle Schole. Thank you Kyle. One hundred maps were left at the Smoky Lake train station tourist booth. Jewel Cherniwchan, summer student, folded and distributed those maps. The maps were very popular with tourists. Thank you Jewel.

Pat Elaschuk folded four hundred maps. Thank you Pat. These maps are available from Elaine.

Respectively submitted by Elaine Breadon Peiche

## 2021 VHGHS ANTHOLOGY REPORT

Although successive waves of COVID put a serious dent in the production schedule of the VHGHS Anthology project, much progress was made at the end of 2021. We anticipate the book will be complete in the first quarter of 2022, and it will be a fantastic way to mark the 25<sup>th</sup> anniversary of the Home Guard. The ring-bound volume of at least 200 pages is a collection of hundreds of stories and pictures from more than 60 editions of the Victoria Mission – celebrating the special people and places of the Victoria District. There are also chapters on the history of the Home Guard, the railways, steamboats and ferries, the Mounties' march west, and schools. All of the Home Guard's excellent projects are covered, as are the dinners that were the social highlight in the County for many years. We thank all the VHGHS members who have contributed to this exciting endeavour.

Respectfully submitted,

Elaine Breadon Peiche  
Sharon Phillips  
Graham Dalziel

**Victoria Home Guard Historical Society**  
**Membership**  
**2021**

For fiscal year 2021, the Victoria Home Guard membership total was 113.

Your President and Officers of the Guard extend a sincere welcome to all new members and wish to thank the entire membership for your continued support of the work of the Victoria Home Guard Historical Society.

We also wish to express our sincere gratitude for the very generous monetary contributions of our members to *your Society*. Financing our projects is made so much easier when fund raising initiatives are not usually required. Thank you, thank you.

Sadly, as noted in the “*In Memoriam*” section of the Victoria Mission, we are losing a few members annually. It is important that we maintain a strong membership base. Should you personally know of anyone that may be interested in your Society and its’ work, please contact your executive for a follow-up.

Respectfully submitted,  
William Sadoway  
Membership Chair

**Victoria Home Guard Historical Society**  
**Newsletter**  
**2021**

Issue No. 61 of *Victoria Mission* was published in November 2021, consisting of 12 pages with color and black-and-white photos.

Thank you to the following people for their valuable contributions:

- Bill Sadoway for his article on the McDougall Graves sign, and Graham Dalziel for supplying the photo
- Jason Boykiw for his Message from the President
- Dr. Earle Sharam for his Honorary Chaplain's Letter
- Sylvia Chinery for "Remembering the 1918-1919 Flu Epidemic" - article and photos
- Sylvia Palmer for her article "Pakan Family Devastated" (1918-1919 flu)
- Elaine Breadon Peiche for the story "From Subsistence to Success", excerpted from a family history written by Betty Prockiwi
- Graham Dalziel for an update, including photos, on the Anthology Project
- Bill Sadoway for submitting the annual list of members who donated to the VHGH
- Elaine Breadon Peiche for the Paul Feniak oral history, which was the source of the stories "Digging a Well" and "Spring Seeding"
- Elaine Breadon Peiche for Betty Prockiwi's oral history, from which "Family Fun with Gido and Baba" was excerpted
- Elaine Breadon Peiche for her article "What is Wattap?"
- Patti Priest, Smoky Lake County, for printing the newsletter locally

Respectfully submitted,  
Sharon Phillips,  
Editor

**VICTORIA HOME GUARD HISTORICAL SOCIETY**

**NOMINATING COMMITTEE REPORT**

**2022 ANNUAL GENERAL MEETING March 14, 2022**

Our bylaws specify that the Board be composed of a President, Vice-President, Secretary, Treasurer, Immediate Past President, and 4 Additional Officers for a total of 9 positions. I have confirmed that the following Members are willing to continue serving on the Board as follows:

Table Officers

President – Don Klym

Vice-President – Sharon Philips

Secretary – Elaine Breadon Peiche

Treasurer – Bill Sadoway

Past President – Jason Boykiw

Additional Officers

Graham Dalziel

Robert Van Iderstine

Barry Feniak

Pat Elaschuk

Unless there are no further nominations after call from the floor for the above positions, they are elected by acclamation. Associate Officers are not elected, but approved by a Board motion. Any further volunteers for this position can be accepted at the AGM. The following has confirmed to continue in this position:

