

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting to be held on
Thursday, **August 25, 2022** at 9:00 A.M.
Virtual through Zoom Platform

Meeting ID: 874 7161 0314 Passcode: 609477

<https://us02web.zoom.us/j/87471610314?pwd=UGhwbU02MFVlOHd0QWl4OWhFa1J2Zz09>

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

1. Meeting:

Call to Order

2. Agenda:

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

3. Minutes:

1. Minutes of June 20, 2022 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of June 23, 2022 - **County Council Meeting.** ©

Recommendation: Motion to Adopt.

Public Hearing - Bylaw 1423-22:

A G E N D A: Public Hearing to be held on
Thursday, August 25, 2022 at 9:15 A.M.
Virtual through Zoom Platform

<https://us02web.zoom.us/j/87471610314?pwd=UGhwbU02MFVlOHd0QWl4OWhFa1J2Zz09>

Meeting ID: 874 7161 0314 Passcode: 609477

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

1. Opening:

- Public Hearing is called to order.
- Public wishing to be heard sign in on the sign-in sheet.
- Confirmation is provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.
- Purpose of the hearing is summarized:
To obtain public input in regard to Bylaw No. 1423-22: a bylaw for Road Closure – Undeveloped Road Government Allowance; East side of River Lot 10 (Victoria Settlement)
- Ground rules of the hearing and order of speaking are reviewed.

2. Staff Presentation:

- Smoky Lake County Planning Staff make their presentation(s).
Bylaw 1423-22: was given first reading on August 25, 2022.
- Council asks questions and/or request points of clarity.

3. Public Presentations via Written Submissions:

- Written submissions are read.

- Council asks questions and/or request points of clarity.

4. Public Presentations at the Public Hearing:

- Persons signed in whom are **in opposition** to the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Persons signed in whom are **in support** of the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Anyone else who has not spoken and wishes to speak is called upon to speak.
- Council asks questions and/or request points of clarity

5. Questions and Answers:

- Any Council member having any additional questions of any speaker or of the staff or those who have spoken may speak.

6. Closing Remarks:

- Declare the Public Hearing closed.

4. Request for Decision: Governance Issues and Management Issues

- 4.1 North Saskatchewan Heritage River Initiative: Approved Nomination, Management Plan Project Charter. ©
- 4.2 Rural Municipalities of Alberta (RMA): Fall 2022 Resolutions. ©
- 4.3 Regional Engineering Design Standards (REDS) Work Order. ©
- 4.4 Proposed Changes to the Quality Management Plan (QMP) *Safety Codes Act* Inspections and Fees. ©
- 4.5 Trails Strategy “*What We’re Hearing*” Report. ©
- 4.6 **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 (A1) District to Community & Institutional (P) District. ©
- 4.7 **Bylaw No.1420-22:** Repeal of Bylaw 1407-22: Hamlin Road Ranch Municipal Historic Resource Designation Bylaw. ©
- 4.8 Alberta Culture Heritage Preservation Project (HPP): Heritage Research Grant – North Saskatchewan R22F-13. ©
- 4.9 **Bylaw No.1421-22:** Waskatenau Intermunicipal Water and Wastewater Servicing. ©
- 4.10 **Bylaw No. 1423-22:** Road Closure – Undeveloped Road Government Allowance; East side of River Lot 10 (Victoria Settlement). ©
- 4.11 Proclaim Métis Crossing Day, September 25, 2022. ©
- 4.12 Restoration of Missing Bylaw No. 1298-16 into the Municipal Files. ©
- 4.13 Waskatenau Creek Conservation Lands: +/-44 acres, Pt. of SE-4-59-19-4. ©
- 4.14 **Bylaw No. 1398-21:** Cancellation of all that portion of “FIRST AVE” and cancellation of all that portion of “MAIN ST”, as shown on PLAN 2206CL, located within the Hamlet of Edwand. ©
- 4.15 Alberta Environment and Parks (AEP) Funding Contribution Agreement: Heritage River Management Plan. ©
- 4.16 Conversion of Recreational Lease Disposition (REC 711) to a 60 Year Tourism and Commercial Recreational Lease (TCL) – E ½ -15-59-15-W4 (Bellis Beach). ©
- 4.17 Conversion of Recreational Lease Disposition (REC 1843) to a 60 Year Tourism and Commercial Recreational Lease (TCL) – PT. SE-2-60-13-W4. ©

- 4.18 **Policy Statement No. 01-46-02: Social Media.** ©
- 4.19 Proposed Electric Vehicle (EV) Charging Station Lease Agreement with Metis Crossing located at River Lot 12, Victoria Settlement. ©
- 4.20 Smoky Lake County 2022-2026 Financial Plan. ©
- 4.21 Concrete Walk Path Plus Wheelchair Ramp Extension into Council Door Entry Way. ©

