

## SMOKY LAKE COUNTY

**A G E N D A: County Council Meeting**  
**for the purpose of Departmental Operations** to be held on  
Tuesday, **August 23, 2022** at 9:00 o'clock A.M.  
Virtual through Zoom Platform

Meeting ID: 829 7304 0488 Passcode: 407775

<https://us02web.zoom.us/j/82973040488?pwd=c1BCMIVhOVlXZWxsYSsrQnJhaDV0QT09>

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:**

No minutes.

**4. Request for Decision:**

**5. Issues for Information:**

1. [Manager Reports](#)

**Public Works:**

- a. Public Works Manager. ©
  - i. Council Requests Summary: Reports are on Service Tracker (Pilot Project).
  - ii. Road Projects.
- b. Public Works Road Foreman. *No Report*
- c. Public Works Shop Foreman. ©

**Protective Services:**

- d. Peace Officer. *Vacant*
- e. Fire Chief. *To be handed out at meeting*
- f. Safety Officer. ©

**Planning and Development:**

- g. Planning and Development Manager. ©

**Natural Gas:**

- h. Natural Gas Manager. ©

**Environmental Operations/Parks and Recreation:**

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

**Agricultural Service Board:**

- j. Agricultural Fieldman. ©

**Administration:**

- k. GIS Technician. ©

1. Communications Technician. ©

**Recommendation:** Accept and file for information.

2. Training Reports

- a. Planning and Development. ©
- b. Fire Protective Services. ©

3. Manager Work Plans

No Work Plans

**6. Correspondence(s):**

**7. Delegation(s):**

**8. Executive Session:**

**Adjournment**



5.1.a

17  
GOALS

1%  
GOAL COMPLETION

DOUG PONICH

Goal	Progress Update	Current Completion
<b>Public Works Manager Work Plan</b>		
<ul style="list-style-type: none"> <li>→ Public Works Department Daily/Weekly/Monthly Plan: 100%</li> </ul>	<p><b>Doug Ponich:</b>  <b>Achievements:</b> No update.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2022/02/15</p>	<p>1% 99% behind</p>
<ul style="list-style-type: none"> <li>→ Administrative (PW Manager): 100%</li> </ul>	<p><b>Doug Ponich:</b>  <b>Achievements:</b> Joint Health and Safety Meeting. June 15             County Departmental Meeting. June 20             Prepare report for County Annual Booklet. June 21             Joint Health and Safety Meeting. July 21             Budget Meeting ( Management ) August 9   <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2022/06/16</p>	<p>8% 8.33 / 100% 92% behind</p> <p>0% 0 / 100% 62% behind</p>

Goal	Progress Update	Current Completion
→ Council Member Inquiry (PW Manager): 100%		0% 0 / 100% 97% behind
→ Dust Control (PW Manager): 100%	<p><b>Doug Ponich:</b></p> <p><b>Achievements:</b> Haul and spread gravel at MG Dust controls. May 20</p> <p>Water down dust controls in preparation for MG application. May 25, 26</p> <p>Apply MG30 to 12 dust controls. May 26</p> <p>Apply Oil Company funded MG30 for dust control in front of residents at RR 174, between TWP 610 &amp; 612. June 2 Div. 4</p> <ul style="list-style-type: none"> <li>- 4 residents; 61170, 61145, 61131, 61070.</li> <li>- 61048 - RR 174 does not require an application as the residence is almost completely surrounded by a thick area of forest. There is only one small opening visible to the road from the house at a distance of almost 200 meters.</li> </ul> <p>Further more traffic flow through this area is at a maximum of 50k. due to the curves in the road, creating very little dust movement.</p> <p>( see attached photos )</p> <p>Re-apply MG30 to Oil Company funded dust controls along residents at RR 174, TWP 610 - 612 as well as resident on RR 175, north of TWP 612. July 20 Div. 4 &amp; 5</p> <p>Apply Oil Company funded MG30 for dust control in front of residents:</p> <ul style="list-style-type: none"> <li>- RR 143, south of HWY 28. ( 4 residents ) June 8 Div. 2</li> <li>- RR 171, south of HWY 28. ( 2 residents ) June 8 Div. 3</li> <li>- RR 171, south of TWP 592. ( 1 resident ) June 8 Div. 3</li> </ul> <p>Reclaim old dust control at 18306 - TWP 592. July 25 Div. 3</p> <p>Blade mix oil for dust control at 18306 - TWP 592. July 27 Div. 3</p> <p>Apply second application of MG30 to 12 dust controls. July 28</p>	0% 0 / 100% 62% behind

**Challenges:** *No value*

**Next Steps:** *No value*

2022/05/26

**Doug Ponich:**

**Achievements:** Continue Divisional and Private gravel hauling.

Continue rock excavation and stock piling at White Earth Pit.

Cat continues stripping and leveling stock pile of rock being hauled.

Contract Trucks begin Divisional Gravel hauling. July 12

Complete hauling on July 27.

Haul 1 load of 3/4" to Dickie Bush church yard for access repair. Aug. 12 Div. 2

Haul and spread gravel to approach accessing SE 24-59-19 W4. Aug. 15 Div. 5

**Challenges:** *No value*

**Next Steps:** *No value*

2022/06/16

**Doug Ponich:**

**Achievements:** Continue grader road maintenance.

Washout repair:

- South ditch along TWP 594, east of RR 174. June 13, 17, 20, 21, 22, 23, 27, 28 Div. 4

Flush plugged culverts:

- RR 122, 1.6km. south of HWY 28

Rip rap culvert ends after washout repair; TWP 581, 1.1km. west of RR 153. July 7 Div. 2

Culvert installation:

- Install new culvert at north approach along TWP 594, 800m. west of RR 180. June 13 Div. 5

→ Gravel (PW Manager): 100%

→ Maintenance (PW Manager): 100%

0%  
0 / 100%  
62% behind

0%  
0 / 100%  
62% behind

- Trim damaged culvert ends in Divisions 3 & 2. June 29, Divisions 1 & 4 July 5, August 4
- Replace culvert at TWP 600, 750m. east of RR 134A. July 4 Div. 1
- First calls. July 6, 7 Div. 3 & 4
- Repair washouts at culvert ends. RR 173, 400m. north of TWP 584. July 6 Div. 3
- New culvert at approach; 18242 - TWP 592. July 12 Div. 3
- New culvert at TWP 594, 250m. east of RR 190. July 13 Div. 5
- New culvert at RR 135A, 1.3km. south of TWP 573A. July 14 Div. 2
- Build new approach along west side of RR 132, 850m. north of TWP 582. July 18 Div. 2
- Replace culvert at RR 200, 1.6km. south of TWP 600. July 19 Div. 5
- Replace culvert at RR 165, 1.7km. south of TWP 615A. July 20 Div. 4
- New culvert at RR 165, 1.6km. south of TWP 615A. July 20 Div. 4
- Install new culvert at RR 165, 1km. south of TWP 615A. July 21 Div. 4
- Install new culvert at TWP 592, 10m. west of RR 145. July 22 Div. 2
- Replace culvert at east approach on RR 200, 800m. south of TWP 604. July 25 Div. 5
- Replace culvert at TWP 592, 800m. east of RR 182. July 26 Div. 3
- Fill in settlement (July 12 culvert installation ) at 18242 - TWP 592. July 26 Div. 3
- Fill in hole at culvert separation; TWP 602, east of RR 165(S); First Call for future replacement. July 27 Div. 4
- Cut culvert ends at 2022 installs. Aug. 2
- Install new culvert at RR144, 550m. north of HWY 28. Aug. 8 Div. 4
- Install new culvert at RR 140, 10m. south of TWP 582. Aug. 9 Div. 2
- Replace culvert at TWP 603, 500m. west of RR 142. Aug. 10 Div. 1
- Repair damaged culvert at TWP 592, 10m. west of RR 145. Aug. 12 Div. 2
- Install new culvert at south approach along TWP 590, 500m. west of RR 171. Aug. 15 Div. 3

#### Tree removal and brushing:

- RR 164, north of TWP 602. June 14, 15 Div. 4
- RR 162, north of TWP 594. June 14 Div. 4
- RR 130, south of HWY 28. June 14 Div. 2
- TWP 592, west of RR 175. June 14 Div. 3
- RR 161, south of TWP 600. June 14 Div. 4

- TWP 590, RR 144 - 150. June 14 Div. 3
- RR 171, north of HWY 28. June 15 Div. 4
- RR 170, north of HWY 28. June 15 Div. 4
- Victoria Trail, west of HWY 855. June 15, 16 Div. 3
- RR 150, south of HWY 28. June 15 Div. 2
- TWP 595A, RR 160 - 162. June 15 Div. 4
- RR 153, south of TWP 584. June 15 Div. 2
- TWP 590, HWY 857 - RR 151A. June 15 Div. 2
- TWP 594, west of RR 160. June 15 Div. 4
- RR 155, north of TWP 604. June 15 Div. 4
- TWP 602, west of RR 164. June 15
- TWP 594, west of RR 134. June 16 Div. 1
- RR 132, north of TWP 584. June 16 Div. 1
- RR 130A, north of TWP 600. June 16 Div. 1
- RR 133, north of TWP 614. June 16 Div. 1
- TWP 620, west of RR 133. June 16 Div. 1
- TWP 600, west of HWY 36. June 16 Div. 4
- RR 165, north of TWP 602. June 17 Div. 4
- RR 170, north of TWP 605. June 17 Div. 4
- TWP 602A, west of RR 170. June 17 Div. 4
- RR 175, south of TWP 604. June 17 Div. 5
- TWP 614, west of RR 132. June 17 Div. 1
- RR 130, south of HWY 28. June 17 Div. 2
- TWP 600, RR 141 - 134.; RR 152 - 154. June 17 Div. 1
- RR 165, south of TWP 592. June 20 Div. 3
- RR 141, north of TWP 600. June 23 Div. 1
- RR 140, north of TWP 600. June 23 Div. 1
- Victoria Trail, west of HWY 855. June 24 Div. 3
- RR 175, north of TWP 602. June 24 Div. 5
- TWP 590, HWY 857 - HWY 859. June 24 Div. 2

- Birchland Resort. June 24 Div. 1
- TWP 602A, east of RR 191. June 27 Div. 5
- RR 142, north of TWP 584. June 27 Div. 2
- RR 133, south of TWP 584. June 27 Div. 2
- RR 133, TWP 590 - HWY 652. June 28 Div. 2
- TWP 590, west of RR 144. June 28 Div. 2
- RR 144, south of TWP 584. June 28 Div. 2
- RR 183, north of TWP 604. June 29 Div. 5
- TWP 612, RR 185 - 184. June 29 Div. 5
- Victoria Trail, HWY 855 - Pakan Settlement. June 29 Div. 3
- RR 131, south of HWY 28. June 30 Div. 2
- RR 142, south of TWP 590. June 30 Div.
- RR 171, south of TWP 592. July 5 Div. 3
- RR 155, north of TWP 590. July 5 Div. 3
- TWP 572, RR 135A - 141. July 6 Div. 2
- TWP 582, west of HWY 859. July 6 Div. 2
- RR 132, north of TWP 154. July 6 Div. 2
- RR 175, north of TWP 602. July 7 Div. 5
- TWP 590, RR 142 - 143. July 7 Div. 2
- RR 150A, south of TWP 590. July 7 Div. 2
- Mons Lake Drive ( North ) July 25 Div. 4
- TWP 610, 1.5 miles east of RR 170; willows leaning over the road; Skid steer with brushing head and chain saw crew. July 29 Div. 4
- RR 200, south of TWP 604. Aug. 2 Div. 5
- RR 195, south of TWP 604. Aug. 2 Div. 5
- RR 170, north of TWP 610. Aug. 2 Div. 4
- TWP 595A, RR 155 - 160. Aug. 3 Div. 4
- RR 160, TWP 595A - 594. Aug. 3 Div. 4
- RR 155, north of HWY 28. Aug. 3 Div. 4
- Victoria Trail, HWY 855 - RR 194A. Aug. 4 Div. 3
- RR 151A, south of TWP 590. Aug. 4 Div. 2



- TWP 594, RR 160 - 155. Aug. 5 Div. 4
- RR 181, north of TWP 594. Aug. 8 Div. 5
- RR 142, north of TWP 574. Aug. 10 Div. 2

Set up concrete barriers closing off west lane at BF13398; RR 130, south of TWP 602. June 15 Div. 1

Set up extra concrete barriers as existing blocks were being moved. July 8

#### Street sweeping:

- Town of Smoky Lake. June 13, 14, 16, July 4, 5, 7, 18, 19
- HWY 855, within Town of Smoky Lake limits; Skid steer to assist as the build up along the curbs is quite heavy. July 19
- Hamlet of Bellis. July 20 Div. 4
- Bonnie Lake Resort. July 20 Div. 1
- Birchland Resort. July 20 Div. 1
- Village of Vilna. July 21 Div. 1
- Birchland Resort. July 26 Div. 1
- Parkview Resort. July 26 Div. 1
- Sunrise Resort. July 26 Div. 1
- Hamlet of Spedden. July 27 Div. 1
- Town of Smoky Lake Parade Route. July 27
- Smoky Lake Hospital parking lot. Aug. 8

Skid steer spreading gravel at County Shop yard. June 14

Haul water from Shop sump pond. June 15, 16

Back-hoe pushing back garbage at Spedden Landfill. June 16 Div. 1

Fill in sink hole north of BF75612; RR 163, south of TWP 610. June 17 Div. 4

Fill in sink hole at RR 165, south of TWP 592. Aug. 2 Div. 3

## Patching:

- TWP 602, east of RR 170. June 20 Div. 4
- RR 170, south of TWP 602. June 20 Div. 4
- Dust control at 17564 - TWP 592. June 22 Div. 3
- Dust control at 59303 - RR 180. June 22 Div. 5
- Intersection of RR 180 & TWP 594. June 22 Div. 5
- Dust control at 60055 - RR 141. June 23 Div. 1
- TWP 620, east of HWY 36. June 27 Div. 1
- TWP 600, RR 182 - 183. July 12 Div. 5
- RR 183, TWP 600 - 602. July 12 Div. 5
- RR 180, TWP 594 - 600. July 13 Div. 5
- TWP 602, RR 164 - 165. July 13 Div. 4
- RR 124, north of HWY 28. July 18 Div. 1
- Dust control at 57470 - RR 141. July 19 Div. 2
- RR 174, north of TWP 612. July 19 Div. 4
- RR191, north of HWY 28. July 21, 22, 26
- RR 164, north of TWP 602. July 27 Div. 4
- TWP 604, RR 182 - 183. July 28 Div. 5
- TWP 592, HWY 855 - RR 170. July 28 Div. 3
- TWP 594, west and east of RR 135. July 28, Aug. 8 Div. 1
- Intersection of TWP 604 & RR 191. July 26 Div. 5
- RR 163, north of HWY 28. July 29 Div. 4
- TWP 590, RR 180(S) - 181(S) July 29 Div. 3
- TWP 592, HWY 855 - RR 174. Aug. 2 Div. 3
- TWP 602, east of RR 124. Aug. 8 Div. 1
- RR 174, north of TWP 612. Aug. 8 Div. 4
- TWP 592, east of HWY 831. Aug. 9 Div. 5
- Dust control at 60102 - RR 190. Aug. 9 Div. 5
- Dust control at 59017 - RR 172A. Aug. 10 Div. 3

- Dust control at 61325 - RR 132. Aug. 11 Div. 1
- Dust control at 59103 - RR 172A. Aug. 11 Div. 3
- RR 193, south of HWY 28. Aug. 11 Div. 5

Move rocks back from county property along TWP 572A, east of RR 134. June 20 Div. 2

Haul water to scale shack at White Earth Pit. June 21, July 20, Aug. 15 Div. 5

#### Sign repair and installation:

- Repair Curve sign at RR 140, north of TWP 590A. June 23 Div. 2
- Straighten Checker Board sign at TWP 602A & RR 153. June 27 Div. 4
- Straighten Yield and Checker Board signs at TWP 604 & RR 165A. June 27 Div. 4
- Straighten Address sign at RR 175 & TWP 592. June 27 Div. 3
- Straighten Bridge sign at Victoria Trail, east of HWY 831. June 27 Div. 5
- Install new Yield sign at RR 130 & TWP 594. June 27 Div. 2
- Install new Stop sign at RR 132 & TWP 584. June 27 Div. 2
- Straighten Stop sign at RR 194 & Victoria Trail. June 27 Div. 5
- Install new Yield sign at RR 184 & Victoria Trail. June 27 Div. 3
- Straighten Yield sign at TWP 592 & RR 180. June 27 Div. 3
- Replace Stop sign at RR 133 & TWP 584. June 28 Div. 2
- Straighten Speed sign at TWP 592, west of RR 123. June 28 Div. 1
- Straighten Yield sign at TWP 591 & RR 145. June 28 Div. 2
- Straighten Stop and Checker Board signs at RR 130 & TWP 610. June 28 Div. 1
- Straighten 30k. sign at RR 122, south of HWY 28. May 29 Div. 1
- Straighten 50k. Curve sign at TWP 592, west of RR 123. May 29 Div. 1
- Straighten Dead End sign at RR 175(N) & TWP 590. July 5 Div. 3
- Straighten Stop sign at RR 142 & TWP 602. July 5 Div. 1
- Straighten Stop, Address & Checker Board signs at TWP 602 & RR 165. July 5 Div. 4
- Straighten Stop sign at TWP 602 & RR 135. July 14 Div. 1
- Straighten Checker Board sign at TWP 595A & RR 124. July 14 Div. 1

- Straighten Curve sign at TWP 602 & RR 124. July 14 Div. 1
- Install Steep Hill ( Grade ) sign at Hillside Resort. July 21 Div. 1
- Install Bellis Fire Hall Heritage sign at Hamlet of Bellis. July 21 Div. 4
- Install Mons Lake directional sign at RR 163, south of TWP 602. July 26 Div. 4
- Straighten Stop and Checker Board signs at TWP 610 & RR 132. Aug. 9 Div. 1
- Re-install Stop sign at TWP 602 & RR 131. Aug. 9 Div. 1
- Replace Stop sign at TWP 602 & RR 130. Aug. 9 Div. 1
- Install new Checker Board sign at TWP 592 & RR 131. Aug. 9 Div. 2
- Replace Stop sign at TWP 602 & RR 124. Aug. 9 Div. 1
- Replace post for Stop sign at TWP 600 & RR 124. Aug. 9 Div. 1
- Re-install Stop sign at TWP 590 & RR 154. Aug. 9 Div. 3

Skid steer removing large rocks from ditch bottom along TWP 600, RR 150 - 144. Allow for mowing. June 28 Div. 4

Construct pull-out along west side of RR 180, south of TWP 592. Smoky Lake Regional Heritage Board request for access to Wetlands.