Leon Boychuk- Hunter

Respectfully submitted,

Don Klym

# Victoria Home Guard Historical Society

## Officers of the Guard

2022

### President

Don Klym  
Box 1083  
Smoky Lake, AB T0A 3C0  
Ph: 780 656 2114  
eastklym@mcsnet.ca

### Vice-President

Sharon Phillips  
Box 34  
Waskatenau, AB T0A 3P0  
Ph: 780 358 2500  
sharonphillips@mcsnet.ca

### Treasurer

Bill Sadoway  
PO Box 972  
Smoky Lake, AB T0A 3C0  
Ph: 780 383 2140  
lobstick@telusplanet.net

### Secretary

Elaine Breadon Peiche  
Box 100  
Warspite, AB T0A 3N0  
Ph: 780 383 2202  
vpeiche@telus.net

### Past President

Jason Boykiw  
Box 446  
Smoky Lake, AB T0A 3C0  
Ph: 780 656 8800  
jboykiw@gmail.com

### Officer

Robert Van Iderstine  
Box 586  
Smoky Lake, AB T0A 3C0  
Ph: 780 656 1057  
vaniderstinerobert@gmail.com

### Officer

Graham Dalziel  
Box 132  
Smoky Lake, AB T0A 3C0  
Ph: 780 656 1363  
graham.dalziel1@gmail.com

### Officer

Barry Feniak  
Box 428  
Smoky Lake, AB T0A 3C0  
Ph: 780 383 2306  
bwfeniak@hotmail.com

### Officer

Pat Elaschuk  
Box 250  
Smoky Lake, AB T0A 3C0  
Ph: 780 656 4377  
patelaschuk@mcsnet.ca

### Associate Officer

Tyler Fletcher  
Box 917  
Smoky Lake, AB T0A 3C0  
Ph: 780 383 3834  
Tylerfletcher@live.ca

### Associate Officer

Leon Boychuk-Hunter  
Box 548  
Smoky Lake, AB T0A3C0  
Ph: 780 656 2229  
lhunter@metis.org

### Associate Officer

Suzanna Wagner  
8820 – 112 St NW  
Edmonton, AB T6G 2P8  
Ph: 780 431 2311  
suzanna.wagner@gov.ab.ca



**VICTORIA HOME GUARD HISTORICAL SOCIETY**  
**FOCUS AREAS 2010-2013**  
**December 09 Draft**

**Mission Statement:** To seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations.

**Preamble**

The Victoria Home Guard Historical Society (VHGHS) has been carrying on activities guided by its mission statement and “standing” goals and objectives over the past few years. The four main goals are:

- Historical Preservation and Restoration.
- Maintenance of Victoria District, Victoria Trail and Historic Sites
- Education, and
- Image

The last review and approval by the Board took place in October 2007. The mission statement and goals/objectives were again reviewed in November 2009 to determine any changes in direction. The conclusion of this review was that the mission statement remain unchanged, but certain aspects of the main goals be emphasized or de-emphasized for the next three year period.

It was concluded that for the first goal, emphasis would be on preservation rather than restoration. The second goal would be de-emphasized, but retained to continue required ongoing activities. The third and fourth goals will be emphasized over the near term. Based on a round-table discussion, the following are being proposed as focal points over the next three years at which time the mission statement and overall plan will be reviewed. The focus areas are supportive of all four goals and not listed in any particular order.

**Focus Areas**

- Continue annual dinner event to high standards in order to increase society image and historical awareness.
- Offer and conduct custom tours for target groups to increase public awareness of Victoria District’s history and heritage.
- Take stock of VHGHS public documents and update, discontinue or develop new ones. New brochure topics include the origin of Home Guard, Bear’s Ears Reserve, Elsie’s Hill, and national designation. Distribute for most effective public exposure.
- Find ways to increase interest and involvement of young people which includes different approaches in offering scholarships.
- Increase involvement with government authorities regarding land use in the Victoria District to preserve historic landscape features.
- Accelerate the Oral History Program by increasing resources and support.
- In order to attract more public interest in the Victoria District as a national historic site, lobby for improved road condition of the Victoria Trail (eg dust control) and appropriate highway signage.