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

5. Issues for Information:

- 5.1 Chief Administrative Officer:
 - 5.1.1 Monthly Report: June 18, 2022 to August 17, 2022. ©
 - 5.1.2 Financial Statement for the months of: **March/April/May/June 2022.** ©
 - 5.1.3 Action List:
 - i. County Council Departmental Meeting – June 20, 2022. *(To be handed out at meeting)*
 - ii. County Council Meeting – June 23, 2022. ©
- 5.2 Municipal Finance:
 - 5.2.1 Monthly Report. ©
 - 5.2.2 Actual to Budget Review. ©
 - 5.2.3 Accounts Receivable Aging Report. *(for Councillor's information).* ©
 - 5.2.4 Cheques Register. *(for Councillor's information).* ©
- 5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions
 - 5.3.1 Division One.
 - 5.3.2 Division Two.
 - 5.3.3 Division Three.
 - 5.3.4 Division Four. © - **Reeve.**
 - 5.3.5 Division Five.
 - 5.3.6 Additional Documentation: Committees, Boards and Commissions.
 - Regional Community Development Committee**
 - a. Action List: February 8, 2022. ©
 - b. Action List: April 11, 2022. ©
 - c. Action List: April 25, 2022. ©
 - d. Action List: May 19, 2022. ©
 - e. Action List: June 29, 2022. ©

Joint Health and Safety Committee

- f. Certificate of Recognition: Partnerships in Injury Reduction. ©

Recommendation: Acknowledge receipt.

Joint Municipalities

- g. Highway 28 Speed Review.

Recommendation: Motion for Town and County to write a joint letter to the Minister of Transportation and get letters of support from: RCMP, Fire Protective Services and Aspen View Schools.

6. Correspondence:

1. Alison L. Jordan, Law Clerk, The United Church of Canada, dated June 23, 2022 – Re: The United Church of Canada Transfer of McDougall Gravesite. ©

Recommendation: Acknowledge receipt.

2. Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated May 24, 2022 – Re: More information regarding Broadband Services. ©

Recommendation: Acknowledge receipt.

3. C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP, dated June 1, 2022 – Re: Rural Municipalities of Alberta (RMA) Conference – Spring 2022 Meeting. ©

Recommendation: Acknowledge receipt of letter.

4. Community Futures Symposium – September 27-29, 2022 at the Grey Eagle Resort and Casino. ©

Recommendation: Who can attend – attend.5

5. Anonymous Letter, dated April 21, 2022 – Re: Misuse of green space at Mons Lake. ©

Recommendation: That Smoky Lake County not accept this anonymous letter received on June 24, 2022 as County record – bylaw enforcement will be advised to check on the issue.

6. Robert Shapka, Treasurer, St. Peter & Paul Russo – Greek Orthodox Church, dated July 2022 – Re: Request for Gravel. ©

Recommendation: Council's discretion or approve to donate one load (13 tonnes).

7. Anonymous letter dated July 20, 2022 – Re: Weed control. ©

Recommendation: Take no action as the letter was received unsigned.

8. Prasad Panda, Minister of Transportation, Alberta Transportation, dated July 14, 2022 – Re: Follow-up to May 12, 2022 letter of Strategic Transportation Infrastructure Program funding – can now publicly communicate news of funding. ©

Recommendation: Acknowledge receipt.

9. Kevin Wirsta, Director, District 5, Rural Municipalities of Alberta (RMA), dated July 7, 2022 – Re: Intensive Livestock Working Group- Public Trust Project Overview/Engagement. ©

Recommendation: Council to determine if they wish to participate.

10. Redwater- Smoky Lake Victim Services Unit, dated July 5, 2022 – Re: Sponsorship for Annual Charity Golf Tournament on August 28, 2022. ©

Recommendation: Donate \$250.00 (\$200.00: Hole sponsor – balance is prizes).

Donation Summary: 2016/2017/2018/2019- \$250.00

11. Amanda Cooper, B. Sc, P. Biol, AIT, Team Lead, Alberta Environment and Parks Wetlands Unit, Government of Alberta, dated July 29, 2022 – Re: MOU Notice and Application Process Update. ©

Recommendation: Acknowledge receipt.
12. Barb Fulks, Administration IV, Smoky Lake Healthcare Centre, dated July 21, 2022- Re: Donation Request. ©

Recommendation: Donate as per Council decision
13. Peter Apedaile, dated June 17, 2022 – Re: County Involvement in Smoky Lake Youth Council. ©

Recommendation: Inquire with FCSS.
14. Letter from Reeve Lorne Halisky to Chief Terry Cardinal of Saddle Lake Cree Nation, dated July 19, 2022 – Re: Congratulatory message on being elected Chief. ©

Recommendation: Acknowledge receipt of letter.
15. Mackenzie Hodinsky, Referral Coordinator, Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD), dated August 4, 2022 - Re: Introduction. ©

Recommendation: Acknowledge receipt.
16. Richard Warren, Mayor, Village of Waskatenau, dated August 4, 2022 – Re: Meeting request to discuss Inter-Municipal Development Plan. ©