June 30, July 5. Div. 3

Skid steer with brushing head:

- East approach along RR 130, 400m. north of TWP 604. July 5 Div. 1
- NW. Intersection of TWP 604 & RR 130. July 5 Div. 1
- RR 164, south of TWP 602. July 13, 14 Div. 4
- Mons Lake Drive, Mons Lake Resort. July 15 Div. 4
- Intersection of TWP 612 & RR 174. Aug. 3 Div. 4
- RR 142, north of TWP 574. Aug. 10, 11 Div. 2

Move fuel tank from Bogdan Pit to shop yard; fuel supplier will be closed periodically for maintenance therefore we will fill our tank for our use.

July 7

Skid steer repairing holes along cattle guard at entrance to White Earth Pit. July 12 Div. 5

Skid steer to sweep off gravel at 59128 - RR 142 ( dust control ) Gate stuck open while spreading gravel on RR 142; contract truck. July 20 Div.2

Winch truck assist in straightening boat launch concrete pillars at Mons Lake. July 21 Div. 4

Clean out ditch from erosion to allow for proper drainage along RR 182, south of TWP 604. Aug. 3  
Div. 5

Hydro-axing:

- TWP 592, west of RR 174. Aug. 9 Div. 3
- TWP 592, west of RR 175. Aug. 10 Div. 3

Cutting grass and weeds next to bridge railings; maintenance along all County bridges. Aug. 11,  
12, 15

**Challenges:** *No value*

**Next Steps:** *No value*

2022/06/16

**Doug Ponich:**

**Achievements:** MG2211 - TWP 620; RR 135 - 142.

- Apply MG30 and compact. June 21, 22 Div. 1

MG2214 - TWP 612; RR 174 - 174A.

- Haul and blade gravel. June 23
- Apply MG30. July 4

MD2225 - TWP 612; RR 174A - 180.

- Haul and blade gravel. June 23
- Apply MG30. July 4

→ Roads (PW Manager): 100%

0%  
0 / 100%  
62% behind

MG2235 – RR 180; TWP 612A – 614.

- Haul and blade gravel. June 24
- Apply MG30. July 4

MG2213 – TWP 584; HWY 855 – RR 165

- Haul and blade gravel. July 7, 8
- Apply MG30. July 13, 14
- Water and grade the first section from HWY 855 – RR 173. Aug. 11

Road repair at RR 193B, south of HWY 28.

- Haul 1 load of gravel and skid steer spread across holes. July 14 Div. 5

MG2215 – TWP 600; RR 180 – 181

- Haul and blade gravel. July 18
- Apply MG30. July 20

Road repair; TWP 592, RR 171 – 172. July 25, 26 Div. 3

- Reclaim sections of the oil-base, add gravel and apply MG30 at a later date. ( Oil company funding a share of the cost; trucking damage )
- Apply MG30 to reclaimed areas. July 28

MG2233 – TWP 592; RR 183 – 182A

- Apply second application of MG30. July 28 Div. 3

Reclaim section of TWP 592, east of RR 174. July 28 Div. 3

- Blade and compact; MG30 application at a later date.
- Apply MG30 and compact. Aug. 3

Road repair; West entrance to Warspite; reclaim oil base washboard, blade and compact. July 28 Div. 3

MG2243 - TWP 590, HWY 855 - RR 170

- Complete second application of MG30 and compact. Aug. 3 Div. 3

Apply MG30 to RR 171, TWP 590 - 592. Aug. 3 Div. 3

- Oil company funded.

R2223 - Metis Cemetery Road.

- Hydro-axe east shoulder leading up the hill to the cemetery. Aug. 4, 9.

- Grader shaping road top. Aug. 12

- Haul gravel with skid steer assisting with spreading. Aug. 15

Next Reporting Period:

R2213 - Methodist Cemetery Road

R2212 - TWP 592, RR 145 - 150

R2222 - TWP 592, RR 142 -143

R2215 - TWP 602, RR 195 - 200

**Challenges:** *No value*

**Next Steps:** *No value*

2022/06/23

**Doug Ponich:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/03/29

→ Training (PW Manager): 100%

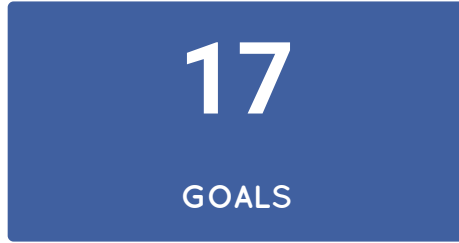
→ Administration (PW Manager): 100%

0%  
0 / 100%  
97% behind

0%  
0 / 100%  
62% behind



5.1.c



MARK FEDORETZ

(SHOP) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
<b>Administrative (PW Shop Foreman):</b> 100%	<b>Mark Fedoretz:</b> <b>Achievements:</b> <ol style="list-style-type: none"> <li>Attend managers meetings</li> <li>Attend safety meetings</li> <li>Starting and helping complete projects in the shop</li> <li>Vehicle check lists.</li> <li>Attend Departmental meetings</li> <li>Signing Timesheets and bills</li> <li>Oil samples and act on recommendations</li> <li>Working on Budget.</li> <li>Old shop improvements</li> </ol> <b>Challenges:</b> <i>No value</i> <b>Next Steps:</b> <i>No value</i> 2022/08/10	<b>Annual Inventory Count</b>  <b>Warranty repairs</b>  <b>Annual Employee Evaluations</b>  <b>Spec out vehicles and equipment to be purchased for all departments</b>	Month <input type="checkbox"/> to be comple te by: Decem ber  Month <input type="checkbox"/> to be comple te by: <i>No</i> <i>value</i>  Month <input type="checkbox"/> to be comple te by: Decem ber  Month <input type="checkbox"/> to be comple te by: <i>No</i> <i>value</i>
			<b>Behind</b> <b>0%</b> <b>0 / 100%</b>



Goal	Progress Update	Tasks	Current Completion
<b>Contract Work (PW Shop Foreman): 100%</b>	<b>Mark Fedoretz:</b> Achievements: <ol style="list-style-type: none"> <li>1. 214 Service, replace front right wheel studs and fix headlight wiring. June 12-14 2022</li> <li>2. 214 Fixed wiring to A/C clutch. July 28 2022</li> </ol> Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/08/03		Behind 0% <b>0 / 100%</b>
<b>Council Member Inquiry (PW Shop Foreman): 100%</b>	<b>Mark Fedoretz:</b> Achievements: Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/06/08		Behind 0% <b>0 / 100%</b>
<b>Equipment (PW Shop Foreman): 100%</b>	<b>Mark Fedoretz:</b> Achievements: <ol style="list-style-type: none"> <li>1. 608 Install new shock. June 16 2022</li> <li>2. 618 Repair tire June 17 2022</li> <li>3. 609 Replace hydraulic hose. June 22-24 2022</li> <li>4. 472 fixed oil leak on side of engine. June 23 2022</li> <li>5. 604G Replaced both engine belts. June 23 2022</li> <li>6. 483 Change tire. June 27 2022</li> <li>7. 525 Clean out radiator. July 4 2022</li> <li>8. 609 Replace water pump. July 4 2022</li> <li>9. 711 Hook up PTO, July 4 2022</li> <li>10. 508 Service, Tightened mower board slides and pins, tightened circle shims. July 7,8 2022</li> <li>11. 471 fix oil leak on side of engine. July 8 2022</li> <li>12. 629 Replace master switch. July 8 2022</li> <li>13. 629 Change cutting edge. July 12 2022</li> </ol>		Behind 0% <b>0 / 100%</b>

→ Contract CVIPs

On Track  
0%

14. 627 Charge up A/C. July 13 2022
15. 507A Fixed AWD knob. July 14 2022
16. 629 Get pins to take grease and grease the rest of the machine. July 14 2022
17. 509 Changed out front tire. July 15 2022
18. 618 Remove top plate and get center pin to stop squealing. July 15 2022
19. 502 Diagnose oil leak and change out hose, Fixed electrical issue with turbo charged air pressure sensor. July 15- July 25 2022
20. 505 Reseal Right hand door glass. July 18 2022
21. 474 Retied up wiring harness July 18 2022
22. 601 Took off angle hoses, installed new angle hoses. July 19- July 22 2022
23. 509 Service. July 19 2022
24. 508 Change mow-board blades. July 20 2022
25. 608 Weld in new plate in box and fix automatic greaser. July 20 2022
26. 509 Diagnose electronic issue upon shutting down. Hydraulic hose leaking. July 20-22 2022
27. 627 Service. July 26 2022
28. 601 Service. July 26 2022
29. 616 Pulled transmission out of buggy. July 26 2022
30. 622 Replaced fan belt. July 27 2022
31. 633A Hook up to wobbly packers. July 28 2022
32. 633A Service. July 29 2022
33. 615 Remove winter front and check operation. August 2 2022
34. 509 Diagnose antifreeze leak, Replace water pump. August 2-4 2022
35. 608 Air up tire. August 2 2022
36. 483 Removed wiring harness. August 5 2022
37. 505 Re-sealed door window. August 5 2022
38. 481 Replaced wiring harness. August 8 2022

39. 472 Boost tractor. August 8 2022

40. 633A Hook up blade and instruct operator upon how to use it. August 9 2022

41. 472 Service. August 9 2022

42. 455A Service. August 10 2022

43. 608 Service A/C August 11 2022

44. 511 Service. August 15 2022

45. 209 Check over. August 15 2022

Challenges: *No value*

Next Steps: *No value*

2022/08/03

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

**Mark Fedoretz:**

Achievements:

1. 651 Replace starter. June 20 2022

2. 451 Fix master switch and remove transmission for replacement. July 18-  
August 18 2022

3. 410 Service. July 19 2022

4. 459 replace fuel shut off switch and fuel hoses. July 30 2022

Challenges: *No value*

Next Steps: *No value*

2022/08/03

Behind  
0%

0 / 100%

**Training (PW Shop Foreman): 100%**

**Mark Fedoretz:**

Achievements: No training this period to report,

Challenges: *No value*

Next Steps: *No value*

2022/08/10

Behind  
0%

0 / 100%

**Vehicle (PW Shop Foreman): 100%**

**Mark Fedoretz:**

Achievements:

1. 118A Service and fix wiring to grill shutters. June 14- 15 2022

2. 155 Remove float gauge. June 14-17 2022

Behind  
0%

0 / 100%

Progress Update	Tasks	Current Completion
3.197 Install new jake brake solenoids. June 14 2022		
4.116 Change out coolant. June 15 2022		
5.119 Change out rear abs sensor. June 15 2022		
6.138 Removed transmission PTO and resealed. June 16-17 2022		
7.110 Service. June 20 2022		
8.138 Removed drive line for new slip yokes and balancing. June 20 2022		
9.188 Replaced A/C compressor and hose. June 20 2022		
10.138 replace u-joints on drive lines. June 20- 24 2022		
11.205 Install GPS. June 21 2022		
12.743 Check brakes install GPS. June 21 2022		
13.114A Removed back sweeper orbital motor and remove old stub shaft. June 21-29 2022		
14.724 Install GPS. June 21 2022		
15.180 Installed new wheel studs on front right wheel and installed new drum. June 22 2022		
16.195 Replaced rims on rh side, replaced axle hub on rh rear axle, Replaced both sets of bushing on rear axles, Replaced all 4 shocks, Put new bearings in tarp and replaced tarp. June 23- July 4 2022		
17.198A Service. June 24 2022		
18.170 PTO not engaging. June 27 2022		
19.170 Fix rh mirror light. June 28 2022		
20.191 Repair air leak. June 28 2022		
21.478 Repair rear brake line. June 28 2022		
22.114A Replaced gutter brooms. June 29 2022		
23.101A Would not shift to park due to rock stuck in shifter linkage. June 30 2022		
24.107 Re-weld mount for beacon light. June 30 2022		
25.476 Install new transmission shifter cable. July 4 2022		
26.114 Fill transmission with oil. July 4 2022		
27.191 fix air leak, July 4 2022		

Progress Update	Tasks	Current Completion
<p>28. 705 Service and install GPS. July 11 2022</p> <p>29. 199A Service. July 15 2022</p> <p>30. 180 Service. July 15 2022</p> <p>31. 479 Fixed wiring to valves at back of sprayer. July 15 2022</p> <p>32. 114A Change out rear broom. July 21 2022</p> <p>33. 116 Service. July 21 2022</p> <p>34. 170 Replaced fuel equalization valve and made a new bracket. July 21 2022</p> <p>35. 195 Service. July 26 2022</p> <p>36. 181 Repair air ride valve. July 27 2022.</p> <p>37. 112A Service. July 27 2022</p> <p>38. 155 Diagnose rough running and ordered new injectors. July 28 2022</p> <p>39. 109 Diagnose A/C. July 28 2022</p> <p>40. 115 Removed wheels and cleaned, remove rocks from left rear caliper. July 29 2022</p> <p>41. 194 chain up axle and bring into shop. July 29 2022</p> <p>42. 195 Change out beacon. July 29 2022</p> <p>43. 115 Change out reverse light. August 2 2022</p> <p>44. 195 Replace dump valve for tarp. August 3 2022</p> <p>45. 105 Diagnose antifreeze leak. August 4 2022</p> <p>46. 101C Service. August 9 2022</p> <p>47. 232 Fix oil leak. August 12 2022</p> <p>48. 188 Service. August 15 2022</p>		

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/03

Goal	Progress Update	Tasks	Current Completion
→ 31- Annual 3-Semi-Annually x 2 CVIP's on trucks, trailers, vans and buses. Trailers are done from December to February. Trucks are done from March to April.			Behind 0%
→ Sand trucks ready for Winter		Sand truck 3 Month <input type="checkbox"/> to be comple te by: Octob er  Sand truck 2 Month <input type="checkbox"/> to be comple te by: Octob er  Sand truck 1 Month <input type="checkbox"/> to be comple te by: Octob er	Behind 0%
→ 150 Services to vehicles and equipment: 150 Service(s)			Behind 0% 0 / 150 Service(s)
→ Tandem Trucks ready for summer		Sand truck 1 Month <input type="checkbox"/> to be comple te by: April  Sand truck 2 Month <input type="checkbox"/> to be comple te by: April  Sand truck 3 Month <input type="checkbox"/> to be comple te by: April	Behind 0%

Goal	Progress Update	Tasks	Current Completion
<b>31- Annual 3-Semi-Annually x 2 CVIP's on trucks, trailers, vans and buses. Trailers are done from December to February. Trucks are done from March to April.</b>			<b>Overdue 32%</b>
<b>150 Services to vehicles and equipment: 150 Service(s)</b>			<b>Overdue 0% 0 / 150 Service(s)</b>

## COUNCIL MOTIONS 2022

Goal	Progress Update	Tasks	Current Completion
<b>Sale of Public Works Surplus Equipment</b>	<b>Mark Fedoretz:</b> Achievements: 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.  Challenges: <i>No value</i>  Next Steps: <i>No value</i> <i>2022/06/14</i>		<b>Overdue</b> <b>88%</b>
<b>Enterprise Fleet Management Canada Inc. Leases</b>			<b>Overdue</b> <b>0%</b>



(SHOP) MANAGER'S PLAN

Goal	Progress Update	Tasks	Current Completion
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(SHOP) Training Event Form 2022

Behind  
0%



<b>REQUEST FOR DECISION</b>		DATE	<b>August 23, 2022</b>	<b>4.1</b>
TOPIC	Old County Shop Overhead Door and Ceiling Insulation			
PROPOSAL	<p><b>BACKGROUND:</b></p> <p>The Capital Budget was approved by Council on April 22 2022. Included in the Year-2022 Capital budget is the budgeted amount of \$41,025.00 for improvements to the Old Shop.</p> <p>The improvements required at the Old Shop includes the overhead door replacement and ceiling insulation. The new overhead doors have been purchased for a total cost of \$13,895, including installation. Hunter Power Energy has provided a quote for insulating the ceiling of the old shop in amount of \$33,180, which would bring the total 2022 improvements over the original budget by \$6,050.</p> <p><b>ATTACHMENTS:</b></p> <ol style="list-style-type: none"> <li>1. Rollsure Door Systems Invoice ©</li> <li>2. Hunter Power Energy Quote ©</li> </ol>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
N/A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Policy Statement No. 08-01-03 Unbudgeted Expenditure			
BENEFITS	<ul style="list-style-type: none"> <li>▪ Improve buildings Efficiency and save on Gas and Electricity costs in the winter months.</li> </ul>			
DISADVANTAGES	<ul style="list-style-type: none"> <li>▪ Unbudgeted expense.</li> </ul>			
ALTERNATIVES	<ul style="list-style-type: none"> <li>▪ Don't go ahead with 3" of spray foam for the ceiling.</li> </ul>			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ <b>41,025.00</b>	Source of Funds:	_____	
Updated Costs:	\$ <b>47,075.00</b>	Unbudgeted Costs:	\$ <b>6050.00</b>	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p><b>That Smoky Lake County Council approve the unbudgeted expenditure, to be funded from the Public Works Operations Budget, in the amount of \$6,050.00, for escalation costs relating to the Public Works Year-2022 Capital Budget relating to improvements to the Old Shop, in the amount original amount of \$41,025.00 to the amount of \$47,075.00; for a new overhead door and 3" spray foam ceiling insulation.</b></p>				
CHIEF ADMINISTRATIVE OFFICER				



21232 TWP 544  
Fort Saskatchewan, Alberta.  
T8L-3Z5

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**Quotation**

**Quotation: H 3176 Rev 1**

**Date:** August 10 2022

**To:** County of Smokey Lake

Smokey lake Ab.