# **MISSION AND MASTER PLAN 2007**

## **Victoria Home Guard Historical Society**

### **Mission**

*To seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations.*

### **Objectives/Goals**

#### **1. Historical Preservation and Restoration**

##### (a) Inventory

- Buildings
- Archaeological sites
- Land sites
- Place names
- Eminent historic persons
- Cemeteries
- River Lot survey system
- Photographic documentation
- Flora and fauna

##### (b) Restore buildings/land sites

##### (c) Record and preserve oral histories

##### (d) Collect and preserve artifacts/memorabilia

#### **2. Maintenance of Victoria District, Victoria Trail and Historic Sites**

##### (a) Promote natural state of the Victoria District

##### (b) Communicate with Smoky Lake and Thorhild Counties re: grass cutting, tree pruning, gravelling, heavy local traffic, signage, dust control, commercial development.

##### (c) Advocate for recognition of historical value of the Victoria District.

##### (d) Encourage landowners to identify and preserve any original portions of the Victoria Trail on their land.

### **3. Education**

- (a) Publish newsletter
- (b) Host Annual Guard dinner
- (c) Print publications/brochures
- (d) Erect signage/cairns
- (e) Sponsor school scholarships
- (f) Prepare newspaper articles, publications/brochures
- (g) Communicate with citizens of the municipality and their elected representatives
- (h) Enlist guest speakers
- (i) Display historic photographs
- (j) Promote the national historical designation of the Victoria District.

### **4. Image**

- (a) Provide promotional material
- (b) Host Guard Dinner
- (c) Erect signage
- (d) Participate in specific community activities approved by the board.

***The above-stated Mission and Objectives/Goals were approved by the Board of Directors of the  
Victoria Home Guard Historical Society on Monday, March 15, 2004***



CHIEF ADMINISTRATIVE OFFICER GENE  
SOBOLEWSKI  
PO BOX 310 4612 MCDUGALL DR.  
SMOKY LAKE AB T0A 3C0

6.2  
For Council Discussion



Ottawa, June 2022

Dear CHIEF ADMINISTRATIVE OFFICER GENE SOBOLEWSKI and Council,

The economic contributions from rural communities are integral to Canada's success. Rural areas are home to many key industries such as manufacturing, forestry, agriculture, and energy.

Yet, municipalities under 20,000 residents receive less support from the federal government in comparison to their much larger counterparts. Red tape duplications and certain application requirements disproportionately burden small rural communities with very few staff.

This is unfair, unjust, and needs to be addressed urgently. As such, Conservative Shadow Minister for Rural Economic Development and Rural Broadband Strategy, M.P. Shannon Stubbs, Deputy Shadow Ministers M.P. Damien Kurek and M.P. Jacques Gourde, are seeking to convene a townhall with you to address federal funding for rural communities.

Rural Canadians must band together for fairer and more robust funding for communities all over rural Canada.

It is integral to our economy that the federal government works for everyone no matter where they live. The voices of rural Canadians need to be heard. We kindly ask you to express the three most important issues impacting your economic development as a rural community. We will use this feedback to ensure our work for rural Canada is as productive as possible and will determine the agenda for our proposed townhall. This is an opportunity to network, share your priorities, and solutions to the challenges we face.

We value hearing from you and should you wish to attend our forum, please email M.P. Stubbs at [shannon.stubbs@parl.gc.ca](mailto:shannon.stubbs@parl.gc.ca), M.P. Kurek at [damien.kurek@parl.gc.ca](mailto:damien.kurek@parl.gc.ca), or M.P. Gourde at [jacques.gourde@parl.gc.ca](mailto:jacques.gourde@parl.gc.ca).

Thank you for your time.

Shannon Stubbs, M.P.  
Shadow Minister for Rural Economic Development  
and Rural Broadband Strategy  
Lakeland

Damien C. Kurek, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Battle River—Crowfoot

Jacques Gourde, M.P.  
Deputy Shadow Minister for Rural Economic  
Development and Rural Broadband Strategy  
Lévis—Lotbinière

To Whom it May Concern;

I'm writing on behalf of the Warspite Hall Community Association, we are a small non-profit that is trying the best we can to rebound and recover from the impacts of covid. We are asking the County of Smoky Lake for ANY and ALL relief we can request for our gas bill.