Recommendation: Acknowledge and schedule a meeting with Village of Waskatenau.
17. Smoky Lake Pumpkin Growers Association, dated August 2, 2022 – Re: Request for Sponsorship. ©

Recommendation: Purchase the Gold Sponsorship Program
18. Paul McLauchlin, President, Rural Municipalities of Alberta, dated August 11, 2022- Re: Nominations for the Queen Elizabeth II's Platinum Jubilee Medal. ©

Recommendation: Council discretion.
19. Vicky Krawchuk, Executive Director, LICA- Environmental Stewards, dated August 11, 2022 – Re: LICA Board of Directors Appointment Inquiry. ©

Recommendation: Council decision on committee representation.
20. Proclaim Alberta Development Officers Week – September 18th – September 24th, 2022. ©

Recommendation: Proclaim.

7. Delegation(s):

1. Tammy Spink, Manager Peace Officer Program @10:00 – 11:00 a.m. – Re: Peace Officer Program - Presentation.

8. Executive Session:

1. Personnel Issue: under the authority of the FOIP Act Section 27: Privileged Information, in regard to the Organizational Chart Structure Review.

9. Information Release:

1. Calendar: July and August 2022. ©
2. Thank You Received: None received.

10. Bills and Accounts:

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

- Schedule a Committee of the Whole meeting for the Purpose of Administration: Broadband
- Schedule a CAO Evaluation Meeting

12. Adjournment



Public Hearing Bylaw No. 1423-22
Public Hearing Date: August 25, 2022
Public Hearing Time: 9:15 a.m.
Held in the Smoky Lake County Council Chambers & virtually via Zoom

PUBLIC HEARING BACKGROUND

PROPOSED BYLAW NAME & NO.: Bylaw 1423-22: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)

APPLICANT: Métis Crossing Ltd.

PROPOSAL: A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of closing to public travel, disposing of, and consolidating with River Lot 10, Victoria Settlement, portions of an undeveloped road allowance, located on the east side of River Lot 10, Victoria Settlement.

BACKGROUND:

- Proposed Bylaw No. 1423-22 was presented for 1st Reading on **August 25, 2022**.
- Notice of the proposed Bylaw No. 1423-22 was circulated to affected agencies for comment on **July 20, 2022**. Responses from said agencies is attached.
- A Notice has also been posted on the County's website since **August 2, 2022**.
- The Public Hearing Notices were advertised in the Redwater Review on **July 27, 2022 and August 3, 2022**. The Hearing on the proposed Bylaw No. 1423-22 was advertised and Notice was given in accordance with Section 606 of the *Municipal Government Act*.
- This Hearing has been scheduled to obtain public input on proposed Bylaw No.1423-22 in accordance with Section 230 of the *Municipal Government Act*.
- A previous version of the proposed Bylaw No. 1423-22 (Bylaw No. 1380-20) received First Reading on May 28, 2020, and subsequently a Public Hearing was held on Bylaw 1380-20 October 22, 2020, following which, said Bylaw was sent to the Minister of Transportation for signature. Smoky Lake County did not receive a signed copy from the Minister within 2 years of First Reading having been given, so pursuant to Section 188 of the *Municipal Government Act*, the previous reading of the Bylaw was deemed rescinded. Propose Bylaw No. 1423-22 is identical to Bylaw No. 1380-20.

ATTACHMENTS:

1. Draft Bylaw 1423-22
2. Application
3. Agency Referrals and Responses
4. Relevant Legislation
5. Bylaw 1282-15: Public Hearing Procedures for Planning and Development

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1423-22**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF, PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, application has been made to Council to have the highway closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