Email: [mfedoretz@smokeylakecounty.av.ca](mailto:mfedoretz@smokeylakecounty.av.ca)

Mark 780-650-5510

**Project: Spray Foam in shop**

**Location: Smokey Lake Ab.**

**Scope of Work:**

-Prep area for Spray Foam in Quonset on roof only approx. 5520 sq. ft @ R 30 approx. 4 inches thick	\$35000.00
<b>New price</b>	<b>\$39744.00</b>
Option 2 R 21 on average 3 inches thick	\$26550.00
<b>New Price</b>	<b>\$28980.00</b>
<b>Purling's wrapped with spray foam to address condensation issues that will occur</b>	<b>\$4200.00</b>

No site visit for this quote, it may change after site visit

-Prices subject to GST

**Supplied by others:**

-Clean access to the work area

-Garbage bins supplied by others

-Accommodations supplied by others

-Product to be paid for upon signing/acceptance of Quote

-Any site delays will be charged at hourly rate of \$85.00/hr/man

-All hours are at regular work hours any weekend work or OT will be charged at a premium Rate

HPE will not assume liability to damage of unprotected property.

**Bill Willcox**

bill@hunterpowerenergy.com



1842892 Alberta Ltd.

PH: 780-997-9490

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**If you agree to the above Quoted price and terms please sign and return.**

No work will commence without signed authorization.

**\*\* Payment due upon completion \*\***

I accept the terms of the above Quote.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

# Rollsure Door Systems

# QUOTE

Box 1173  
Lac La Biche AB T0A 2C0  
Email: rollsuredoorsystems@yahoo.com  
Cell # 780-623-9726 or # 780-623-1426  
GST # 896422409 RT0001

**Bill To**  
Smoky Lake County  
box 310  
Smoky Lake, AB  
T0A 3C0

**Quote #** 126  
**Quote Date** 09/09/2021

DESCRIPTION	AMOUNT
supply and install 2- 16x13 steelcraft TD134 (R16) overhead doors complete with 3" track, hardware, pusher springs, weather strip, chain hoist. \$6,547.50 each	13,095.00
remove old doors \$400.00 each	800.00
Subtotal	13,895.00
GST 5.0%	694.75
<b>TOTAL</b>	<b>\$ 14,589.75</b>

\*Pre-payment  
old shop.

1-31-00-8150



### Terms & Conditions

50% deposit required upon ordering doors.

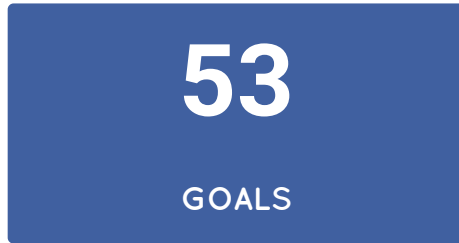
Deposit- \$7294.88

Balance within 30 Days

QUOTE ONLY VALID FOR 30 DAYS SUBJECT TO CHANGES



5.1.f



## PUBLIC WORKS SAFETY PLAN

### (SAFE) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Disaster Services (Safety Officer): 100%	<b>Trevor Tychkowsky:</b> Achievements: July 25 disaster service meeting for heritage days  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind 0% 0 / 100%
→ Apply for grants when needed	<b>Trevor Tychkowsky:</b> Achievements: no further action required  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2021/09/15		Behind 0%
→ ASIST Training	<b>Trevor Tychkowsky:</b> Achievements: May 26 AEMA training  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind 0%
→ Attend Disaster summit			Behind 0%

Goal	Progress Update	Tasks	Current Completion
→ Attend yearly AEMA Summit	<b>Trevor Tychkowsky:</b> Achievements: no further action required  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2021/05/17		Behind 0%
→ Attend yearly Disaster forum	<b>Trevor Tychkowsky:</b> Achievements: Dec 7 - Jan 18 dealt with 6 calls for call center  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/01/18		Behind 0%
→ Chair Organized regional team (ASIST)	<b>Trevor Tychkowsky:</b> Achievements: June 1 ASIST meeting  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind 0%
→ Do yearly training for EOC team	<b>Trevor Tychkowsky:</b> Achievements: Dec 15 booked EMO course for council Jan 11, 2022  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/01/18		Behind 0%
→ Hold regular meeting	<b>Trevor Tychkowsky:</b> Achievements: Feb 3 meeting with AEMA and DEM's for changes to bylaws  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/02/18		Behind 0%
→ Hold regular meeting (Regional Councils)			Behind 0%
→ Hold table top training for EOC team			Behind 0%

Goal	Progress Update	Tasks	Current Completion
<p>↳ Update CEMP manual</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: Jan 26 update on CEMP            Feb 1, 2 update on CEMP</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/02/18</p>		<p>Behind 0%</p>
<p><b>Risk Pro (Safety Officer): 100%</b></p>	<p><b>Trevor Tychkowsky:</b>            Achievements: May 17 Risk pro workshop virtual</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/13</p>		<p>Behind 38% 38.18 / 100%</p>
<p>↳ Attend strat plan meetings</p>			<p>Behind 0%</p>
<p>↳ RMA Risk pro meeting and requirements</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: Jan 19 meeting with risk pro staff for audit requirements</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/02/18</p>		<p>Behind 0%</p>
<p>↳ Service Generators: 1 Service(s) to 12 Service(s)</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: June 8 serviced generators</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/13</p>		<p>Behind -9% 0 / 12 Service(s)</p>
<p>↳ Jubilee insurance inspections 0 Inspection(s)</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: July 29 completed 2 site inspections</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/08/17</p>		<p>On Track 100%</p>

Goal	Progress Update	Tasks	Current Completion
<p>↳ Jubilee insurance investigations 0 Investigation(s)</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: Dec 7 contacted RMA of a VFIS claim for fire fighter death at home            Dec 16 contacted RMA trailer stolen from Bogdan's pit             Challenges: <i>No value</i>             Next Steps: <i>No value</i>            2022/01/18</p>		<p>On Track 100%</p>
<p>Public Works (Safety Officer): 100%</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: June 20 got Larry to work on fuel stands rotten and needs to be replaced            June 21 went to pick up parts and phone repair edmonton             June 30 working on cameras            July 6 working on cameras            July 7 working on cameras            July 8 working on batteries in cameras            July 18 inspected cameras            July 21 emergency run for parts            July 27 parts run and supplies for heritage days            Aug 3 &amp; 4 working on cameras            Aug 16 installed new camera             Challenges: <i>No value</i>             Next Steps: <i>No value</i>            2022/08/17</p>		<p>Behind 0% 0 / 100%</p>
<p>↳ Work on security system and gate operation for P.W.</p>	<p><b>Trevor Tychkowsky:</b>            Achievements: June 20 worked on back gate to be fixed             Challenges: <i>No value</i>             Next Steps: <i>No value</i>            2022/08/17</p>		<p>Behind 0%</p>
<p>↳ Work on special projects when required</p>			<p>Behind 0%</p>



Goal	Progress Update	Tasks	Current Completion
<b>Administrative (Safety Officer): 100%</b>	<b>Trevor Tychkowsky:</b> Achievements: June 7 & 8 worked on fire drills procedures June 20 working on lighting for office  June 28 had security system alarms installed into shop and office  July 8 installed new muster sign at office  July 20 fire drills complete at office and shop  July 22 did up new sheets for fire drills at shop and installed  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind <b>0%</b> <b>0 / 100%</b>
→ <b>Receive calls from after hour operator for taxpayers concerns</b>	<b>Trevor Tychkowsky:</b> Achievements: Aug 12 after hr call about roads  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>5%</b>
→ <b>Cascade reports</b>	<b>Trevor Tychkowsky:</b> Achievements: Aug 17 completed report  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>0%</b>
→ <b>Hold yearly meeting</b>	<b>Trevor Tychkowsky:</b> Achievements: Apr 29 annual safety day at National hall  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/05/16		Behind <b>0%</b>
→ <b>Testing of drugs for staff suspected to be under the influence</b>	<b>Trevor Tychkowsky:</b> Achievements: May 18 took fire dept member in for testing due to incident tested negative...  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind <b>0%</b>

Goal	Progress Update	Tasks	Current Completion
→ Safety Committee	<b>Trevor Tychkowsky:</b> Achievements: July 21 safety committee cancelled  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>0%</b>
→ Cellular Devices	<b>Trevor Tychkowsky:</b> Achievements: May 31 switched over phones  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind <b>0%</b>
→ Manage phone problems	<b>Trevor Tychkowsky:</b> Achievements: June 22 working on phone issues  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>0%</b>
→ Answer e-mails from Call center for after hour complaints 7 Complaint(s) to 0 Complaint(s)	<b>Trevor Tychkowsky:</b> Achievements: dealt with 13 after hrs calls  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>100%</b>
→ Social events	<b>Trevor Tychkowsky:</b> Achievements: May 18 got retirement gifts May 20 retirement party  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind <b>0%</b>
Council Member Inquiry (Safety Officer): 100%	<b>Trevor Tychkowsky:</b> Achievements: nothing to report  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/05/16		Behind <b>0%</b> <b>0 / 100%</b>

Goal	Progress Update	Tasks	Current Completion
<b>Training (Safety Officer): 100%</b>	<b>Trevor Tychkowsky:</b> Achievements: June 15 worked on training system for updates June 22 working on updating training system for first aid  July 27 28, Aug 2,4 first aid fire Dept Aug 2 completed service request training with Carole  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind <b>0%</b> <b>0 / 100%</b>
→ Attend Alberta Safety Conference			Behind <b>0%</b>
→ Instructor courses	<b>Trevor Tychkowsky:</b> Achievements: Mar 4 Completed BLS update Mar 4 worked on power point instruction for first aid  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/03/15		Behind <b>0%</b>
→ Complete CPTED	<b>Trevor Tychkowsky:</b> Achievements: May 7 presented presentation at emergency prepares event  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/05/16		Behind <b>0%</b>
→ Complete Orientation	<b>Trevor Tychkowsky:</b> Achievements: May 18 orientation for Ag dept and PW May 27 orientation for PW  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind <b>0%</b>
→ Attend Annual H&S safety conference	<b>Trevor Tychkowsky:</b> Achievements: attended H&S conference May 5-6th  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/05/16		Behind <b>0%</b>

Goal	Progress Update	Tasks	Current Completion
→ Safety Tracking			Behind 0%
→ Attend Safety group NASC			Behind 0%
<b>Safety (Safety Officer): 100%</b>	<b>Trevor Tychkowsky:</b>		
	Achievements: June 14 working on fire drills for office and shop		
	June 15 contacted insurance on fuel tanks in yards		
	June 15 ordered chainsaw supplies for staff		
	June 15 contacted security company for louder alarms for fire alarms in county office		
	June 27 helped with ground search in WE pit		
	June 28 town meeting		
	June 30 mental health check for staff member		Behind 0%
	July 6 took fire camp students to gravel pit and back		0 / 100%
	Aug 4 mental health check for staff member		
	Challenges: <i>No value</i>		
	Next Steps: <i>No value</i>		
	2022/08/17		
→ Annual Safety Audit	<b>Trevor Tychkowsky:</b>		
	Achievements: July 20 worked on action plan		
	Challenges: <i>No value</i>		Behind 0%
	Next Steps: <i>No value</i>		
	2022/08/17		
→ Hazard Identification	<b>Trevor Tychkowsky:</b>		
	Achievements: Mar 15 reviewed 9 JSA no issues noted		
	Apr 20 reviewed 29 JSA's minor issues noted		
	Apr 26 reviewed 18 JSA's minor notes addressed with staff		
	May 9 reviewed 9 JSA's		Behind 0%
	Challenges: <i>No value</i>		
	Next Steps: <i>No value</i>		
	2022/05/16		

Goal	Progress Update	Tasks	Current Completion
→ Assist all other departments	<b>Trevor Tychkowsky:</b> Achievements: Mar 22 dealing with lighting at county office outdoor  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/05/16		Behind 0%
→ Vice president RUSA	<b>Trevor Tychkowsky:</b> Achievements: June 16 & 17 RUSA meetings  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind 0%
→ informal inspections	<b>Trevor Tychkowsky:</b> Achievements: June 13 onsite inspections X3 July 8 onsite inspections X2  July 20 onsite inspections July 22 onsite inspections X2 July 26 onsite inspections X4 Aug 16 onsite inspections X3  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/08/17		Behind 0%
→ Review safety manual	<b>Trevor Tychkowsky:</b> Achievements: Feb 10 making changes to policies as per audit requirements  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/02/18		Behind 0%
→ Tool box meetings	<b>Trevor Tychkowsky:</b> Achievements: toolbox meetings completed each Monday morning  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/06/13		Behind 0%

Goal	Progress Update	Tasks	Current Completion
<p>→ Incident investigation from public</p>	<p><b>Trevor Tychkowsky:</b>  <b>Achievements:</b> July 7 contacted taxpayer for claim made for snow damage  July 15 investigated incident taxpayer claim we rocked his vehicle</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/17</p>		<p>Behind 0%</p>
<p>→ Incident investigation from staff</p>	<p><b>Trevor Tychkowsky:</b>  <b>Achievements:</b> June 20 received call from RCMP trailer that was stolen has been found  June 28 picked up stolen trailer for Labiche</p> <p>July 6 working on price with insurance on trailer</p> <p>July 26 had trailer towed away and insurance will pay us back for charges</p> <p>July 27, 2022 Vehicle damage</p> <p>Fire unit coming back from a emergency call ran into a flock of birds on RR 164 causing damage to the front of unit 458.</p> <ul style="list-style-type: none"> <li>- Underlying <ul style="list-style-type: none"> <li>o Lack of knowledge as to what was ahead</li> <li>o Tall grass</li> <li>o</li> </ul> </li> <li>- Recommendations <ul style="list-style-type: none"> <li>o Awareness of animals moving in tall grass</li> <li>o Discussed with staff</li> </ul> </li> <li>-</li> <li>- Unit received minor damage to the front will not go to insurance under 1000.00 damage</li> </ul> <p>Aug 10, 2022 Theft</p> <p>Unit 472 tractor was parked at Bellis transfer station overnight. When the worker went to come in on Aug 10 he noticed that the toolbox was opened that's when he observed several tool had been stolen and also the gained entry to the tractor as one door was not locked. Stealing somemore items plus personal items.</p> <ul style="list-style-type: none"> <li>- Underlying</li> </ul>		<p>Behind 0%</p>

Progress Update	Tasks	Current Completion
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- o This is not a secure compound
- o The toolbox and cab were also not locked
- o
- Recommendations
- o Lock all doors when leaving
- o Remove valuables at the end of the day
- 
- Contacted insurance on this file 5000.00 deductible

Aug 11, 2022 Property damage

Unit 209 was doing trenching near a new garage, when they were done, they started to fill in the trench. There was a slight slope towards the garage when the operator went to back blade the trench the operator went to stop to start moving backwards that is when the trencher continued to move forward running the front attachment into the garage causing damage to the garage. This unit is hydrostatic drive and should of stopped then pedal was stopped but it didn't.