Currently, we are being charged interest on a substantial total and we are asking that interest be waived to help alleviate some stress on our finances. If there is any other relief we can apply for please let us know. Currently we have had only one function since covid started, despite planning others that were canceled because of restrictions and that is simply not enough to cover everything. We have some upcoming functions and we have also applied for 3 different grants to help with the furnace upgrade. However, until we hear we have been approved we are just barely getting by.

We thank the County for their generous support and donation towards our future furnace upgrade. We previously asked if the furnace funding we have received could be used to catch up or for maintenance/parts and our request was denied. Again I'm asking if a small portion of the allotted funding, \$363.61, can be used for parts that were NEEDED to limp our old furnace through this past winter. In late December the bearing brackets and bearings to the blower motor failed and NEEDED to be replaced. The parts needed were installed and labour for that installation was donated by our volunteers. We can provide receipts for parts that were purchased if you require. If we had not replaced those parts, we would not have had ANY heat in the building from January on which would have caused more issues down the line to our building. We are working very hard to keep the Community Hall open and thriving. If there are any other suggestions or advice on different grants and programs we can apply for, please let us know.

We are a very dedicated, hard working volunteer committee, doing the best we can to try keep our community spirit alive and Warspite Community Hall open.

Thank you for your time,

President Melinda Kaminsky

Vice President Jackie Mason

### ERGONOMIC EVALUATION REPORT – May 19, 2022

Below are the recommendations for staff members who require adaptation for their workstations. All staff members were provided education on proper seated posture and general ergonomics.

- Requires a height adjustable keyboard tray.
- Requires a foot rest.



Grand & Toy: StarTech.com Under Desk Keyboard Tray; \$162.99 (item: KBTRAYADJ2)



Staples: Kensington Solemate Footrest; \$82.99 (item: 971196).

- Requires gel palm rest.



Staples: Staples Gel Wrist Rest; \$25.99 (item: 811737)

- Requires custom chair to fit her stature.
- Requires landscape oriented document stand.
- Required height adjustable keyboard tray.



Total: \$893.00

Ergocentric - Geocentric tall back, multi-tilt, 5" patented back height adjustment, air lumbar, standard seat, 4" adjustable T-arms. A quote can be obtained from the Alberta representative: Raza Syed, 780-915-1322, [raza.syed@ergocentric.com](mailto:raza.syed@ergocentric.com)

Total:

\$4,987 + \$2,083 (2 special chairs) = \$7,070

\$ x 10% contingency = \$707

Final: \$7,777

.

Breakdown:

Chairs: \$3,880 + \$2,083 (2 special chairs) = \$5,963.00

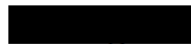
Non-chairs = \$1,107.00



Staples: 3M In-Line Document Holder - Large; \$109.99 (item: 1231298)



Grand & Toy: StarTech.com Under Desk Keyboard Tray; \$162.99 (item: KBTRAYADJ2)



- Requires a new chair as she does not have an office chair.
- Requires a foot rest.



Staples: Gry Mattr + ergoCentric airCentric3 Task Chair - Small Seat; \$599.99 (item: 3026122)



Staples: Kensington Solemate Footrest; \$82.99 (item: 971196).



- Requires a height adjustable keyboard tray.
- She is constantly looking between both of her monitors due to the mapping she does. She reports she would like to change to curved monitors to reduce head rotation and eye strain. This is an option that can be looked at by your department to see if it is feasible with her current set-up.



Grand & Toy: StarTech.com Under Desk Keyboard Tray; \$162.99 (item: KBTRAYADJ2)



- Requires a height adjustable keyboard tray.



Grand & Toy: StarTech.com Under Desk Keyboard Tray; \$162.99 (item: KBTRAYADJ2)



- Requires a new chair as his is not supportive, leaning back too far.
- Requires three monitor risers.