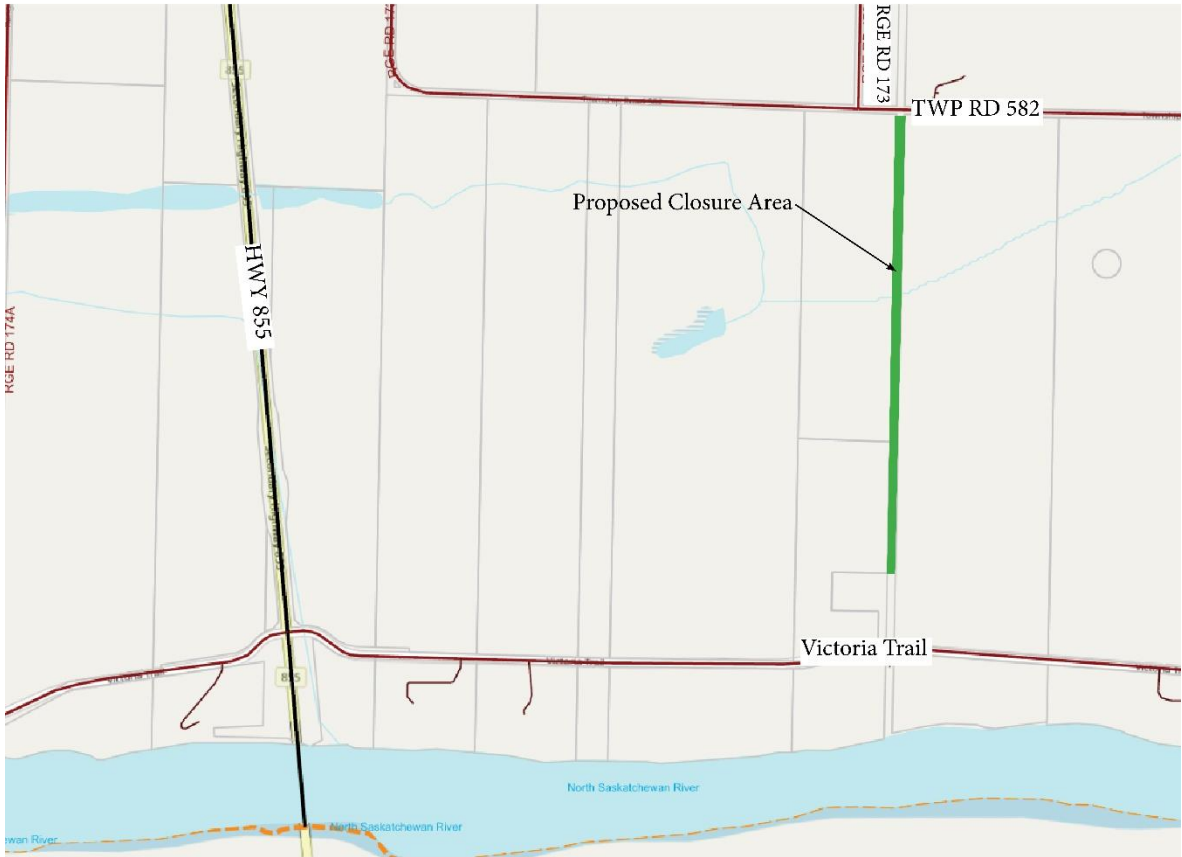
WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel, dispose of and consolidate within the lands legally described as all that portion of river lot ten (10) in Victoria settlement which lies south of a line drawn parallel with and twenty six hundred and ninety nine and four tenths (2699.4) feet perpendicularly distant southerly from the north boundary of the said lot and north of the public road sixty six (66) feet in width crossing the said lot, all as shown on a plan of survey of the said settlement, signed at Ottawa on the 26th day of April, A.D. 1897, containing twenty eight and forty five hundredths (28.45) acres more or less excepting thereout: three and seventy hundredths (3.70) acres more or less, described as follows commencing at a point of intersection of the east boundary of the said lot and the north limit of the said road, thence northerly along the said east boundary five hundred and eighty two (582) feet thence westerly and at right angles to the said east boundary four hundred and fifty five (455) feet, thence southerly and parallel to the said east boundary three hundred and fifteen (315) feet, thence easterly and at right angles to the said east boundary three hundred and eighty nine (389) feet, thence southerly and parallel to the said east boundary to the north limit of the said road, thence easterly along the said north limit to the point of commencement,

the following described road, subject to rights of access granted by other legislation:

**MERIDIAN 4 RANGE 17 TOWNSHIP 58
ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE ADJOINING THE EAST BOUNDARY OF RIVER LOT 10, VICTORIA SETTLEMENT, LYING NORTH OF A LINE PERPENDICULAR TO THE EAST BOUNDARY OF RIVER LOT 10 AND 177.39 METRES (582 FEET) NORTH FROM THE POINT OF INTERSECTION OF THE SAID EAST BOUNDARY WITH THE NORTH LIMIT OF ROAD CROSSING THE SAID LOT CONTAINING 2.32 HECTARES (5.73 ACRES) MORE OR LESS, EXCEPTING THEREOUT ALL MINES AND MINERALS**

Bylaw 1423-22: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)



Received first reading this ____ day of _____, 2022.

Reeve
Seal

Chief Administrative Officer

Received SECOND READING this ____ day of _____, 20__.

Received THIRD READING and finally passed this ____ day of _____, 20__.

Reeve
Seal

Chief Administrative Officer



An Affiliate of the Métis Nation of Alberta
Box 548 17339 Victoria Trail
Smoky Lake, AB T0A 3C0
1-780-656-2229
metiscrossing@metis.org
metiscrossing.org

April 27, 2020

Smoky Lake County Council
4612 McDougall Drive, Box 310
Smoky Lake, AB T0A 3C0
Email: jruegg@smokylakecounty.ca

RE: Request for land transfer of the County road allowance on east side of River lot 10

To the Smoky Lake Council,

As Métis Crossing continues to grow, we continue to add more elements to our attraction with a particular focus on sharing our Métis culture with all people. Historically, the *Laws of the Buffalo Hunt*, are the foundation of our governance structure. Bison are a key element of our history. To be able to share this story in a very experiential way, we have been working on a partnership with Lonesome Pine Cattle Company, to have their bison on our property and to develop bison tours.