- Underlying
- o Equipment failure
- o
- Recommendations
- o Look at operations when leveling the trench
- o Still under investigation
- 
- This unit has been taken out of service and will be investigated further
- Contacted insurance on this file 1000.00 deductible but waiting on estimate on damage

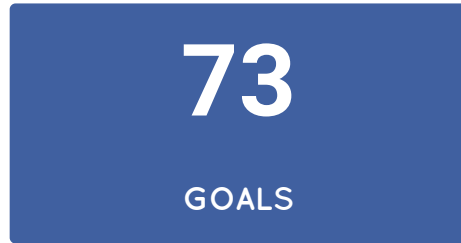
	Progress Update	Tasks	Current Completion
	<p>Aug 16, 2022 vehicle damage</p> <p>Unit 472 was cutting grass when a rock hit the back widow breaking it</p> <p>Underlying</p> <ul style="list-style-type: none"> <li>o Unknown will be investigating as this is the 2nd time this has happened in the past 3 months</li> <li>o</li> <li>- Recommendations</li> <li>o Still under investigation</li> <li>-</li> <li>- Will be discussed with manager and other operators</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/17</p>		

<p>→ <b>Fill out WCB reports Risk Management</b></p>	<p><b>Trevor Tychkowsky:</b></p> <p><b>Achievements:</b> July 29 filled out WCB paperwork</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/17</p>		<p><b>Behind</b></p> <p><b>0%</b></p>
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<p>→ <b>Transport worker to OIS clinic Edmonton</b></p>			<p><b>On Track</b></p> <p><b>0%</b></p>
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<p>→ <b>Check over JSA forms from site inspections 0 Inspection(s)</b></p>	<p><b>Trevor Tychkowsky:</b></p> <p><b>Achievements:</b> July 8 reviewed 18 JSA's</p> <p>Aug 2 reviewed 78 JSA's minor notes mentioned to staff</p> <p>Aug 16 reviewed 25 JSA's</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/17</p>		<p><b>On Track</b></p> <p><b>100%</b></p>
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JORDAN RUEGG

(P&D) GOVERNANCE

Goal	Progress Update	Current Completion
<p><b>Land Use Planning/Development: 100%</b></p>	<p><b>Jordan Ruegg:</b>  <b>Achievements:</b> The Planning and Development Department is continuing to review the County's Land Use Bylaw for deficiencies and bring any recommended amendments forward to Council for consideration as necessary.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2022/08/11</p>	<p>32% 32 / 100%</p>
<p>→ <b>Land Use Bylaw Amendments - Recreational Vehicles</b></p>	<p><b>Jordan Ruegg:</b>  <b>Achievements:</b> No action was taken during this reporting period.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2022/06/09</p>	<p>3%</p>

Goal	Progress Update	Current Completion
<b>Road Closures: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements: RC File 027</b>  The Planning and Development Manager received approval from the Minister of Transportation of Bylaw 1398-21, on July 27, 2022. Bylaw 1398-21 will be forwarded to the August 25, 2022 Council meeting for consideration of Second and Third Readings.</p> <p><b>RC File 029</b></p> <p>Bylaw 1423-22, a Bylaw to close and dispose of portions of the government road allowance adjacent to the east property line of River Lot 10, Victoria Settlement, will be brought forward to the August 25, 2022 Council meeting for First Reading and a Public Hearing will be held on said Bylaw at the same Council meeting. Following the Public Hearing, and if Council chooses to proceed in principle with the proposed Bylaw, said Bylaw will be forwarded to the Minister of Transportation for approval prior to consideration of Second and Third Readings.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/11</p>	<p style="text-align: center;">31% 31 / 100%</p>
<b>Planning and Development Manager Work Plan: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development 2022 Departmental Work Plan was adopted by Council at the March 22, 2022 Departmental Meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/19</p>	<p style="text-align: center;">100% 100 / 100%</p>
<p>→ <b>Subdivision Application referrals from Subdivision Authority (Municipal Planning Services) 0 Application(s)</b></p>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department is working with the County's Subdivision Authority, Municipal Planning Services (2009) Ltd. on a total of <b>18</b> subdivision files.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/11</p>	<p style="text-align: center;">101%</p>
<p>→ <b>Safety Codes Permits: 100%</b></p>		<p style="text-align: center;">25% 25 / 100%</p>

## (P&D) ECONOMIC DEVELOPMENT

Goal	Progress Update	Current Completion
<b>Industrial Park: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department continues to work with the Regional Economic Development Officer to look for opportunities to attract industrial and commercial development.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>22%</p> <p>22 / 100%</p>
<b>Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Bylaw No.1419-22 Amendment to Land Use Bylaw 1272-14 for the purposes of rezoning certain lands from Agriculture (AG) District and from Hamlet General (HG) District and from Victoria Agriculture (AI) District to Community &amp; Institutional (P) District, proposes some housekeeping of the County's Land Use Bylaw to provide more accurate land use districting for a number of parcels that contain community/institutional uses. The proposed Bylaw 1419-22 will be brought to the August 25, 2022 Council meeting for consideration of First Reading.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>24%</p> <p>24 / 100%</p>
<b>Warspite Ironhorse Trail RV Park part of the 2018-2020 Strategic Priorities: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> No action was taken during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>8%</p> <p>8 / 100%</p>
<b>Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities: 100%</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The documents required to form the MCC were signed and executed as of April 13, 2022, and this project is now complete.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/04/19</p>	<p>100%</p> <p>100 / 100%</p>

## COUNCIL MOTIONS 2022

Goal	Progress Update	Current Completion
<b>Joint Use Planning Agreements (JUPAs).</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> A kick-off meeting with Aspen View will take place on August 12, 2022, with respect to the establishment of a Joint Use Planning Agreement (JUPA) between Smoky Lake County and Aspen View Public Schools, pursuant to Sections 670.1, 672 &amp; 673 and Section 53.1 of the Education Act. Council will be briefed on the outcome of this meeting at the August 25, 2022 Council meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>10%</p>
<b>Discharge of Caveat – Document Registration #792101828 (NW-8-60-12-W4M)</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: NW 08-60-12-W4</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/14</p>	<p>100%</p>
<b>Appointment of Public Member-at-Large to Subdivision and Development Appeal Board</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: behind Bylaw No. 1347-19</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/14</p>	<p>100%</p>
<b>Resignation of Public Member-at-Large to Subdivision and Development Appeal Board</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department sent a letter, dated February 15, 2022, to Mr. Jerry Melnyk, thanking him for his service as a member of the Smoky Lake County Subdivision and Development Appeal Board.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/15</p>	<p>100%</p>
<b>Funding Contribution Agreement: Canadian Heritage Rivers System (CHRS) Management Plan for the North Saskatchewan River in Alberta</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: 61-48</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/14</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Request to Purchase County Owned Land – Plan 5225CL; Block OT (Former Waskatenau Nuisance Grounds)</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department sent a letter to Mr. Akmal Ata, Director, 1986215 Alberta Ltd, dated February 3, 2022, informing him of Smoky Lake County Council's decision to sell the lands legally described as Plan 5225CL; OT (the former Waskatenau Nuisance Ground), for the amount of \$51,000.00 (+ \$2,550.00 GST). The Planning and Development Department is preparing an Agreement to Purchase between 1986215 Alberta Ltd and Smoky Lake County and will be bringing said Agreement forward to the next Smoky Lake County Council meeting, scheduled for February 24, 2022, for ratification. Once the Agreement has been ratified, the documents necessary to affect the transfer of land will be filed with the Alberta Land Titles office for processing.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/02/07</p>	<p>100%</p>
<b>Request for Road Access: Plan 0421556, Block 1, Lot 53 (Hillside Acres – Whitefish Lake)</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Municipal File: Legal Land File</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/02/14</p>	<p>100%</p>
<b>Public Lands Disposition Management Section, Alberta Environment and Parks</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department has spoken with Diane Siriwayo via telephone regarding the potential requirement to conduct Indigenous engagement. Ms. Siriwayo has confirmed that if there is any Indigenous consultation required that the Province would conduct the process. The Planning and Development Department is awaiting written confirmation of same from Ms. Siriwayo.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/02/07</p>	<p>100%</p>
<b>Plan 5225CL; Block OT (Former Waskatenau Nuisance Grounds)</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Representatives from 1986215 Alberta Ltd. will be attended the May 26, 2022 Smoky Lake County Council meeting as a delegation to discuss their proposal in further detail. Administration is continuing to work with the representatives on a Sales and Construction Agreement, road access and water/wastewater infrastructure connections. Once these issues have been resolved, the County and the purchasers will sign and execute the Sales and Construction Agreement and the necessary paperwork to effect the transfer will be filed with the Alberta Land Titles Office for processing.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/06/09</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Alberta Heritage Research Grant Application</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department received a letter dated July 11, 2022, from the Minister of Alberta Culture, confirming that the 2021-22 Alberta Heritage Research Grant for Project R22-F: North Saskatchewan River Historic Research in an amount of \$18,215 has been successful, with a final project deadline of February 28, 2023. The Planning and Development Department will be bringing forward a work plan from "Know History" to undertake the work contemplated under the Grant to the August 25, 2022 Council meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>100%</p>
<b>Land Stewardship Center Watershed Stewardship Grant Application</b>	<p><b>Kyle Schole:</b></p> <p><b>Achievements:</b> On March 21, 2022, Administration received an email from Brian Ilnicki, Executive Director, Land Stewardship Centre, thanking Smoky Lake County for its application, but acknowledging that we were unsuccessful. This intake was over-subscribed by double the amount available.</p> <p>No further action.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/04/19</p>	<p>100%</p>
<b>60-Day Notice of Intent to Designate a Municipal Historic Resource (Apedaile Farmstead)</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Notice as per Motion was provided to the owners, by emailed letter dated March 8, 2022. Municipal File: 61-3A</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/03/14</p>	<p>100%</p>
<b>Bylaw No. 1407-22: Designation for Hamlin Road Ranch as a Municipal Historic Resource</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Copies of Bylaw 1407-22: A Bylaw to Designate the Hamlin Road Ranch as a Municipal Historic Resource have been printed for signature and execution. The Planning and Development Manager has sent copies of the Bylaw to the owners of the Hamlin Road Ranch as they are required to sign the Bylaw before it can be registered on the Certificate of Title at the Alberta Land Titles Office. Once the Bylaws have been signed and executed by all parties, the Bylaw will be forwarded to the Alberta Land Titles Office for registration.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/06/09</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Heritage River Management Planning - Terms of Reference</b>	<p><b>Kyle Schole:</b>  <b>Achievements:</b> The revised Terms of Reference has been adopted and filed and circulated to the membership. No Further Action.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/19</p>	<p>100%</p>
<b>Heritage River Management Planning - Memorandum of Understanding (MOU)</b>	<p><b>Kyle Schole:</b>  <b>Achievements:</b> The executed MOU has been returned to NSWA, filed, and will be posted to the project website.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/19</p>	<p>100%</p>
<b>Heritage River Management Planning – Support Correspondence Received</b>	<p><b>Kyle Schole:</b>  <b>Achievements:</b> The correspondence has been filed. No further Action.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/19</p>	<p>100%</p>
<b>2021 Safety Codes Annual Internal Review – Joint Accreditation No. J000148</b>	<p><b>Patti Priest:</b>  <b>Achievements:</b> Municipal File: 2-60</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/21</p>	<p>100%</p>
<b>Memorandum of Agreement for the Waskatenau Nuisance Ground Reclamation Within Smoky Lake County (Plan 5225CL; Block OT - Former Waskatenau Nuisance Grounds)</b>	<p><b>Jordan Ruegg:</b>  <b>Achievements:</b> County administration has signed and executed the Memorandum of Agreement between Smoky Lake County and Alberta Transportation and received full payment of the \$87,438.00 on March 22, 2022.  Municipal File: 4-46</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/04/19</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Subdivision and Development Appeal Board (SDAB) Member Appointments</b>	<p><b>Kyle Schole:</b>  Achievements: Committee/Board lists have been updated, and added/deleted members contacted.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>  2022/05/06</p>	100%
<b>Intermunicipal Servicing -Village of Waskatenau - Appointment of Solicitor</b>	<p><b>Patti Priest:</b>  Achievements: Municipal File: 1-114</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>  2022/05/12</p>	100%
<b>Trails Strategy- Public Participation Plan</b>	<p><b>Jordan Ruegg:</b>  Achievements: The Planning and Development Department has compiled the responses it heard from the public into a "What We're Hearing Report" which will be presented to Council at the August 25, 2022 Council meeting for discussion and further direction.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>  2022/08/11</p>	100%
<b>Bylaw No. 1415-22: Amending Land Use Bylaw No. 1272-14 &amp; MDP Bylaw No. 1249-12</b>	<p><b>Jordan Ruegg:</b>  Achievements: The Planning and Development Department has scheduled a Public Hearing to be held at the Smoky Lake County Council chambers, and concurrently virtually via Zoom, on Thursday, May 26, 2022, at 9:15 a.m., and has prepared the necessary documentation for the Public Hearing. Notice of the proposed Bylaw and Public Hearing was provided to adjacent landowners via mail on May 5, 2022. Notice of the proposed Bylaw and Public Hearing was advertised in the Redwater Review on May 11, 2022 and May 18, 2022. Notice of the proposed Bylaw and Public Hearing was also posted to the County's website beginning on May 9, 2022, and on the County's Facebook page beginning on May 10, 2022. Potentially affected agencies/utilities were notified of the proposed Bylaw and Public Hearing via email on May 10, 2022. Lamont County was notified of the proposed Bylaw and Public Hearing by email on May 5, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>  2022/05/11</p>	100%



Goal	Progress Update	Current Completion
<b>Alberta Community Partnership (ACP) - Regional Municipal Development Guidelines and Minimum Servicing Standards</b>	<p><b>Kyle Schole:</b>            Achievements: Information has been filed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/04</p>	<p>100%</p>
<b>Inspections Group - Revised Permit Conditions</b>	<p><b>Patti Priest:</b>            Achievements: Municipal File: 2-62</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/05/12</p>	<p>100%</p>
<b>Electric Vehicle Charging Stations Construction Agreement – Dandelion Renewables Inc.</b>	<p><b>Jordan Ruegg:</b>            Achievements: The Planning and Development Manager has had the construction agreement for the Municipal Climate Change Action Centre (MCCAC) EV charger grant signed and executed by all parties and has forwarded a copy to the MCCAC.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/09</p>	<p>100%</p>
<b>Electric Vehicle Charging Stations Project Funding</b>	<p><b>Jordan Ruegg:</b>            Achievements: The construction agreement for the Municipal Climate Change Action Centre (MCCAC) EV charger grant has been signed and executed by all parties. Invoices from Dandelion Renewables will be paid and the funds expensed will be reimbursed by the Municipal Climate Change Action Centre once the project is complete and the chargers have been installed.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/09</p>	<p>100%</p>
<b>2021/22 Alberta Community Partnership (ACP) Intermunicipal Collaboration Component, Conditional Grant Agreement for Regional Engineering Development Standards Project</b>	<p><b>Jordan Ruegg:</b>            Achievements: The Planning and Development Department received a signed and executed copy of the Agreement on June 7, 2022, and has filed it for the County's records.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/08/11</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Bylaw No. 1415-22: To Amend the Land Use Bylaw &amp; to Amend the Municipal Development Plan</b>	<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> <p>2022/06/06</p>	<p>100%</p>
<b>Request for Proposal (RFP No. CHRS-2022): Bid Recommendation</b>	<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> <p>2022/06/06</p>	<p>100%</p>
<b>Regional Engineering Development Standards – Request for Proposal</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Regional Engineering Development Standards contract was awarded to Associated Engineering. A Work Plan will be forwarded to Council at the August 25, 2022 Council meeting for information. Additionally, a project kick-off meeting will be held with Associated Engineering and administrators from the County, Town of Smoky Lake and the Villages of Vilna and Waskatenau on August 24, 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Subdivision of South Part of River Lot 10 (RL-10, VIC SETTLEMENT).</b>	<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> 2022/06/08</p>	<p>100%</p>
<b>Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource</b>	<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> 2022/06/10</p>	<p>100%</p>
<b>Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20</b>	<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> 2022/06/08</p>	<p>100%</p>
<b>Colette and Jim Packard</b>	<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> 2022/06/13</p>	<p>100%</p>
<b>John Mainwaring</b>	<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> 2022/06/13</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<b>Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20</b>	<p><b>Jenna Preston:</b></p> <p><b>Achievements:</b> Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20, was printed for signature, filed and sent to Communications to post on County website.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/06/29</p>	<p>100%</p>
<b>Regional Engineering and Development Standards – Addendum and Update</b>		<p>100%</p>
<b>White Earth Creek – Inquiry for Funding Availability and Corrective Action</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> A letter to the Assistant Deputy Minister, Regulatory Assurance Division, was prepared and delivered by email on July 15, 2022. The same letter was also posted on the County's website on July 15, 2022 as notice to the public.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/07/18</p>	<p>100%</p>
<b>McDougall Gravesite (VICTORI 8) and Victoria Park Cemetery (VICTORI 10).</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The owners of the land where the McDougall Gravesites are located, the United Church of Canada, has executed the transfer documents which have now been sent to the Alberta Land Titles Office for registration. The Planning and Development Department will update Council once the documents have been registered with Land Titles and the transfer has taken effect.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>90%</p>
<b>Phase II – Lake and Hamlet Signage Project</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The order has been placed with the producer, and once received, Public Works will schedule the installation.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>91%</p>