Staples: Gry Mattr + ergoCentric airCentric3 Task Chair - Standard Seat; \$599.99 (item: 3026134)



Staples: DAC Stax MP-107 Height-Adjustable Monitor Riser; \$34.99 (item: 2963251)



- May require a new chair if the addition of the lumbar support cushion is not enough for her. In this case, she requires a seat with a smaller chair cushion.



Other recommendation made afterward.  
Total: \$1,077.00

Staples: Gry Mattr + ergoCentric airCentric3 Task Chair - )

### Counsel Chambers

- 2 members of counsel were noted to be shorter in stature as per Kyle. As the chairs in chambers are quite large, executive style chairs, I recommend smaller chairs to fit their stature.





2 units - Total: \$1,200





\_\_\_\_\_



*Lisa Huskins*

Order from	14835 137 Ave NW	Customer	<b>SMOKY LAKE COUNTY</b>
	Edmonton AB T5L 2L5		
Reception	780-482-7444	Project	<b>CHAIRS</b>
		Order#	
Ship from	Edmonton AB T5L 2L5	Target ETA	
Consultant	<b>Mike McAmmond</b>	Attn	<b>KYLE SCHOLE</b>
Email	<a href="mailto:mmcammond@source.ca">mmcammond@source.ca</a>	Email	<a href="mailto:KSCHOLE@SMOKYLAKECOUNTY.AB.CA">KSCHOLE@SMOKYLAKECOUNTY.AB.CA</a>
Phone	780-233-4681	Phone	780-656-3730
Date	<b>2022-06-10</b>	Delivery Site	TBA
Customer#		Address	
Ref#		City PR	
Online#		Postal	

Qty	Item	Description	Unit \$	Extended \$
<b>ERGOCENTRIC CHAIRS</b>				
1	GEO-TB-MT-AL-4ATAOT	Geocentric tall back, multi-tilt, 5" patented back height adjustment, air lumbar, standard seat, 4" adjustable T-arms	892.27	892.27
1	AIR2-MT-XSS-TCL360-AL-NC	Air Centric 2 Multi-tilt Extra small seat 5" patented back height adjustment T-centric height and lateral adjustable arms. Air lumbar lumbar Standard lift, standard casters.	1,076.80	1,076.80
<b>Services</b>				
2	SETUP	ASSEMBLY PRIOR TO PICK UP (OR WE CAN SHIP UNASSEMBLED. SHIPPING COST NOT INCLUDED)	7.00	14.00
			Subtotal	1,983.07
			5% GST/HST	99.15
			0% PST	-
			<b>TOTAL \$</b>	<b>2,082.22</b>

**Thank You!**

For this opportunity to provide quality furniture, at wholesale pricing, with exceptional service.

**Anything else?**

- Do you need disposal of old furniture quoted?
- Do you need more mats or hard floor casters, coat racks, bag hooks, task lights, protective guards?

**TERMS**

- **Opened boxes, special order, and clearance items cannot be returned.**
- Due to 2020 pandemic disruptions, it is not possible to reserve stock or promise scheduling until order is executed.
- Minimum 50% deposit required on custom services and non-stock (special order) items, if any.
- Images may be shown for illustration purposes only. Only named items are included in the order.
- Prices quoted will be held for 30 days from date of quote.
- Delivery/install crews cannot add or change orders. Direct all sales questions to your consultant.
- Errors and omissions excepted. (E&OE)

**TO ORDER - Prepay Customer**

- **Cheque** Send a company/organization cheque to the warehouse address at top of this quote.
- **Credit Card** Pay with attached CC form up to \$5,000.

- **Bank EFT** Request bank details. Please allow 3 banking days for EFT to be received prior to delivery.
- **Credit Terms** Request application to apply for net 30 day credit terms. (Typically 1 week to setup.)