We anticipate that this bison tour will be a major part of our international draw. It would contribute significantly to advancing the goals of the Victoria District Economic Development Strategy.

I have attached a DRAFT of our updated site masterplan. You will notice that the bison paddocks radiate from a bison handling centre on Riverlot 12 eastward across Riverlots 11, 10, to Lonesome Pine property on Riverlots 9 and 8. Within this boundary there is also a County road allowance.

From our understanding, there are no plans from the County to build a road on this land. We are respectfully requesting the transfer of this land to Métis Crossing Ltd.. This transfer would enable the development of our bison paddocks and continued international draw.

Please contact our Executive Director, Juanita Marois (jmarois@metis.org) with any questions.

Best Regards,

Audrey Poitras
President
Métis Crossing

MÉTIS CROSSING

Master Site Plan



North Saskatchewan River

TO VICTORIA DISTRICT

MÉTIS CROSSING





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

July 20, 2022

File No. Road Closure RC-029

ALTA GAS UTILITIES
Third.PartyCrossing@altagas.ca
5509-45TH AVENUE
LEDUC, AB
T9E 6T6

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1423-22, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you an require easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2022.

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca

p: (780) 656-3730 / c: (780) 650-5207

w: <http://www.smokylakecounty.ab.ca/>

ᑭᓴᓴᓴᓴᓴᓴ ᓴᓴᓴᓴᓴᓴᓴᓴ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

- *Bylaw 1423-22: Road Closure: Undeveloped Government Road Allowance - East Side of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*



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July 20, 2022

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If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the 20 day of July, 2022.

Ashley Bridgwater
Admin. Assistant, Engineering Services

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



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Smoky Lake, Alberta T0A 3C0

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ᑭᓴᑭᓱᓂᓱ ᑭᓴᑭᓱᓂᓱ (kaskapatau sa kahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

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July 20, 2022

File No. Road Closure RC-029

ALTALINK
ATTN: LARRY MOGCK larry.mogck@altalink.ca
26315 TWP RD 531A
ACHESON, AB
T7X 5A3

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance _____

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Phone: 780-656-3730
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Fax: 780-656-3768
www.smokylakecounty.ab.ca

July 20, 2022

File No. Road Closure RC-029

ATCO Electric
landinquiries@atcoelectric.com
Land & Properties Acquisition
12th Floor, 10035 – 105 Street
Edmonton, AB
T5J 2V6

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

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Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca

p: (780) 656-3730 / c: (780) 650-5207

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ᑭᓄᓄᓄᓄ ᑭᓄᓄᓄᓄ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

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July 20, 2022

File No. Road Closure RC-029

ATCO GAS
land.admin@atcogas.com
6TH FLOOR, 10035 – 105TH STREET
Edmonton, AB
T5J 2V6

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1423-22, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you an require easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2022.

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca

p: (780) 656-3730 / c: (780) 650-5207

w: <http://www.smokylakecounty.ab.ca/>

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

- *Bylaw 1423-22: Road Closure: Undeveloped Government Road Allowance - East Side of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*



Smoky Lake County

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



July 20, 2022

File No. Road Closure RC-029

ATCO GAS
ATTN: LAND ADMINISTRATION
6TH FLOOR, 10035 – 105TH STREET
Edmonton, AB
T5J 2V6

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1423-22, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you require an easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

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If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the 7 day of July, 2022.



Greg Satre
Supervisor, Land North

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca

p: (780) 656-3730 / c: (780) 650-5207

w: <http://www.smokylakecounty.ab.ca/>

ᑕᓴᓴᑕᑦ ᑭᓴᑕᓱᑦᓴᑦᓴᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

- *Bylaw 1423-22: Road Closure: Undeveloped Government Road Allowance - East Side of
of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*



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

July 20, 2022

File No. Road Closure RC-029

ATTN: DANIEL MORIC
SMOKY LAKE COUNTY GAS DEPARTMENT
BOX 310
SMOKY LAKE, AB
T0A 3C0

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1423-22, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you require an easement to be granted across the proposed closure area. Please email your written reply to the undersigned within **fourteen (14) days**.

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If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2022.

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



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

ᑭᑭᑦᑭᑦ ᑭᑭᑦᑭᑦ (kaskapatau sa kahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

- *Bylaw 1423-22: Road Closure: Undeveloped Government Road Allowance - East Side of of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*

Jordan Ruegg

From: Daniel Moric
Sent: July 20, 2022 10:38 AM
To: Jordan Ruegg
Cc: Kyle Schole
Subject: RE: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Good morning Jordan

Smoky Lake County Natural Gas Department has no objection or issues with the proposed road closure of the undeveloped government road allowance located directly east of River Lot 10, Victoria Settlement.

Thank you



Daniel Moric

Natural Gas Manager

p:780-656-3730 ext 2242 or toll free 1-888-656-3730
c:780-656-5734

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

ᐆᐆ<Cᐅ ᓵᐆᐅᐅᐅᐅᐅ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 20, 2022 10:29 AM
To: Daniel Moric <dmoric@smokylakecounty.ab.ca>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Good morning Daniel.