Goal	Progress Update	Current Completion
<b>Regional Engineering and Development Standards</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Regional Engineering Development Standards contract was awarded to Associated Engineering. A Work Plan will be forwarded to Council at the August 25, 2022 Council meeting for information. Additionally, a project kick-off meeting will be held with Associated Engineering and administrators from the County, Town of Smoky Lake and the Villages of Vilna and Waskatenau on August 24, 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/08/11</p>	<p>95%</p>
<b>Proposed Lease Agreement for Electric Vehicle Charging Station Level 2 at Métis Crossing</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> A lease agreement has been prepared to locate the EV charging stations on land at Metis Crossing and will be presented to Council at the August 25, 2022 Council meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/08/11</p>	<p>50%</p>

## COUNCIL MOTIONS 2021

Goal	Progress Update	Current Completion
<b>Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34-61-17-W4M)</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The renewal for REC Lease 170007 was submitted to Alberta Environment and Parks for approval on July 14, 2022. Once a decision on the application has been made by AEP, the Planning and Development Department will provide an update to Council.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/10</p>	<p>75%</p>
<b>Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> No action was taken during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/10</p>	<p>8%</p>
<b>Road Closure - Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department is working with the surveyor and the landowners to prepare the necessary documents to effect the road closure and will bring forward a road closure bylaw for Council's consideration at a future County Council meeting. Prior to the Bylaw being considered, the Planning and Development Department will obtain consent from the adjacent landowner as a subdivision of these lands is also being proposed following the closure of the road plans.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>30%</p>
<b>Land Use Bylaw 1272-14 Amendment to create a Recreation District</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> No action was taken during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>6%</p>

Goal	Progress Update	Current Completion
<b>Lake &amp; Hamlet Subdivision Signage Project</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Smoky Lake County Council approved the lake and hamlet sign locations at the April 28, 2022 County Council meeting. The proposed signs are to be installed at the approved locations by the County's Public Works Department during the spring/summer of 2022.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/05/11</p>	<p>100%</p>
<b>Closure of Road Plan 10 C.L. &amp; Road Plan 3098HW, located within NE-19-57-13-W4M</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> This Motion has been rescinded and a new Motion (Motion #1207-21) has been adopted to address this issue.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/04/19</p>	<p>100%</p>
<b>Hillside Acres, Whitefish Lake – Delegations</b>	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Motion #173 is to formalize the delegations attendance by resolution of Council, for documentation purposes.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/01/11</p>	<p>100%</p>
<b>2021/2022 Alberta Community Partnership (ACP) Grant Application – Subdivision Development Standards</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Smoky Lake County was notified on March 26, 2022, by the Minister of Municipal Affairs, that its application to the Alberta Community Partnership Grant Program, for \$200,000.00, for the Smoky Lake Region Municipal Development Guidelines &amp; Minimum Servicing Standards project was approved. The Planning and Development Department has prepared a Request for Proposals for interested parties to contract to produce the Guidelines and Minimum Servicing Standards. The Request for Proposal will be brought to the May 26, 2022 for consideration.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/05/11</p>	<p>100%</p>

Goal	Progress Update	Current Completion
<p><b>Notice of Intention to Designate a Municipal Historic Resource: Hamlin Road Ranch</b></p>	<p><b>Kyle Schole:</b></p> <p><b>Achievements:</b> The Bylaw has been adopted, and will be registered by Caveat on Title, and on the Alberta Register of Historic Resources</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/06/04</p>	<p>100%</p>
<p><b>North Saskatchewan in Alberta Heritage River Initiative Update</b></p>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department continues to work on the Final Narrative Report for the designation of the North Saskatchewan River as a Heritage River under the Canadian Heritage Rivers System and the establishment of a Management Planning Facilitation Group to assist with the preparation of the management plan.</p> <p>The Planning and Development Department has continued to advocate and make representations to various municipal Councils and interest groups, including:</p> <ul style="list-style-type: none"> <li>• January 6, 2022 - EPCOR</li> <li>• January 10, 2022 - North Saskatchewan Watershed Alliance</li> <li>• January 11, 2022 - County of Vermillion River &amp; County of St. Paul Councils</li> <li>• January 14, 2022 - City of Edmonton Administration</li> <li>• January 18, 2022 - Town of Rocky Mountain House</li> <li>• January 19, 2022 - Urban River Adventures &amp; Fraser River Keepers</li> <li>• January 25, 2022 - Lamont, Thorhild &amp; Sturgeon Counties</li> </ul> <p>The Planning and Development Department has also provided a letter from the Reeve of Smoky Lake County in advance of these presentations.</p> <p>Municipal File: 61-48</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/01/17</p>	<p>100%</p>



Goal	Progress Update	Current Completion
<b>North Saskatchewan in Alberta Heritage River Initiative Update</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department submitted the Alberta Community Partnership Grant application, on behalf of the Village of Vilna (who is serving as the Managing Partner) for the Project Titled: 'Management Plan for the North Saskatchewan River under the Canadian Heritage Rivers System' under the "Intermunicipal Collaboration Framework" Component Grant, on January 5, 2022. The funding decisions will be made by March 31, 2022. As of the date of this Report, we have yet to receive a response from the Grant administrators.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/03/09</p>	<p>100%</p>
<b>Alberta Wetlands Replacement Program</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department met with representatives of Alberta Environment and Parks on February 10, 2022, to discuss the Wetland Replacement Program and the project that the County has identified as a possibility for funding. A site visit is expected to occur in the spring so that further investigation of the feasibility of the project can be conducted.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/15</p>	<p>100%</p>
<b>Lake Subdivision Signage Project</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> Lake Signage has been procured, and currently awaits installment in Spring 2022. The project has also been expanded by Budget 2022 to encompass hamlets, for which sign design work is currently underway, and also anticipated for spring.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/02/15</p>	<p>100%</p>
<b>Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24-60-17-W4M)</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The renewal for REC Lease 170005 was submitted to Alberta Environment and Parks for approval on July 14, 2022. Once a decision on the application has been made by AEP, the Planning and Development Department will provide an update to Council.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>86%</p>

Goal	Progress Update	Current Completion
<b>Application to Vary the 300M Setback - former Waskatenau Nuisance Ground</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department is working with the prospective purchasers of the former Waskatenau Nuisance Ground to finalize a transfer of the lands. The prospective purchaser has submitted concept plans to the County for review of their proposed development while discussions have taken place regarding connection to municipal servicing and access. Administration is currently in discussions with the Village of Waskatenau regarding an Intermunicipal Servicing Agreement which is required pursuant to the MGA for the Village to provide services within the County as is contemplated in the Intermunicipal Development Plan between the Village and the County.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>45%</p>
<b>What We Heard Report: Hamlet Chickens, Dark Skies Designation, and RVs at Lake Lots</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> No action was taken during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>25%</p>
<b>Lake Trails Strategy</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department has compiled the responses it heard from the public into a "What We're Hearing Report" which will be presented to Council at the August 25, 2022 Council meeting for discussion and further direction.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>50%</p>
<b>Trails Strategy &amp; Lake Accretion Update</b>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Department has compiled the responses it heard from the public into a "What We're Hearing Report" which will be presented to Council at the August 25, 2022 Council meeting for discussion and further direction.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/11</p>	<p>50%</p>

Goal	Progress Update	Current Completion
<p><b>Bylaw No. 1402-21: Road Closure – Cancellation of all that portion of "AVENUE" lying South of Lot A, and North of Lot B, Plan 8420551 located within the Hamlet of Warspite</b></p>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> The Planning and Development Manager sent Bylaw No. 1402-21, along with the required documentation, to the Minister of Transportation for signature and approval, on January 12, 2022. Provided that the Minister signs and approves of said Bylaw, the Planning and Development Manager will bring said Bylaw to Council for Second and Third Readings as soon as the Bylaw has been returned to Smoky Lake County.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><i>2022/08/11</i></p>	<p>50%</p>
<p><b>Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20-61-17-W4M).</b></p>	<p><b>Jordan Ruegg:</b></p> <p><b>Achievements:</b> An application for a renewal of Disposition DLO 170189 for the Hanmore Lake Boat Launch was submitted to Alberta Environment and Parks for approval on January 19, 2022. The Planning and Development Department will provide an update to Council once a response on the renewal application has been received from Alberta Environment and Parks.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><i>2022/06/30</i></p>	<p>60%</p>

(P&D) MANAGER'S PLAN

Goal	Progress Update	Current Completion
(P&D) Training Event Form 2022		8%



79 GOALS

NATURAL GAS PLAN

Goal	Progress Update
<p><b>AMR meter expiration replacement</b>            Note: Strategic Priorities Chart Feb 6, 2017: 100%</p>	<p><b>Daniel Moric:</b>            Achievements: <i>No value</i>            Challenges: <i>No value</i>            Next Steps: <i>No value</i>            2022/08/10</p>
<p><b>Odorant Activity: 100%</b></p>	<p><b>Daniel Moric:</b>            Achievements: <i>No value</i>            Challenges: <i>No value</i>            Next Steps: <i>No value</i>            2022/08/10</p>

Goal

Progress Update

↳Deliver Odorant 0 Hours

**Daniel Moric:**

**Achievements:** June 1/22 - June 30/22

- 45 hrs x 2 servicemen = 90 hrs delivering odorant. Deliveries made to Phoenix Gas Co-op, County of Two Hills Gas Utility, Lamco Gas Co-op, Lac La Biche District Gas Co-op, Ankerton Gas Co-op, and Town of Castor Gas Utility.

July 1/22 - July 31/22

- 19 hrs x 2 servicemen = 38 hrs delivering odorant. Deliveries made to County of Thorhild Gas Utility, Chain Lakes Gas Co-op, Lac La Biche District Gas Co-op, and Village of Boyle Gas Utility.

August 1/22 - August 10/22

- No deliveries made.

**Challenges:** *No value*

**Next Steps:** *No value*

*2022/08/10*

CNG Trailer: 100%

**Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

*2022/08/10*

↳Compressed natural gas trailer 0 Trailer(s)

**Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

*2022/08/10*

**Goal****Progress Update****Administrative Activity (GAS):**  
100%**Daniel Moric:****Achievements:**

- Attend weekly manager meetings.
- Receive customer phone calls.
- Respond to emails.
- Assist in producing monthly gas bills.
- July 2022 gas price was \$9.34/GJ. August 2022 gas price has increased to \$7.89/GJ.
- Apply for new gas services and complete all of the required paperwork.
- Continue to get easements and contracts signed as necessary.
- Working on invoicing construction, odorant and CNG jobs.
- Posted in the gas bills for customers wanting to go on equalized billing as well as for paperless billing.

**Challenges:** *No value***Next Steps:** *No value*

2022/08/10

**Goal****Progress Update**→ **Service Calls: 100%****Daniel Moric:**

- Achievements:**
- Gas Smell inside house. Found flexible appliance connector leaking on gas clothes dryer. Turned off valve to appliance and informed customer to have connector replaced. (Vilna)
  - Gas smell inside shop. Found the gas valve on the heater leaking on the control knob. Turned off gas supply to appliance and informed customer to have valve replaced. (Smoky Lake)
  - Gas smell inside house when using gas stove. Found gas stove would be delayed to ignite the burners on the stove top. Informed customer to have stove serviced by qualified technician. (Smoky Lake)
  - Customer called and expressed concern about the location of the gas meter. Gas meter is on the old house in the yard and it is in poor condition. Making arrangements to move the meter away from the house and to a safer location. (Vilna)
  - Had a concern of a higher than normal consumption on their June gas bill. Found regulator venting at an old out building away from the meter. According to the customer, gas was not being used at the building for many years, so the valve at the riser to the building was turned off. (Smoky Lake)

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

→ **Management meeting****Daniel Moric:**

**Achievements:** Attend weekly managers meetings

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

→ **Utility Personnel Meeting**→ **Gas balancing****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10



**Goal****Progress Update****→Delinquent accounts****Daniel Moric:**

**Achievements:** Overdue account letters are sent out after gas bills are processed monthly.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

**→Paperless billing****Daniel Moric:**

**Achievements:** Currently have 392 natural gas accounts receiving bills by email.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

**→Attend Conventions****Daniel Moric:**

**Achievements:** - Attending Federation Managers Meeting September 7th-9th at Nisku

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

**→Auditor documentation****Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**Goal****Progress Update****→Other duties****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**→O & M Policy****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**Training Activity (GAS): 100%****Daniel Moric:**

**Achievements:** No activity

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**Natural Gas Construction of Infrastructure: 100%****Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**Goal****Progress Update****→Line locates 0 Locate(s)****Daniel Moric:**

**Achievements:** -116 line locates have been completed during this reporting period. 1 of these was an emergency locate after hours.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**→End Pressure Test****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**→GPS Services and Alterations****Daniel Moric:**

**Achievements:** -Will be GPSing alterations and services in the coming months.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

**Goal****Progress Update**→ **Install gas lines****Daniel Moric:**

**Achievements:** - Partially completed 1 new service, as the basement is not backfilled. Will complete when house is moved into place, as some house movers will not move a house next to a live gas service for safety reasons.

- Will be starting 3 new services in the coming weeks. Waiting to meet the owners on site to discuss the routing for the main and location of the service.
- Will be starting 1 new service in the coming weeks. Waiting for the homeowner to clear some trees and finish yardwork prior to install.
- Completed 2 main service line alterations.
- Completed 5 secondary gas lines.
- Sold 4 secondary PE gas line assembly's. We will build them in the shop if the customer prefers to dig their own trench.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

→ **Sign installation 0 Sign(s)****Daniel Moric:**

**Achievements:** No activity

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

→ **Cut and Caps****Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/11

→ **RMO Replacement**

**Goal****Progress Update****Meter recalls and maintenance:  
100%****Daniel Moric:**Achievements: *No value*Challenges: *No value*Next Steps: *No value*

2022/08/11

→ **Replace defective gas  
meters****Daniel Moric:**

Achievements: - Replaced 35 of the 88 meters with failed AMR reader heads. Keeping 15 working gas meters in stock for new services or emergency replacements. Was only able to procure 50 replacement AMR reader heads in June. Suppliers still cannot get stock of more AMR heads.

Challenges: *No value*Next Steps: *No value*

2022/08/11

→ **Meter Recalls****Council Member Inquiry (GAS):  
100%****Daniel Moric:**

Achievements: - No activity this reporting period

Challenges: *No value*Next Steps: *No value*

2022/08/11

**2020 INFRASTRUCTURE LINE  
REPLACEMENT: 100%**→ **Budget - 2020  
INFRASTRUCTURE LINE  
REPLACEMENT: \$50k****2020 RMO STATION  
REPLACEMENT PLAN RESERVE:  
100%**→ **Budget - 2020 RMO  
STATION REPLACEMENT  
PLAN RESERVE: \$70k****2020 MODEMS FOR RMO: 100%**→ **Budget - 2020 MODEMS  
FOR RMO: \$22k****2020 REPLACE TRUCK: 100%**

**Goal****Progress Update**

↳ Budget - 2020 REPLACE TRUCK: \$50k

2021 INFRASTRUCTURE LINE REPLACEMENT: 100%

2021 RMO STATION REPLACEMENT PLAN RESE: 100%

2021 REPLACE TRUCK - removed: 100%

2021 REFURBISH TRUCK BOX: 100%

2022 INFRASTRUCTURE LINE REPLACEMENT: 100%

2022 RMO STATION REPLACEMENT PLAN: 100%

2022 MAPPING UNIT: 100%

2022 REPLACE TRUCK - removed: 100%

2022 REFURBISH TRUCK BOX: 100%

2023 INFRASTRUCTURE LINE REPLACEMENT: 100%

2023 RMO STATION REPLACEMENT PLAN RESE: 100%

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

2023 REFURBISH TRUCK BOX: 100%

**Documentation of jobs****Daily Vehicle Inspections****Pre job meetings****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

Goal	Progress Update
<b>Undertake On-Call</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Employees continue to be on call for after hours issues that may arise.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>RMO Checks</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> -Check each RMO weekly as part of our regular maintenance. This ensures we can rectify any issues as they arise.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Complete Invoicing</b>	
<b>Clean truck</b>	
<b>Tool Box meeting</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Started attending the toolbox meetings at the beginning of the week.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Magazine check</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Complete explosives magazine inventory monthly</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>

Goal	Progress Update
<b>Odor sample</b>	<p><b>Daniel Moric:</b>            Achievements: Monthly odorant intensity checks ( 20 locations )</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2021/10/05</p>
<b>Main Office Safety Meeting</b> <b>Meter readings</b>	<p><b>Daniel Moric:</b>            Achievements: Collect meter readings monthly for customer billing</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2021/10/05</p>
<b>Vehicle maintenance</b>	<p><b>Daniel Moric:</b>            Achievements: -Complete vehicle/equipment maintenance as required.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2021/10/05</p>
<b>Strategic plan</b> <b>Equipment maintenance</b>	
<b>Leak detection</b>	<p><b>Daniel Moric:</b>            Achievements: <i>No value</i></p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>            2022/06/13</p>



**Goal****Progress Update****Job Interviews****Daniel Moric:**

**Achievements:** - Seasonal position ad closing on June 14th at 4 PM. Will be reviewing resumes and arranging interviews.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/06/13

**Employee evaluations****Daniel Moric:**

**Achievements:** Completed

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

**PFM check****Daniel Moric:**

**Achievements:** Check Pressure Factor Measurement (PFM) on meter sets measuring above 1 PSI, as required by Measurement Canada. Will be sending the yearly PFM report to MC in January for the year 2021. They audit our PFM reporting every 3 years and complete a scheduled site visit to ensure correct metering practices are followed.