**TO ORDER - Credit Account**

- To Approve and Accept under your account terms, please email your PO and signed Quote:

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PO#	Authorized Signature(s)	Date
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# 2022 INNOTECH ALBERTA VEGREVILLE HEMP FIELD DAY



InnoTech Alberta invites you to join some of the province's leading agronomy researchers and industry representatives for an interactive Field Day that will be held in Vegreville on Thursday, July 21, 2022

6.6



## LOCATION

- InnoTech Alberta – Vegreville facility (see PDF map)

## DATE

THURSDAY, JULY 21, 2022

- Doors open at 9:00am (coffee & donuts courtesy of the Town of Vegreville)
- Field tour will begin at 9:15am

## SCHEDULE

This year's event consists of three parts:

- 9am to 12:30 pm – crop walk at the InnoTech Alberta farm,
- 12:30 to 1:45pm – lunch and networking session
- 2:00 pm to 3:30pm – tour of the InnoTech Alberta facilities including fibre processing plant, agglomeration/fertilizer pilot facility and controlled environment facilities

## RESEARCH SCOPE

Featured crops and ag technologies:

- Hemp (National Hemp Variety Trials, Hemp agronomy and processing)
- Canola & pulses (performance trials)
- Fungicide and herbicide efficacy
- Artificial intelligence in agronomy (vision learning, real-time disease monitoring)
- Agglomeration and decortication facilities

*Ample time for plot inspections and discussions with researchers will be available.*

## CLOTHING AND EQUIPMENT

This event will take place, rain or shine. Please dress accordingly.

## REGISTRATION

To register for this event, contact Alana Yim by email at [alana.yim@innotechalberta.ca](mailto:alana.yim@innotechalberta.ca) or by phone/text at 780-498-0870.

No walk-ins. Due to limited capacity unregistered participants may be turned away. Avoid disappointment; register TODAY!

*There will be a nominal charge of \$10 to registered guests, which will be collected at the door. (Cash only please.)*



A SUBSIDIARY OF ALBERTA INNOVATES

**STREET ADDRESS:**

Highway 16A & 75 Street  
Vegreville, Alberta  
Tel (780) 632-8211  
Fax (780) 632-8385

**MAILING ADDRESS:**

PO Box 4000  
Vegreville, Alberta  
Canada  
T9C 1T4

- Edmonton International Airport to InnoTech Alberta - Vegreville is approximately 128 km (79 miles)
- Lloydminster to InnoTech Alberta - Vegreville is approximately 150 km (93 miles)



**Patti Priest**

---

**From:** Ryan N Edwards <Ryan.N.Edwards@gov.ab.ca>  
**Sent:** June 16, 2022 8:54 AM  
**To:** Lydia Cielin  
**Cc:** Jenna Preston; Patti Priest; Municipal Information Services; Kim Moore  
**Subject:** RE: Smoky Lake County Population - UPDATE

Good Morning Lydia,

It was great to talk with you yesterday. In short Municipal Affairs is unable to provide you with a population figure for your municipality this year in part because the legislation which provided the minister the ability to approve the population of a municipality was repealed in 2020 when the government transitioned to population estimates. Without this legislation in place the Minister of Municipal Affairs is unable to approve the publication of the Municipal Affairs Population List (MAPL) which sets out the population for all municipalities in Alberta. It is worth noting that the ministry is currently consulting with stakeholders to bring this legislation back, and if approved, we are hoping to have it in place in time for the publication of the 2022 MAPL.

What I can share is that the methodology that we would use to determine the population of Smoky Lake County (if the regulation is approved) should be consistent with previous years. The population listed for the county from the federal census year(<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=smoky%20lake%20county&DGUIDlist=2021A00054812022&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0>) minus the Metis Settlement(s) listed under the designated places (<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=Buffalo%20Lake&DGUIDlist=2021A0006480253&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0>).

In the past, usually around Nov/December, Stats Canada has published adjustments/amendments to the census. Although the “main tables” are not updated, these adjustments are published in a separate table. My team would review this table and make any of the necessary adjustments prior to the publication of the MAPL. Once the MAPL was approved the population figures would “roll over” for the municipality until the next federal or municipal census is conducted.

If you have any questions, please feel free to reach out to myself or Kim Moore through [ma.updates@gov.ab.ca](mailto:ma.updates@gov.ab.ca).