Smoky Lake County proposes to close a portion of an undeveloped government road allowance located adjacent to River Lot 10, Victoria Settlement. Please see the attached letter for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan

Planning and Development Manager

p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207

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

ᐆᐆ<Cᐅ ᓵᐆᐅᐅᐅᐅᐅ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

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Smoky Lake County

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

July 20, 2022

File No. Road Closure RC-029

TELUS COMMUNICATIONS
rightofwayab@telus.com
10035-102 STREET, 10TH FLOOR
EDMONTON, AB
T5J 0E5

RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1423-22, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you an require easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at jruegg@smokylakecounty.ab.ca. I appreciate your earliest response in this regard. Thank you.

If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.

Acknowledged and agreed to the _____ day of _____, 2022.

Sincerely,



Jordan Ruegg

Planning & Development Manager, Smoky Lake County



4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta T0A 3C0

e: jruegg@smokylakecounty.ab.ca

p: (780) 656-3730 / c: (780) 650-5207

w: <http://www.smokylakecounty.ab.ca/>

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

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

Encl:

- *Bylaw 1423-22: Road Closure: Undeveloped Government Road Allowance - East Side of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*

Jordan Ruegg

From: rightofwayAB <rightofwayAB@telus.com>
Sent: July 25, 2022 9:25 AM
To: Jordan Ruegg
Subject: RE: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Thank you for including TELUS in your circulation
At this time, TELUS has no concerns with the proposed activities.

Have a great day!

Tacie Krisher-Kyle
Real Estate Specialist
Customer Network Implementation (CNI)
Edmonton, Alberta
The future is friendly®

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Not to be forwarded or copied without express consent of the originator
It is kindly requested that TELUS' file number be quoted in all correspondence – thank you.

From: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Sent: July 20, 2022 10:32 AM
To: rightofwayAB <rightofwayAB@telus.com>
Cc: Kyle Schole <kschole@smokylakecounty.ab.ca>
Subject: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

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Good morning.

Smoky Lake County proposes to close a portion of an undeveloped government road allowance located adjacent to River Lot 10, Victoria Settlement. Please see the attached letter for more information.

Please let me know if you have any questions.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-3730 or toll free 1-888-656-3730
c:780-650-5207
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑲᑲᑲᑲᑲᑲ ᑲᑲᑲᑲᑲᑲ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

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Public Hearing Bylaw No. 1423-22
Public Hearing Date: August 25, 2022
Public Hearing Time: 9:15 a.m.
Held in the Smoky Lake County Council Chambers & virtually via Zoom

RELEVANT LEGISLATION

ROAD CLOSURES

Municipal Government Act, R.S.A. 2000

Section 18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.

Section 22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given the opportunity to be heard by the Council.

PUBLIC HEARINGS

Municipal Government Act, R.S.A. 2000

Section 230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

(a) before second reading of the bylaw, or

(b) before council votes on the resolution.

(2) If a public hearing is held on a proposed bylaw or resolution, council must conduct the hearing during a regular or special meeting of council.

(3) A council by bylaw establishes procedures for public hearings.

(4) In the public hearing, council

(a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and

(b) may hear any other person who wishes to make representations and whom the council agrees to hear.

(5) After considering the representations made to it about a proposed bylaw or resolution at a public hearing and after considering any other matter it considers appropriate, council may

- (a) pass the bylaw or resolution,
- (b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
- (c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which a public hearing is held must record the public hearing to the extent directed by council.

Smoky Lake County Bylaw 1282-15 – Public Hearing Procedures for Planning and Development

See attached Bylaw 1282-15

REQUIREMENTS FOR ADVERTISING

Municipal Government Act, R.S.A. 2000

Section 606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be

- (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
- (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.

(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.

(4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.

(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.

(6) A notice must contain

- (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
- (b) the address where a copy of the proposed bylaw resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
- (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
- (d) in the case of a meeting or public hearing, the date, time and place where it will be held.

(7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in that certificate.

(8) The certificate is admissible as evidence without proof of the appointment or signature of the person who signed the certificate.

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1282-15**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING PUBLIC HEARING PROCEDURES FOR PLANNING AND DEVELOPMENT HELD BY THE COUNCIL OF SMOKY LAKE COUNTY.

WHEREAS, Sections 184, 197, 198, 200, 230 and 606 inclusive of the *Municipal Government Act*, and amendments thereto, deal with public hearing and meetings of Council.

WHEREAS, the purpose of this bylaw is to meet the statutory duty to provide members of the public with the opportunity to be heard before Council.

WHEREAS, the Council of Smoky Lake County, wishes to develop a clear and concise procedure for organizing and conducting public hearings, and establishing the process for handling oral and written submissions with regards to public hearings for planning related bylaws or bylaw amendments.