**Challenges:** *No value*

**Next Steps:** *No value*

2021/12/08

**Public building inspections****Daniel Moric:**

**Achievements:**  
Completed our public building inspections in June.

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

**Goal****Progress Update****Cathodic protection****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

**Tetler bag samples****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

**Hydro Axing****Wash and bleach all equipment.****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

**Maintain Facilities.****Automatic Meter Readings****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

Goal

Progress Update

2020 CARRY OVER RMO  
STATION PROJECT: 100%

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

(GAS) Training Event Form 2022



5.1.i

ENVIRONMENT & PARKS PLAN

(E&P) COMMUNITY SERVICES

Goal	Progress Update	Current Completi...
<b>Parks and Recreation Work Plan: 100%</b>	<b>Dave Franchuk:</b> Achievements: <i>No value</i> Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/03/10	22% 22 / 100% 41% behind

**(E&P) INFRASTRUCTURE**

Goal	Progress Update	Current Completi...
<p><b>Administrative Activity (E&amp;P): 100%</b></p>	<p><b>Dave Franchuk:</b></p> <p><b>Achievements:</b> For Reporting period from June 10 to Aug 8, 2022</p> <p>June 13 Managers meeting and Riverland Recreational Trail Association meeting.</p> <p>June 15 Joint Health and Safety meeting.</p> <p>June 16 Evergreen meeting.</p> <p>June 17 Environment and Parks utility meeting.</p> <p>June 20 Managers meeting.</p> <p>June 27 Managers meeting.</p> <p>July 4 Managers meeting.</p> <p>July 11 Riverland Recreational Trail Society meeting</p> <p>July 18 Managers Meeting.</p> <p>July 21 Joint Health and Safety meeting, and Evergreen meeting.</p> <p>July 25 Managers meeting.</p> <p>July 30 Town of Smoky Lake parade.</p> <p>Aug 2 Managers meeting.</p> <p>Aug 8 Managers meeting and Riverland Recreational Trail Society meeting.</p> <p>Aug 9 Capital Budget meeting.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><i>2022/08/08</i></p>	<div style="background-color: #e67e22; color: white; padding: 20px; text-align: center;"> <p>96%</p> <p>96 / 100%</p> <p>60% ahead</p> </div>

Goal	Progress Update	Current Completi...
<b>Council Member Inquiry: 100%</b>	<p><b>Dave Franchuk:</b></p> <p><b>Achievements:</b> Reporting period from May 12 to June 10, 2022. No Council Member inquires during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/06/10</p>	<p>95% 95 / 100% 32% ahead</p>
<b>Parks and Recreation: 100%</b>	<p><b>Dave Franchuk:</b></p> <p><b>Achievements:</b> Reporting period from June 10 to Aug 8, 2022</p> <p>June 10 Landscaping and pulling weeds at front office, spray for weeds, cut grass move picnic tables to Mons Lake.</p> <p>June 13 Cut grass at Warspite and start cutting grass at Spedden</p> <p>June 14 Cut grass at Spedden, lake and trail maintenance empty garbage.</p> <p>June 15 Chain saw course then cut leanners at Bellis Beach then Hanmore Lake.</p> <p>June 16 Tend to leaning trees at Hanmore and Island lake.</p> <p>June 17 Victoria trail and 855 site maintenance, remove garbage. Pick up trees and branches at Hanmore and Bonnie Lakes.</p> <p>June 20 Haul 2 loads of dirt to School. and Install swim dock at Hanmore and Mons Lakes.</p> <p>June 21 Cut grass at Bellis and Spedden.</p> <p>June 22 Cut grass at Birchland and sunrise resorts.</p> <p>June 23 Cut grass at Bellis. Cut and split and deliver 2 loads of fire wood for Smoky Lake campsite.</p> <p>June 24 Cut grass at Bonnie Lake, maintenance and garbage removal, Tree removal at Island and Hanmore Lakes.</p> <p>June 27 Continu w cutting grass at Bonnie lake then tend to fallen trees on trail.</p> <p>June 28 Digging under Texas gates on trail due to cows crossing Put up swimming rope at Bonnie Lake, Cut grass at Bellis Beach.</p> <p>June 29 Outhouse maintenance, cut grass in Victoria trail sites, Move picnic table to Vet clinic.</p> <p>June 30 Cut grass Victoria trail sites and then at Warspite.</p> <p>July 3 Dig under the Texas gate to avoid cows from coming out.</p> <p>July 4 Cut grass at Warspite and Mons lake, started to rain so tend to maintenance on mowers.</p> <p>July 5 Digging under Texas gates, pick thistle at Mons Lake, Trail sign repairs.</p> <p>July 6 Regular maintenance/garbage removal down trail and hamlets.</p> <p>July 7 Rototill sand at playgrounds at Warspite, Spedden, Bellis, and Bonnie Lake.</p> <p>July 8 Dig around texas gate on trail and tend to fallen trees at kaduik. Cut grass at Bellis.</p>	<p>95% 95 / 100% 32% ahead</p>

- July 11 Continue to cut grass at Bellis and start at Mons Lake.
- July 12 Cut grass at Mons lake.
- July 13 Cut grass at Bonnie Lake. Tend to weeds at the main office.
- July 14 Cut grass at Warspite and tend to garbage at Mons Lake.
- July 15 Cut grass at Victoria trail sites and finish up at Warspite.
- July 18 Complete cutting grass on Victoria trail sites, start working on the float.
- July 19 Work on parade float, repair municore signs. Dig under texas gate, cattle out again.
- July 20 Regular maintenance/garbage removal at hamlets and trail.
- July 21 Move dock and repair boat launch, and replace a picnic table at Mons Lake.
- July 22 Work on parade float and maintenance and repairs on saws and mowers.
- July 25 Cut, split and deliver 4 loads of wood to the Smoky Lake Campsite, then cut grass in Bellis.
- July 26 Cut crass at Warspite then office.
- July 27 Assist with tables at rodeo grounds and cut grass.
- July 28 Cut grass at rodeo grounds and work on parade float.
- July 29 Final touches on parade float and equipment repairs and maintenance.
- July 30 Float at the Smoky Lake parade, fun was had by all.
- Aug 2 Site maintenance/garbage/clean washrooms.
- Aug 3 Tend to fallen trees at Kaduil and Bellis Beach.
- Aug 4 Rainy day tend to down trees, trail inspection and Hamlet site maintenance/toilets and garbage.
- Aug 5 Rainy day repair picnic tables and trail inspection and maintenance, and tend to fallen trees.
- Aug 8 Digging out texas gate on trail, fallen trees at Hanmore and repairs on dock.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/08

Goal	Progress Update	Current Completi...
<p><b>Regional Water: 100%</b></p>	<p><b>Dave Franchuk:</b>  <b>Achievements:</b>  Reporting period from June 10 to August 8, 2022.</p> <p>June 14 Reset Regional PLC at Vilna. Remove accuator for repair of Ashmont valve.</p> <p>June 15 Assist Summit on Ashmont Control Valve.</p> <p>June 16 Assist Summit on Ashmont Control Valve.</p> <p>June 17 Whitefish lake Reservoir check.</p> <p>June 20 Tend to Whitefish Lake Analyzer issue dry out meter and analyzer and repair.</p> <p>June 22 Whitefish Lake check. Pump out RR 164 blowoff.</p> <p>June 23 Meet with Vector at Whitefish in regards to meter and analyzer.</p> <p>June 24 Cleanup at the Whitefish Lake reservoir.</p> <p>June 30 Calibrate Vilna and Spedden chlorine analyzers.</p> <p>July 4 Calibrate Waskatenau and Bellis chlorine analysers.</p> <p>July 7 Clean regional valve at Spedden.</p> <p>July 8 Check Spedden valve, Whitefish and vilna check. calbrate Vilna Chlorine analyzer.</p> <p>July 11 Check on Spedden, Whitefish, and Vilna. Tidy up and clean Spedden facility.</p> <p>July 14 Install dehumidifier at the Warspite Booster station.</p> <p>July 15 Tend to SCADA issues.</p> <p>July 18 Tend to Whitefish Lake reservoir SCADA issues due to power outage.</p> <p>July 19 Meet Vector at Egremont to tend to SCADA issues.</p> <p>July 20 Check on Whitefish Lake reservoir.</p> <p>July 3 Install new sensors on chlorine analyzers with Capital H2O .</p> <p>July 4 Continue to install new sensors on chlorine analyzers with Capital H2O.</p> <p>Summery: The regional system is in good operating order at time it could be challanging with elecrical outages due to the weather.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/10</p>	<p style="text-align: center;"><b>97%</b>  <b>97 / 100%</b>  34% ahead</p>



Goal	Progress Update	Current Completi...
<b>Training activity: 100%</b>	<p><b>Dave Franchuk:</b>  Achievements: Reporting period from June 10 to August 8, 2022.</p> <p>No formal training to report on during this reporting period.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/10</p>	<p>93%  93 / 100%  30% ahead</p>
<b>Waste Management: 100%</b>	<p><b>Dave Franchuk:</b>  Achievements: Reporting period from June 10 to August 8, 2022</p> <ul style="list-style-type: none"> <li>June 10 Repair signs at the Spedden Landfill.</li> <li>June 13 clean up electronics and oil containment area at the Bellis transfer station.</li> <li>June 15 Install baracade at the Spedden landfill to prevent people going down the pit and getting stuck due to rain.</li> <li>June 16 Replace propane heater at the Spedden transfer station attendant shack.</li> <li>June 17 Had Back hoe clean up dumping face at the Spedden landfill.</li> <li>June 21 Pic up discarded furniture and scattered garbage south of Spedden.</li> <li>June 22 Install Valve on waste cell discharge at the Spedden landfill.</li> <li>June 23 light burn pits and monitor at Spedden landfill then Bellis transfer station.</li> <li>June 24 Set up and clean new toilet at the Spedden transfer station.</li> <li>June 27 Light burn pits and monitor at the Smoky Lake transfer station.</li> <li>June 28 Clean up recycle oil containment area and purge the take it or leave it shack at the Smoky Lake transfer station.</li> <li>June 29 Pick up open garbage bags north of Vilna rake up extra debris.</li> <li>July 4 Collect all floresent tubes and store at the Smoky Lake transfer station.</li> <li>July 5 Move electronics to the Smoky Lake sites, discard old wooden cabinate TVs.</li> <li>July 6 Continue to move large TVs and electronics.</li> <li>July 7 Skidsteer cut grass at the Smoky Lake site</li> <li>July 8 Cut grass at the Spedden site and move TVs to Smoky Lake sea can.</li> <li>July 11 Skid steer finish cutting grass at Spedden and move to Bellis transfer station.</li> <li>July 13 Weed wake at the Bellis and Smoky Lake sites and put up shelves at the take it or leave it shacks.</li> <li>July 14 Pick up garbage and construcion waste in the ditch around mons lake.</li> <li>July 18 Have skid steer clean up around bin sites.</li> </ul>	<p>94%  94 / 100%  31% ahead</p>

Progress Update

Current Completi...

- July 19 Take out tires and other recycleables out of bins at the 855 bin site.
- July 21 Skid steer push up burn pits and cut grass at the Vilna transfer station.
- July 27 Pull out tires and electronics at the Hill side acres bin site, clean up around bins.
- Aug 3 Clean out discarded furniture at the Warspite bin site.
- Aug 8 Repair gate at the Mons lake bin site.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/08/10

Goal	Progress Update	Current Completi...
<b>Waste Water: 100%</b>	<p><b>Dave Franchuk:</b></p> <p><b>Achievements:</b> Reporting period from June 10 to August 8, 2022.</p> <p>June 10 Update Warspite water Standard operating proceeedures.</p> <p>June 13 Cut grass and trim weeds around water facilities. And continue updating Warspite Standard Operating Proceeedures.</p> <p>June 14 Assist Vilna with pump control issue.</p> <p>June 15 Reset alarms at Warspite went off over night.</p> <p>June 16 Disassemble and clean singer valve at the Spedden water facility. Order credit card reader for Spedden truckfill.</p> <p>June 21 Spedden truckfill loosing prime, so repair small leak.</p> <p>June 22 Reset Spedden truckfill card reader.</p> <p>June 24 Tidy and clean Warspite water facility, wash floor.</p> <p>June 28 Replace impellers at the Waskatenau raw water truckfill.</p> <p>July 5 Replace and program multi ranger level control at the Waskatenay raw water truckfill.</p> <p>July 7 Tidy and wash floor at the Bellis potable water truckfill.</p> <p>July 8 Assist Electrician at the Bellis raw water truckfill.</p> <p>July 12 Repair CC valve at Warspite.</p> <p>July 13 Rebuild pump at the Bellis raw water truckfill.</p> <p>July 18 Check all water facilities due to electical storm and power outages.</p> <p>July 22 Repair leaky hose at the Waskatenau raw water truckfill.</p> <p>July 25 Test back up generator for gas pressure and troubleshoot and reset, then test.</p> <p>Aug 4 Assist with HMI installation at Warspite.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/08/10</p>	<div style="text-align: center;"> <p><b>96%</b></p> <p><b>96 / 100%</b></p> <p><b>33% ahead</b></p> </div>

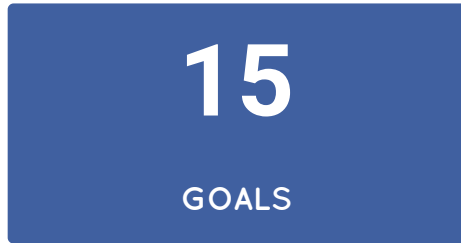
Goal	Progress Update	Current Completi...
<p><b>Water Activity: 100%</b></p>	<p><b>Dave Franchuk:</b></p> <p><b>Achievements:</b> Repoting period from May 12 to June 10, 2022.</p> <p>May 13 Install water meter at Warspite residence.</p> <p>May 16 Meet with flow point at Spedden, truck fill credit card reader not working. Meter reading at Warspite.</p> <p>May 17 Replace washer on back flow preventer at Spedden truckfill. Collect water samples from vilna reservoir and send to lab.</p> <p>May 19 Repair Valve at the Waskatenau truck fill. Repair PRV at the Bellis Raw truck fill.</p> <p>May 20 Reserch online for valve repair kit and order treatment supplies.</p> <p>May 24 Adjust PRV and Fire pump at Warspite water station.</p> <p>May 25 Rebuild singer valve at Warspite.</p> <p>May 30 Warspite water meter reading, update flushing proceedures.</p> <p>May 31 Clean out backflow preventer at the Bellis potable water truckfill.</p> <p>June 2 Update truckfill system and add on prepayments.</p> <p>June 7 Replace hose at the Bellis truckfill and repair small leak.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p><i>2022/06/10</i></p>	<p style="text-align: center;"><b>97%</b> <b>97 / 100%</b> <b>34% ahead</b></p>

(E&P) BUSINESS AS USUAL

Goal	Progress Update	Current Completi...
BAU Environment Actions		0% -



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### AGRICULTURAL SERVICE BOARD PLAN

#### (ASB) PHYSICAL ENVIRONMENT

Goal	Progress Update	Current Com...	Start Date	Due Date
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Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Administrative Activity 2022: 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• ASB Meeting June 17th</li> <li>• Departmental Meeting June 20th</li> <li>• Trees, Pests and Weeds Workshop in Fort Kent June 23rd</li> <li>• Submitted Farm Family Award nomination</li> <li>• Enclosed trailer unit 454 was posted for sale on Kijiji and Autotrader June 29th</li> <li>• Receive ratepayer complaints for mowing and weeds</li> <li>• Northeast AAAF Meeting July 13th</li> <li>• ASB Meeting prep August 2, 3, 4</li> <li>• Capital Budget discussion August 9th</li> <li>• Attended LARA Smoky Lake Summer Field Day August 10th - 4 councilors and ASB staff attended as well as 6 residents.</li> <li>• Showed Unit 454 (enclosed trailer) on August 15th</li> <li>• Budget prep for capital purchases</li> <li>• Surface Lease of Municipally-Owned Properties policy meeting August 22</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/02</p>	<div style="background-color: #2e7d32; color: white; padding: 10px; text-align: center;"> <p>80%</p> <p>80 / 100%</p> <p>71% ahead</p> </div>	2022/08/02	2022/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
<b>ASB Environmental Services 2022:</b> <b>100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• LARA Summer Field Days <ul style="list-style-type: none"> <li>◦ Fort Kent: July 21</li> <li>◦ Lac La Biche: July 27</li> <li>◦ St. Paul: August 4</li> <li>◦ Smoky Lake: August 10</li> </ul> </li> <li>• Increasing Forage Efficiency and Reducing Costs While Improving Soil Health Using Annual and Perennial Forages workshop July 26th</li> <li>• Discover Organics workshop August 9th</li> <li>• Had a check-in call with Amanda on July 11th - discussed getting signage out at the Smoky Lake plot site. Tori hung Smoky Lake Field Day posters at all ag retailers in the county</li> <li>• Attended LARA Smoky Lake Summer Field Day August 10th - 4 councilors and ASB staff attended as well as 6 residents.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2022/08/02</i></p>	75% 75 / 100% 24% behind	2017/12/31	2022/12/31



Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Council Member Inquiry 2022: 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>Request June 7th re: Beaver work done on White Earth Creek in 2021. Result: Amanda replied June 8th that 6 beavers were removed and 3 dams blasted east of RR164, dropping the water level aprox. 2 ft in 2021 at the problem location.</li> <li>Request July 18th re: oxeye daisy in the Vilna area and weeds along the highways. Result: Tori spoke with landowner on July 19th to hear his concerns and let him know that highway weed locations were already submitted to AB Transportation and they would be spraying and mowing.</li> <li>Request July 28th re: mowing complaint that the grass in the ditch is extremely long and is a visibility issue. Result: Amanda spoke with ratepayer on July 29th to explain the Counties mowing policy and give an estimate when the mower would be getting to his area.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/02</p>	<div style="background-color: #2e8b57; color: white; padding: 10px; text-align: center;"> <p>95%</p> <p>95 / 100%</p> <p>3% ahead</p> </div>	2017/12/31	2022/12/31
<b>Crop Surveying 2022: 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>Bertha Armyworm traps were set up in 3 canola locations across the county on June 7th and were taken down July 26th. Bertha numbers were very low throughout the monitoring period not reaching the 300 threshold</li> <li>1 Swede Midge trap location continues to be monitored until harvest</li> <li>Grasshopper surveys on behalf of Alberta Agriculture completed week of August 15th</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>Canola and wheat head survey for AB Ag</li> <li>Clubroot inspections</li> </ul> <p>2022/08/02</p>	<div style="background-color: #e67e22; color: white; padding: 10px; text-align: center;"> <p>60%</p> <p>60 / 100%</p> <p>32% behind</p> </div>	2017/12/31	2022/12/31

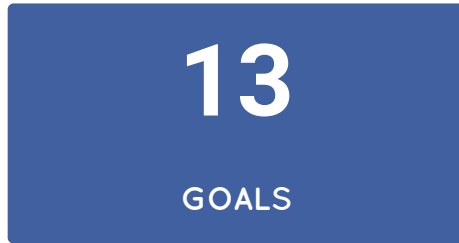
Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Mowing Activity 2022: 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Non-herbicide mower started June 13th with roadside prep prior to mowing for July 1st long weekend</li> <li>• Zone 1 Mower began mowing in the North this year</li> <li>• Zones 2 and 3 Mowers began mowing in the South this year</li> <li>• Lakelots received 2 mowing passes prior to the July and August long weekend as per policy</li> </ul> <p><b>Challenges:</b> Mowing is very slow going come July as the grass is very long - becomes a sightline issue for the motoring traffic.</p> <p><b>Next Steps:</b> <i>No value</i> 2022/08/02</p>	<p>70% 70 / 100% 22% behind</p>	<p>2017/12/31</p>	<p>2022/12/31</p>
<b>Pest Control 2022: 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Since June 17th report for council: <ul style="list-style-type: none"> <li>◦ 32 beavers</li> <li>◦ 2 pond levelers installed</li> </ul> </li> </ul> <p><b>Challenges:</b> DFO and AB Environment submissions to allow blasting continue to be an issue in getting work completed.</p> <p><b>Next Steps:</b> <i>No value</i> 2022/08/02</p>	<p>0% 0 / 100% 92% behind</p>	<p>2017/12/31</p>	<p>2022/12/31</p>
<b>Problem Wildlife (Beaver Control) 2022</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Since June 17th report for council: <ul style="list-style-type: none"> <li>◦ 32 beavers</li> <li>◦ 2 pond levelers installed</li> </ul> </li> </ul> <p><b>Challenges:</b> DFO and AB Environment submissions to allow blasting continue to be an issue in getting work completed.</p> <p><b>Next Steps:</b> <i>No value</i> 2022/08/02</p>	<p>60% 60% ahead</p>	<p>2020/01/01</p>	<p>2022/12/31</p>

Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Spraying 2022: 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Brush spraying has been completed for the season</li> <li>• Noxious weed spraying began July 18th - spraying noxious weeds in ditch missed by herbicide mowers as well as complaints throughout the county</li> <li>• Glyphosate was applied in 3 locations for shoulder pulls as directed by public works</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/02</p>	72% 72 / 100% 20% behind	2017/12/31	2022/12/31
<b>Training Activity 2022: 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements: Amanda, Tori and Kierstin attended a Trees, Pests &amp; Weeds Workshop hosted by the MD of Bonnyville on June 23rd.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/02</p>	84% 84 / 100% 8% behind	2017/12/31	2022/12/31
<b>Weed Control 2022: 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• 515 Weed Inspections on private land completed as of August 4th</li> <li>• Black Henbane weed awareness visual went out in the June gas bills <ul style="list-style-type: none"> <li>◦ hand picked 8 garbage bags of henbane from ditch on RR153</li> </ul> </li> <li>• Lake lot weed awareness prior to July long weekend</li> <li>• Hand picked prohibited noxious Hoary Alyssum from ditch on TWP584 and sprayed along a fenceline</li> <li>• Weed Inspected all highways in the county for severe noxious weed patches on July 15th. Locations were submitted to AB Transportation on July 18th (weed notices were not required this year). Contractors were out spraying on July 20th as well as mowers have begun a shoulder mowing pass of HWY28</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/02</p>	85% 85 / 100% 7% behind	2017/12/31	2022/12/31
→ <b>Weed Inspections (Copy) 0 Inspection(s)</b>		101% -	2021/01/01	2021/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
Safety Activity 2022	<p><b>NEW</b> Carleigh McMullin:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• 3 Weed Inspectors received orientation</li> <li>• New Temporary Assistant Agricultural Fieldman received orientation</li> <li>• Have been attending weekly toolbox meetings</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/05/10</p>	76% 11% behind	2020/01/01	2022/12/31
Dog Catching 2022	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements: Since June 17th report for council:</p> <ul style="list-style-type: none"> <li>• 18 dog calls</li> <li>• 16 dogs picked up, 15 taken to dog pound</li> </ul> <p>Challenges: Dog call always pick up after the long weekends when people are shooting off fireworks at lake resorts.</p> <p>Next Steps: <i>No value</i> 2022/08/02</p>	0% -	2021/10/05	2022/12/31
→ Dog Catching Phone Calls 2022 0 Call(s)		101% 38 Call(s) ahead	2021/01/01	2022/12/31
→ Dog Catching Success 2022 0 Dog(s)		101% 6 Dog(s) ahead	2021/01/01	2022/12/31
ASB Environmental Services 2022: 100%		0% 0 / 100% 81% behind	2021/01/01	2022/12/31



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### CAROLE DOWHANIUK

#### ON TRACK

Goal	Progress Update	Tasks	Current Completion
(GIS) Training Event Form 2022			On Track 33%
GIS Tasks: 100%			On Track 58% 58 / 100%
→ GIS Data Input	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Add Road Use Agreements</li> <li>• Add new and replaced culverts</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/08/15</p>		On Track 0%

Goal	Progress Update	Tasks	Current Completion
<p>→ County Website Tool – MuniSight- GIS Site Validation</p>	<p><b>Carole Dowhaniuk:</b>  <b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Smoky Lake County online public connection with MuniSight has had 269,678 visits from May 31, 2018 – August 15, 2022. <ul style="list-style-type: none"> <li>◦ from June 14, 2022 to August 15, 2022 (62 days) total visits were 13,689.</li> </ul> </li> <li>• Regional online public connection with MuniSight has had 109,350 visits from May 31, 2018 – August 15, 2022. <ul style="list-style-type: none"> <li>◦ from June 14, 2022 to August 15, 2022 (62 days) total visits were 1,466.</li> </ul> </li> <li>• Verify quality assurance on Public Site.</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/15</p>		<p>On Track  <b>95%</b></p>
<p>→ GIS Data Analysis</p>	<p><b>Carole Dowhaniuk:</b>  <b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Assist – Public Works – Query of Data for strategic planning <ul style="list-style-type: none"> <li>◦ Proposed signs</li> </ul> </li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/08/15</p>		<p>On Track  <b>94%</b></p>
<p>→ GIS – Data collection MuniSight/Mobile App</p>	<p><b>Carole Dowhaniuk:</b>  <b>Achievements:</b></p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>• continue working with staff on updating missing Address Signs in our GIS</li> <li>• continue working with departments with updates.</li> <li>• update pictures of sign changes</li> <li>• add new sign installs</li> </ul> <p>2022/08/15</p>		<p>On Track  <b>91%</b></p>

Goal	Progress Update	Tasks	Current Completion
<p>→ <b>Map Sales 2022: 6 Map(s)</b></p>	<p><b>Carole Dowhaniuk:</b>  <b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• 4 Maps sold from June 13, 2022 - August 15, 2022</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2022/06/13</p>		<p>On Track  <b>350%</b>  <b>21 / 6 Map(s)</b></p>
<p>→ <b>Input Spatial Data</b></p>	<p><b>Carole Dowhaniuk:</b>  <b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Add Road Use Agreements</li> <li>• Add new culvert installs and replacements</li> <li>• Add Crown and Grazing lease layers</li> <li>• Add Heritage Sign Symbol</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>• Digitize Gas Taps prior to Annual Gas Dept GIS Review</li> </ul> <p>2022/08/15</p>		<p>On Track  <b>62%</b></p>

Goal	Progress Update	Tasks	Current Completion
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↳ GIS Work Schedule

**Carole Dowhaniuk:**

**Achievements:**

- Resolve port access issues and reestablish Server access with our IT and MuniSights IT
- Follow up with GPS installations Mark/Titan
  - no scheduled dates from Mark for 101C and 110
- review and print spring 2022 land ownership map.
  - update main office and shop locations
  - update website
- Follow up with progress of planner software

On Track  
58%

**Challenges:** *No value*

**Next Steps:**

- Schedule Gas Review - March/April- move to May/June
- New Layer - Alberta Landforms-delayed (project started August 15)
- Riparian data from the Watershed Alliance (Riparian Prioritization, Riparian Catchment Pressure, and Riparian Intactness)delayed(project not started yet)

2022/08/15

**Smoky Lake Region (GIS): 100%**

**Carole Dowhaniuk:**

**Achievements:**

- Review June and July's General Service Hour Report and distribute report.
- Assist the Town with new user roles and permissions.
- Assist the Town with mobile devices for data collection.

On Track  
62%  
62 / 100%

**Challenges:** *No value*

**Next Steps:**

- Review August's General Service Hour Reports and distribute report.

2022/08/15



Goal	Progress Update	Tasks	Current Completion
<b>Training (GIS): 100%</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Training in ALL-Net Service Tracker <ul style="list-style-type: none"> <li>◦ In house training sessions and review with Managers</li> </ul> </li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Assist with training for AMP V2</li> <li>• Assist with training for Planner</li> </ul> <p><i>2022/08/15</i></p>		<p>On Track  <b>61%</b>  <b>61 / 100%</b></p>
<b>Council Member Inquiry (GIS): 100%</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• No requests or inquiries we received during this reporting period.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2022/08/15</i></p>		<p>On Track  <b>62%</b>  <b>62 / 100%</b></p>
<b>ALL-NET Service Tracker – Pilot Project</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• <i>Request for Decision (RFD) was prepared for the June 23, 2022 Regular County Council Meeting</i> <ul style="list-style-type: none"> <li>◦ 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. <ul style="list-style-type: none"> <li>◦ Attachment from Municipal District of Taber</li> <li>◦ Attachment form City of Fort Saskatchewan</li> </ul> </li> </ul> </li> <li>• <i>JUNE 23, 2022</i> <p style="text-align: center;">That Smoky Lake</p> <p>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-</p> </li> </ul>		<p>On Track  <b>25%</b></p>

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.

- **Implementation:**

- Set up User Roles and Permissions
- Set up Service request (categories and types)
- Testing and training was completed by Admin and the management team.
- Enter all council requests from January 1, 2022 - July 22, 2022.
- Training was provided to council July 27, 2022
  - council started entering there requests through Service tracker, requests@smokylakecounty.ab.ca is no longer in use during this pilot project.
  - council can now see all there requests and can generate reports pertaining to there's only.
  - Jenna will no longer have to follow any requests or generate a report for the monthly departmental meeting.
  - council did not see the need for monthly reports and can request any reports during the trial period. Reporting period will be discussed after the trail period.

**Challenges:**

- Council was not receiving email notifications during the training session.
  - (requests@smokylakecounty.ab.ca) has tight restrictions and was blocking any emails coming in from All-Net Service Tracker. Will resolved the issue July 28th
- Numerous duplicate email notifications were sent out to everyone listed under (requests@smokylakecounty.ab.ca)
  - requests@smokylakecounty.ab.ca was removed from the users and the emails with there individual names is now being used. The issue is now resolved.
  - the person receiving the request will now have to add the council members, Gene and Lydia to the tracking list by checking off there

names.

- when a manager sends a request pertaining to there department, they will have to go back to the request once submitted to add all council members, Gene and Lydia to the tracking list.

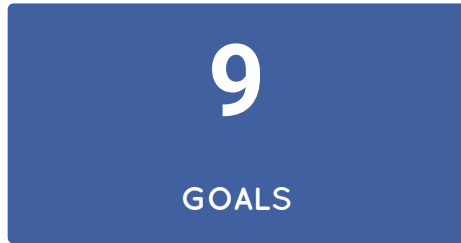
**Next Steps:**

- Follow up with the Management team August 22, 2022
  - review and feed back of Service Types and categories.
  - follow up if anyone needs any assistance with the software
- Follow up with Council August 23, 2022 at the departmental meeting
  - feed back and follow up if anyone needs assistance with the software

*2022/08/15*



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### EVONNE ZUKIWSKI

Goal	Progress Update	Current Compl...
<b>Administrative Activity (COM): 100%</b>		100% 100 / 100%
→ Council Member Request/ Inquiries 0 Request(s)	<p><b>NEW Evonne Zukiwski:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Shared RMA Internet Speed Test survey on social media- August 2, 2022</li> <li>• Scheduled Provincial ASB website awareness on social media (scheduled for August 5, 2022)- August 2, 2022</li> <li>• Emailed County Scholarship Opportunities webpage link to principals of H.A.K, Vilna and Waskatenau schools- August 9, 2022</li> </ul>	101%
→ Meetings Attended 0 Meeting(s)	<p><b>NEW Evonne Zukiwski:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Virtually attended Joint Health and Safety Committee Meeting- June 15, 2022</li> <li>• Virtually attended County Departmental Meeting- June 20, 2022</li> <li>• Virtually attended County Council Meeting- June 23, 2022</li> </ul>	101%
<b>Communication Activity (COM): 100%</b>		0% 0 / 100%
→ Website Updates 0 Update(s)	<p><b>NEW Evonne Zukiwski:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Updated Municipal Committee list- June 13, 2022</li> <li>• Posted Bylaws (1417-22, 1416-22, 1413-22, 1415-22, 1412-22, 1411-22)- June 13, 2022</li> </ul>	101%

- Added 2022 Tax Rates Bylaw- June 15, 2022
- Updated Bylaw 1272-14- June 15, 2022
- Removed Natural Gas labourer ad- June 15, 2022
- Added/ updated Bylaws (1383-20, 1408-22)- June 20, 2022
- Updated Planning & Heritage webpages (requested by Planning dept.)- June 20, 2022
- Added AAAAF and Fed. Gas bursary's to webpage list- June 21, 2022
- Posted Reeve's Report- June 23, 2022
- Posted policies: 1-M-28-01, 1-M-17-01- June 27, 2022
- Posted trailer for sale ad0 June 27, 2022
- Added Equipment for Sale as website notice- June 27, 2022
- Posted updated Trailer for Sale ad on Equipment for Sale page and as notice- June 29, 2022
- Posted Policy M01-15- June 30, 2022
- Posted July Grapevine- July 4, 2022
- Posted July Calendar- July 4, 2022
- Added July calendar meeting links to website calendar- July 4, 2022
- Added Scholarship opportunities as website notice- July 4, 2022
- Posted Fire Services Clerk ad- July 5, 2022
- Updated webpages for Planning dept.- July 7, 2022
- Updated 5 year Road Plan policy- July 7, 2022
- Updated Bylaws (to signed Bylaws: 1344-19, 1347-19, 1306-17, 1309-18, 1320-18, 1316-18, 1365-20, 1367-20, 1382-20)- July 7, 2022
- Posted June Council activities calendar- July 11, 2022
- Updated contact information for Hanmore & Island Lake on website to include online reservation link- July 14, 2022
- Posted 2021 Annual Report- July 14, 2022
- Added White Earth Creek Flooding lobbying letter- July 15, 2022
- Posted August calendar- August 2, 2022
- Added August meetings links to website calendar- August 2, 2022
- Uploaded Bylaws (1318-18, 1353-19, 1404-21, 1400-21, 1399-21, 1342-19)- August 2, 2022