Cheers,

**Ryan Edwards (he/him)**  
Manager of Information Services  
Engagement and Information Services  
Alberta Municipal Affairs ([www.alberta.ca/municipal-affairs.aspx](http://www.alberta.ca/municipal-affairs.aspx))  
17<sup>th</sup> fl Commerce Place  
10155 – 102 Street  
Edmonton, AB T5J 4L4  
[ryan.n.edwards@gov.ab.ca](mailto:ryan.n.edwards@gov.ab.ca) | 780-641-9242

Classification: Protected A

**From:** Lydia Cielin <[lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca)>  
**Sent:** Wednesday, June 15, 2022 11:15 AM  
**To:** Ryan N Edwards <[Ryan.N.Edwards@gov.ab.ca](mailto:Ryan.N.Edwards@gov.ab.ca)>  
**Cc:** Jenna Preston <[jenna.preston@smokylakecounty.ab.ca](mailto:jenna.preston@smokylakecounty.ab.ca)>; Patti Priest <[patti.priest@smokylakecounty.ab.ca](mailto:patti.priest@smokylakecounty.ab.ca)>  
**Subject:** Smoky Lake County Population - UPDATE

**CAUTION:** This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

June 15, 2022

Email: [ryan.n.edwards@gov.ab.ca](mailto:ryan.n.edwards@gov.ab.ca)

Good Morning Ryan:

It certainly was a pleasure speaking with you this morning. This email is a follow-up from our previous phone discussions in respect to Smoky Lake County Population numbers in regard to the 2021 Census released. I have included a Motion acknowledge at a Council Meeting to indicate how Alberta Municipal Affairs advised the County of its actual population count when the 2016 Census was released.

Municipal Sustainability and Information Services

**Motion 532-17:** Bobocel

**That Smoky Lake County acknowledge the email received from Sarah Ranson, Manager, Municipal Sustainability and Information Services - Alberta Municipal Affairs, dated March 7, 2017 regarding the 2016 Federal Census Figures released by Statistics Canada on February 8, 2017, indicating that the 2016 population of Smoky Lake County is 2,461.**

Carried.

Can you, please advise by email what is Smoky Lake County's Population Number based on the 2021 Census released which would be excluding the Metis Settlements numbers.

Thank you so much for all the time you have dedicated to our request.

Take Care!

Sincerely,

***Lydia Cielin***  
**Assistant Chief Administrative Officer**  
**Smoky Lake County - Cell: 780-650-1035**



Characteristic	Smoky Lake County, Municipal district (MD) Alberta [Census subdivision] <a href="#">Remove</a>	Buffalo Lake, Métis settlement (MET) Alberta [Designated place] <a href="#">Remove</a>	Kikino part A, Métis settlement (MET) Alberta [Designated place] <a href="#">Remove</a>
	Counts	Counts	Counts
	Total	Total	Total
<b>Population and dwellings</b>			
Population, 2021 <sup>1</sup>	3,874	379	978
Population, 2016 <sup>1</sup>	4,107	712	934
Population percentage change, 2016 to 2021	- 5.7	- 46.8	4.7
Total private dwellings <sup>2</sup>	1,913	131	322
Private dwellings occupied by usual residents <sup>3</sup>	1,500	128	309
Population density per square kilometre	1.1	1.1	2.2
Land area in square kilometres	3,396.29	335.68	440.92

2021 Population is: County (3,874) - Buffalo Lake (379) - Kikino (978) = 2,517

(2016 Population was: County (4,107) - Buffalo Lake (712) - Kikino (934) = 2,461)

## Monthly Release of Information



JUNE 2022							Release for Information #
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
			1	2	3	4	<p><b>May 2022</b></p> <p><b>May 24, 2022 – R35-22:</b> LICA – Engaging on Land and Water Management. <b>F</b></p> <p><b>May 25, 2022 – R36-22:</b> RMA Golf Tournament at Coal Creek Golf Resort on July 15, 2022. <b>F</b></p> <p><b>May 31, 2022 – R37-22:</b> RMA: Contact Newsletter: May 27, 2022. <b>F</b></p> <p><b>May 31, 2022 – R38-22:</b> Aspen View News Release – May 30, 2022. <b>F</b></p> <p><b>May 31, 2022 – R39-22:</b> LICA Email – Alberta Energy Regulator Feedback. <b>F</b></p> <hr/> <p><b>R40-22:</b> RMA: Contact Newsletter: June 10, 2022. <b>F</b></p> <p><b>R41-22:</b> Aspen View Board Highlights – May 26, 2022. <b>F</b></p>
5	6	7	8	9	10	11	
12	13 R40-22 R41-22	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