NOW THEREFORE, under the authority and pursuant to the provisions of the *Municipal Government Act*, and by virtue of all other enabling powers, the Municipal Council of Smoky Lake County, duly assembled, enacts as follows:

1. TITLE:

- 1.1 This Bylaw shall be known as the **“Planning and Development: Public Hearing Procedures”**.

2. DEFINITIONS:

- 2.1 **Advertising:** notice of the public hearing regarding a bylaw, or amendment must be (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw relates, or in which the hearing is to be held, and (b) mailed or delivered to residences within 500m of the subject property to which the proposed bylaw relates.
- 2.2 **Chairperson:** shall be the Reeve appointed by Council at the time of the hearing.
- 2.3 **Notice:** a notice must contain (a) a statement of the general purpose of the proposed public hearing, (b) the address where a copy of the proposed bylaw and any document relating to it or to the meeting or public hearing may be inspected, and (c) the date, time and place where the public hearing will be held.
- 2.4 **Public Hearing:** is a hearing whereby Council hears from members of the public on a proposed bylaw or resolution.
- 2.5 **Public Hearing Background Report:** is a report prepared by the Planning and Development Manager and presented at the beginning of the public hearing. The Report shall include the applicant's/landowner's name, the proposed bylaw number, the legal description of the subject property and the requested amendment. The Report must also contain, the date when first reading was given, the date of advertisement of the public hearing, the intent of the amendment, the size and location of the parcel of land, the nature of the use or development proposed by the developer, and the appropriate statutory plan (if any) and Land Use Bylaw sections.
- 2.6 **Public Participation:** any person who believes their interest will be affected by a proposed bylaw or resolution has an opportunity to address Council at a public hearing in an orderly fashion as determined by the Chairperson. Individuals are encouraged to submit written submissions to the Attention of the Planning & Development Manager for Smoky Lake County at pd@smokylakecounty.ab.ca, as set out in the Guidelines.
- 2.7 **Record of Public Hearing:** the proceedings of public hearings shall be recorded in writing. All written letters of correspondence shall be copied into to the written record, and oral submissions shall be summarized in the written record.
- 2.8 **Secretary:** shall be the Chief Administrative Officer or designate.
- 2.9 **Timing of public hearing:** means that County Council must hold a public hearing before second reading of the bylaw.

- 2.10 Voting:** in accordance with Section 184 of the Municipal Government Act: Abstention from voting on a matter discussed at public hearing. When a public hearing on a proposed bylaw is held, a councillor a) must abstain from voting on subsequent readings of the bylaw if the councillor was absent from all of the public hearing, and b) may abstain from voting on subsequent readings of the bylaw if the councillor was only absent from a part of the public hearing.

3. GUIDELINES:

- 3.1** Staff will manage written correspondence received (by letter or email) for a public hearing as follows:
- 3.1.1** Correspondence received prior to the bylaw being considered for 1st reading:
- If addressed to Staff, retain in the file.
 - If addressed to Council, circulate to Council as general correspondence.
 - Does not form part of the public hearing record.
- 3.1.2** Correspondence received after 1st Reading and/or authorization to proceed to public hearing and prior to public hearing:
- Compiled and made available for public review at the public hearing (included in the public hearing background).
 - Forms part of the public hearing record.
 - Deadline for receipt of correspondence set for Wednesday at 12 noon, one week prior to the County Council meeting at which the public hearing will be held. This is to ensure that there is sufficient time to include the correspondence in Council's agenda package.
- 3.1.3** Correspondence received after deadline in subsection 3.1.2:
- Recommendation is for the public to attend the meeting to present their submission.
 - Forms part of the public hearing record.
- 3.1.4** Correspondence received after the closing of the public hearing:
- Cannot be received by Council.
 - Does not form part of the public hearing record.

4. PROCEDURES:

- 4.1** Smoky Lake County will conduct public hearings as per Section 230 of the *Municipal Government Act*.
- 4.2** Smoky Lake County will ensure the advertising/notification of public hearing is as per Section 606 of the *Municipal Government Act*.
- 4.3** Landowners within a 500m radius of the subject land(s) will be mailed or delivered a written notice of a public hearing (if the amendment relates to a specific property).
- 4.4** The Planning and Development Manager shall prepare a Public Hearing Background report consisting of the proposed bylaw number, applicant/owner, land location, requested amendment, and the background. The background information must contain, when first reading was given, the date of advertisement, the intent of the amendment, the size and location of the parcel of land, what the developer is proposing to do, and the appropriate Land Use Bylaw sections. The standardized form is attached forming **Schedule A: Public Hearing Background**.
- 4.5** After the agenda package is released to County Council, staff may circulate the Public Hearing Background to members of the public, the applicant and/or landowner.