- Posted Public Hearing notice (for Bylaw 1423-22)- August 2, 2022
- Posted 2021 RCDC report card- August 2, 2022
- Updated Municipal Committees List- August 2, 2022
- Posted Métis Crossing solar project new release as notice- August 2, 2022
- Posted North Saskatchewan River nomination press release as notice- August 3, 2022
- Posted August Grapevine- August 8, 2022
- Posted July Council activities calendar- August 12, 2022

• **Website Stats**

June 10, 2022 to August 12, 2022

- Average of 82 page views per day
- Top pages viewed:
  - Home Page (includes website notices)
  - Maps
  - Employment Opportunities
  - Transfer Station Hours

→ **Communications for Departments 0 Ad(s) Created**

**NEW Evonne Zukiwski:**

**Achievements:**

- Created new Trailer for Sale ad- June 28, 2022
- Created and emailed Fire Services Clerk employment ad to Redwater Review - July 5, 2022
- Created social media ad for employment opportunities available (Fire Services Clerk)- July 5, 2022
- Created Office Closed for August long weekend posters- July 11, 2022
- Created Office Closed for September long weekend posters- August 4, 2022

101%

→ **Produce & Distribute Grapevine: 12 Newsletter(s)**

**NEW Evonne Zukiwski:**

**Achievements:**

- Completed and published July 2022 Grapevine. Emailed to the Redwater Review for publishing July 6, 2022- June 29, 2022
- Completed and published August 2022 Grapevine. Emailed to the Redwater Review for publishing August 10, 2022- August 3, 2022

67%  
8 / 12  
Newsletter(s)

→ **Social Media Posts 0 Post(s)**

**NEW Evonne Zukiwski:**

101%

**Achievements:**

- Shared LARA Organics event- June 20, 2022
- Scheduled LARA Forage event (scheduled for June 23, 2022)- June 20, 2022
- Scheduled LARA Field Day tour event (scheduled for June 28 & July 13, 2022)- June 20, 2022
- Scheduled Assessment Appointments (scheduled for July 4, 2022)- June 27, 2022
- Scheduled Trailer for Sale ad (scheduled for June 28, July 5, July 11, 2022)- June 27, 2022
- Scheduled Fireworks Permits reminder (scheduled for July 6, 2022)- June 27, 2022
- Scheduled LARA Field Tour (scheduled for July 26 & August 2, 2022)- June 27, 2022
- Scheduled Scholarship Opportunities (scheduled for July 20 & August 17, 2022)- June 27, 2022
- Scheduled Bertha Armyworm Maps information (scheduled for July 8, 2022)- June 27, 2022
- Posted trailer for sale ad on Waskatenau, Smoky Lake Buy/Sell Facebook sites- June 28, 2022
- Removed all Trailer for Sale ads and postings (clarification was needed on selling parameters)- June 28, 2022
- Scheduled updated Trailer for Sale ad (scheduled for June 29, July 5, July 11, 2022)
- Posted Trailer for Sale ad on Waskatenau, Smoky Lake, St. Paul and Vilna Buy/ Sell Facebook sites- June 29, 2022
- Posted found dog (picked up by Trevor Cameron) on social media- July 4, 2022
- Scheduled Fire Services clerk ad (scheduled for July 6, July 15 & July 25, 2022)- July 4, 2022
- Scheduled offices closed for August long weekend (scheduled for July 27, July 29 & August 1, 2022)- July 11, 2022
- Shared RMA Internet Speed Test survey (Council Request)- August 2, 2022
- Scheduled ASB website awareness (scheduled for August 5, 2022; Council Request)- August 2, 2022
- Shared Métis Crossing Solar Project news release- August 2, 2022
- Scheduled Public Hearing Notice for Bylaw 1423-22 (scheduled for August 3 & August 19, 2022)- August 2, 2022
- Shared North Saskatchewan River nomination press release- August 3, 2022
- Posted found dog (picked up by Trevor Cameron)- August 3, 2022
- Scheduled Snow Clearing policy update notice (scheduled for August 8, 2022)- August 4, 2022
- Scheduled Treaty 6 Day (scheduled for August 23, 2022)- August 4, 2022

Progress Update

Current Compl...

- Scheduled Congratulations to Village of Vilna (scheduled for August 20, 2022)- August 4, 2022
- Scheduled Ukrainian- Canadian Day (scheduled for September 7, 2022)- August 4, 2022
- Scheduled Back-to-School Bus Safety (scheduled for August 29 & September 6, 2022)- August 4, 2022
- Scheduled Offices closed for Labour Day (scheduled for August 29 & September 6, 2022)- August 4, 2022
- Shared LARA Jimmy Emmons and Discover Organics events- August 4, 2022
  
- **Social Media Stats:**
- Facebook
- Total Fans - 1,612 (Gained 26 new fans and had 4 page 'unlikes' since last reporting period)
- Top posts and interactions:
  - Found dog post
  - Fire Services Clerk employment opportunity
  - Snow Clearing Policy Update
- Twitter
- Total Followers - 1,150 (Increase in 4 followers since last reporting period)
  - Most engaged post: Assessment Appointment Notice

→ County Annual Report 0 Report(s) Requested

**NEW** Evonne Zukiwski:

Achievements:

- Printed, bound and prepared Annual Reports for mailing- July 14, 2022
- Emailed 2021 Annual Report to ratepayers that requested- July 14, 2022
- Annual Report Distribution:
  - Mailed to ratepayers- 49
  - Council- 20
  - Emailed to ratepayers- 6
  - Requested for pickup at office by ratepayer- 4

101%



Goal	Progress Update	Current Compl...
→ Policy Development 0 Policy(ies)	<b>NEW Evonne Zukiwski:</b> Achievements: <ul style="list-style-type: none"> <li>Completed draft of RFD for Social Media policy- August 9, 2022</li> </ul>	100%
→ FOIP/ Access to Information Requests 0 Request(s)	<b>NEW Evonne Zukiwski:</b> Achievements: <ul style="list-style-type: none"> <li>FOIP Fee estimate research for submitted request- August 3, 2022</li> <li>Emailed draft Fee Estimate letter (template) to CAO and Assistant CAO- August 9, 2022</li> </ul>	101%

## Schedule "A"

## TRAINING EVENT



## SMOKY LAKE COUNTY

DEPARTMENT: Planning & Development

## REPORT

EVENT	NAME: <u>Re-imagining Rivers Symposium</u>	DATE: <u>June 14, 2022</u>
	ORGANIZATION: <u>The Centre for Constitutional Studies and the Environmental Law Centre</u>	LOCATION: <u>University of Alberta</u>
	<input type="checkbox"/> Seminar <input checked="" type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input type="checkbox"/> Workshop	
SUMMARY	<p><b>Contents:</b></p> <p>The Symposium was a one-day event, where a group of academics, municipal and other civil servants, and members of civil society groups will gather to examine the ways in which constitutional jurisdiction and legal rights impact the flourishing of the environment.</p> <p>We explored different conceptions of the river - as legal person, as agent, as relation. We also visited the North Saskatchewan River for some hands-on learning.</p> <p>I also attended a walk led by a City Ecological Planner, through the Central River Valley looking at the history of the valley, how planning decisions have impacted it over the years and the potential for it to become a National Urban Park.</p>	
RESULTS	<p><b>What I took away:</b></p> <p>This Symposium was the culmination of a year-long webinar series which has explored jurisdictional hurdles that impact the thriving of our environment, as well as innovative approaches to rethinking relationship with it.</p>	
WHY DID YOU ATTEND	<p><b>Benefits:</b></p> <p>The series has explored granting legal rights to the Magpie River, Indigenous jurisdiction and the environment, animals as legal beings: contesting anthropocentric legal orders, and law's relationship with the North Saskatchewan River.</p>	
COSTS	Mileage: \$ <u>0</u> Meals: \$ <u>0</u> Other: \$ <u>0</u> Lodging: \$ <u>0</u> Registration: \$ <u>0</u> <p style="text-align: right;">TOTAL: \$ <u>0</u></p>	
Prepared by Employee <b>Kyle Schole</b>		DATE: <b>June 14, 2022</b>
COUNCIL MEETING DATE: <b>June 23, 2022</b>		

## Schedule "A"

## TRAINING EVENT



## SMOKY LAKE COUNTY

DEPARTMENT: Fire Protective Services

## REPORT

EVENT	NAME: <u>Scott Franchuk</u> DATE: <u>May 29-31</u>
	ORGANIZATION: <u>Smoky Lake County</u> LOCATION: <u>Red Deer</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input checked="" type="checkbox"/> Conference <input type="checkbox"/> Workshop
SUMMARY	<p>Contents:</p> <p><b>Sunday, May 29</b></p> <ul style="list-style-type: none"> <li>- Fire Department members travelled into Red Deer for the start of the 2022 Conference.</li> <li>- Opening Ceremonies kicks off the conference with all members dressed in formal wear, followed right after with the Fallen Firefighter Memorial Service to allow the firefighters to pay their last respects to the members that are no longer with us.</li> <li>- With the conclusion of the Ceremonies the trade show opened up and welcomed the members.</li> </ul> <p><b>Monday, May 30</b></p> <p><b>Keynote Speaker: Dr. Jody Carrington</b></p> <ul style="list-style-type: none"> <li>- Dr. Carrington spoke about mental health among first responders and how we are making strides and breaking the stigma around mental health in first responders.</li> <li>- How "I am good, you are good" or "suck it up" is no long acceptable behavior.</li> <li>- Mental Health in first responders is an issue, add in the pandemic and members are at an all time high which is very concerning.</li> <li>- Dr. Carrington talked about how the leadership has to support and help members through this tough time.</li> <li>- 2021 statistics shows the highest rate for suicide is in men aged 25 – 44 years old.</li> </ul> <p><b>Trade Show</b></p> <ul style="list-style-type: none"> <li>- With 211 vendors, delegates had a chance to look at the new technology in equipment and the new fire apparatus being delivered to municipalities across western Canada.</li> <li>- Delegates also met their key contacts with each company and allowed for social networking.</li> <li>- We talked to the truck manufactures and wait times on new builds is a major issue, some trucks are taking up to 2 years to be completed.</li> <li>- Through the networking we met up the Lamont County and found out they started an on-call system to always have firefighters available. It started in 2021, council agreed to a 4 week pilot project. On one of the weeks they were using this model they were able to save a house from burning down and containing the fire to the garage. A couple weeks later they were not so lucky, with delayed response times and lack of members an entire farmyard burnt down. In 2022 Lamont Council passed a budget for 12 weeks of on-call and agreed to partner with Strathcona County for mutual aid on the west side of their County.</li> </ul> <p><b>Tuesday, May 31</b></p> <p><b>Alberta Fire Chiefs Association Business Session</b></p> <ul style="list-style-type: none"> <li>- Elections for the executive were held with no changes, the entire executive got in by acclamation.</li> <li>- Executive reports were presented.</li> <li>- The association membership is decreasing significantly and will be looking at other options to</li> </ul>

keep the membership up.

- 4 resolutions were brought forward and passed unanimously: 1. **Whereas**, fire departments are using their resources including manpower to respond to Medical calls as EMS crews are absent or delayed, 2. **Whereas**, overall service and engagement has decreased significantly over the past 5+ years, 3. **Whereas**, the fire services training grants were discontinued in 2020, 4. **Whereas**, the Government of Alberta, as the accredited agency for certification, has a significant delay in performing NFPA standards evaluation validations, processing certification exams, and issuing certifications.
- The Association has created a committee call "How Long Can We Last" with the mandate to lobby the government for funding and create recruitment and retention ideas as all rural departments across Alberta are struggling staff their fire halls and provide a high-quality level of service to their residents.

#### **Keynote Speaker: Kevin Cochran**

- Kevin spoke about financial stress and how proper money management can keep the mental health and moral positive within the members.
- 2021 stats show that 56% of NHL players, 63% of MLB players and 78% NBA players are in financial trouble or bankrupt within 5 years of retiring.
- Kevin talked about smart investing, finding good financial advisors and really paying attention to your debt.
- If a credit card has a balance of \$9,500.00 and an interest rate of 19.99% by only make the minimum payments it will take 78 year and 10 months to pay off that debt.
- Look at all credit option, think about a line of credit, be aware of interest rates.
- Remembers yes banks are there to help you but they are there to make money too.
- If you are in financial trouble making a little bit of money, more money will not fix the issue it just creates bigger financial trouble unless you change your ways.

#### **Honourable Minister of Municipal Affairs: Rick McIver**

- Minister McIver announced the province is funding 20 new ambulances over the next 2 years and how the government is here to support the fire service in the province.
- Minister McIver took questions from the floor and was in for a rude awakening.
- The training grant funding was the hottest topic which the province discontinued, the decommissioning for the Office of the Fire Commissioner, the lack of staff, support and downloading to the municipalities on fire inspections, load occupancies and building codes as well support for the training and exams. The Association asked the Minister to create a provincial level of service standard for fire departments to follow with appropriate training grants.
- Minister McIver was unaware of all the issues surrounding the Inspections and building code issues, as well as the staffing issues with the Technical Advisors program (only 2 out of 7 positions are filled) and was a little surprised to see the association wanting the province to create fire department level of service standards.
- In closing Minister McIver asked the Association to accompany these concerns in a letter to his office so he will start to address them.

#### **Session Speaker: Laura King – Energy Storage Systems**

- Energy Storage Systems (ESS) are becoming more common than we think.
- They are starting to be installed in homes, businesses and commercial building/storage sites.
- ESS poses a high risk to firefighters that are unaware of their presence.
- Firefighters responded to a commercial building fire that had 2 sea cans containing the ESS in Arizona, the fire caused a thermal run away and the 2 ESS exploded injuring 3 firefighters.
- The electric vehicles involved in collisions and fires are very dangerous if the ESS are compromised as a fire or explosion can occur.
- Firefighting tactics are to not use any foam as the foam will trap the heat in the batteries.
- In Norway the Fire Department uses a crane to lift the vehicles into a dumpster then fills the

	<p>dumpster full of water to make sure the ESS is neutralized. They are then sent away to decommission the ESS.</p> <ul style="list-style-type: none"> <li>- Electric vehicle that has compromised batteries will be deemed unstable and dangerous until the batteries is decommissioned.</li> <li>- Laura got the group listening to her presentation to really think about ESS and how many are in their communities.</li> <li>- Because we attended her session we were given free registration to the firefighting training course on ESS and electric vehicle for free. The course is 4 hours long and is recognized in Alberta.</li> </ul> <p><b>Bear Pit Session: Red Deer Fire Chief Ken McMullen, Bonnyville Regional Fire Authority Fire Chief Dan Heney and Canmore Fire Chief Keri Martens</b></p> <ul style="list-style-type: none"> <li>- All 3 fire chiefs talked about how Covid affected their members and communities: <ul style="list-style-type: none"> <li><b>Red Deer:</b> Members didn't want to bring Covid home with them to their families. They requested separate living quarters after coming off shifts to quarantine (24 hours) before going home, washing all clothing at the fire halls to eliminate the spread and the animosity between vaccinated and unvaccinated was crazy. At one point they almost didn't have enough staff to house the 23 mandatory day and night shifts.</li> <li><b>Bonnyville:</b> Members with family medical issues stayed away from the fire hall putting stress on the other members/fire halls to cover the calls. Updating and writing Covid protocols was difficult and making sure everyone followed the protocols and safety procedures was challenging. Vaccinated/unvaccinated was an issue as well.</li> <li><b>Canmore:</b> members bought into the Covid protocols and vaccines but were concerned as Canmore is a tourist location and on weekends the population would double or triple during Covid, increasing the risk of exposure.</li> </ul> </li> <li>- The fire chiefs were asked about inclusion and diversity in the Fire Service and all agreed that it should not matter as long as they are willing and able to do the job then there is no problem. Also members just want to fit in so treat everyone the same and you will be fine.</li> <li>- The last question was how to make sure the members mental health is being monitored and addressed. All 3 fire chiefs believe mental health is very important and need to have the programs and protocols in place to make sure no members suffer or don't get the help they need. All 3 fire chiefs offered to share their programs on mental health if any fire department are struggling to created or established one.</li> </ul> <p><b>Conference Wrap Up</b></p> <ul style="list-style-type: none"> <li>- 2023 Fire Chiefs Conference will be hosting in Edmonton, Alberta on May 28-31. The Conference will be going back to a 4 day conference as this year they were not sure what Covid restrictions would be in place.</li> </ul>
<p><b>RESULTS</b></p>	<p><b>What I took away:</b></p> <ol style="list-style-type: none"> <li>1. Keep up with the new development in your community</li> <li>2. Pre planning is the key to having successful outcomes</li> <li>3. Don't be scared to ask for help</li> <li>4. The more you train the dumber you feel</li> </ol>
<p><b>WHY DID YOU ATTEND</b></p>	<p><b>Benefits:</b> Social Networking and Education</p>

<b>COSTS</b>	Mileage: \$ <u>0.00</u>	Meals: \$ <u>0.00</u>	Other: \$ <u>0.00</u>
	Lodging: \$ <u>420.60</u>	Registration: \$ <u>650.00</u>	<b>TOTAL: \$ <u>1,070.60</u></b>

<b>Prepared by Employee</b> Scott Franchuk	DATE: June 14, 2022	COUNCIL MEETING DATE: June 17, 2022
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