At the public hearing:

- 4.6** A sign-in sheet will be provided for all public hearings. The standardized form is attached forming **Schedule B – Public Hearing Sign In Sheet**. Anyone attending the hearing who wishes to speak must sign in and enter their mailing or email address on the sheet. Attendees who wish to receive a copy of the minutes following the hearing

must sign in and enter their mailing address on the sheet. Those who wish to oppose the Bylaw will speak first, followed by those who support the Bylaw. Speakers will be called upon by the Chairperson in the order that they appear on the list. The Chairperson shall allow any affected person who has not signed the sign in sheet to speak after all those who have signed in have been heard.

- 4.7** Those in attendance at the public hearing will refrain from applause or other expressions of emotion whether in favour of, or opposition to, any particular submission or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups is not permitted.
- 4.8** If a group of persons or neighbourhood is at the meeting to present the same case, they should designate a speaker to represent them.
- 4.9** Presentations should be brief and communicate concerns that relate only to the bylaw before Council. Speakers should not repeat matters or information raised by others, except to express support. Presentations are limited to a maximum of 10 minutes per speaker unless a majority vote of Council agrees to extend this time limit for a speaker. Questions asked by Council members may extend the time limit.
- 4.10** Council's role at a public hearing is to listen to the public. Council does not debate or challenge the comments being offered, but may question what they hear to make sure they understand what is being said. All comments presented to Council should address the merits of the bylaw before Council.
- 4.11** The Planning and Development Manager will make available a Public Hearing Script for the Chairperson. A standardized form is attached forming **Schedule C: Public Hearing Script**.

After the public hearing is closed:

- 4.12** After the public hearing has been closed upon declaration by the Chairperson, Council may consider the bylaw at that meeting (if applicable), at the next meeting, or a specified meeting of Council, with or without a request for further information from staff. No other submission from the public or applicant may be received by Council on the bylaw.
- 4.13** Upon conclusion of the public hearing, Council may discuss the proposed bylaw. Council discussion usually starts with a motion from a member of Council to:
- a) consider 2nd reading and/or 3rd reading of the proposed bylaw, or
 - b) defeat 2nd reading of the proposed bylaw, or
 - c) defer further readings of the proposed bylaw to a future Council meeting, or
 - d) approve the proposed bylaw in an amended form.

Some or all members of Council may comment on the proposed bylaw or resolution, providing reasons why they agree or disagree with the motion. Additionally, Council members may ask for clarification or technical advice from the applicant and/or staff in response to the possible decision Council may be considering.

Note: A separate Request For Decision is not required if County Council considers further readings of the bylaw at the same meeting as the public hearing, as the contents (attachments) would be available for review in the Public Hearing Background.

- 4.14** If Council so chooses, it may recess after holding a public hearing, although during this period Council members cannot discuss the bylaw with the applicant or the public. This is to prevent Council receiving information that would otherwise be unavailable to either the applicant or the public.
- 4.15** If Council votes to approve the proposed bylaw (with or without amendments), the approval commonly requires that various reports or steps (ie. Geotechnical Report, Water Study, Historical Resources Act Clearance, Storm water Management Plan, Traffic Impact Assessment etc.) must be fulfilled by an applicant before the Subdivision Authority can consider a Subdivision Application (if applicable).

5. **EFFECTIVE DATE:**

5.1 This Bylaw comes into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

READ A **SECOND TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

READ A **THIRD AND FINAL TIME** IN COUNCIL THIS 25th DAY OF June, AD 2015.

Ron Bobocel
Reeve

S E A L

Cory Ollikka
Chief Administrative Officer

SCHEDULE 'A': PUBLIC HEARING BACKGROUND



Public Hearing Date: _____
Public Hearing Time: 9:15 a.m.

PUBLIC HEARING BACKGROUND

PROPOSED BYLAW NO.: XXXX-XX

APPLICANT: _____

PROPOSAL: (Insert text from the bylaw)

BACKGROUND:

- The application was submitted on _____.
- Agencies were sent letters via mail on _____.
- Bylaw XXXX-XX was presented for 1st Reading on _____.
- Neighbouring landowners within +/- 500m radius were sent letters via mail on _____.
- A notice has also been posted on the County's website since _____.
- The Public Hearing Notices were advertised in the Smoky Lake Signal and Redwater Review the weeks of _____ and _____. The proposed bylaws were advertised and notice has been provided in accordance with the applicable legislation.
- This hearing has been scheduled to obtain public input on proposed Bylaw in accordance with Section 230 of the Municipal Government Act.
- Intention of Developer.
- The letters below have been received from the public:
 1. Name, Date Received.

ATTACHMENTS:

1. Draft Bylaw XXXX-XX with Schedules
2. Application
3. General Location Map
4. Relevant Legislation
5. Certificate of Title (if applicable)
6. Copies of letters from the public

SCHEDULE 'B': PUBLIC HEARING SIGN IN SHEET

SMOKY LAKE COUNTY
PUBLIC HEARING - PROPOSED BYLAW _____ : _____
DATE AND TIME

Name (Print)	Signature	Mailing Address & Legal Description
OPPOSED TO PROPOSED BYLAW:		
Name (Print)	Signature	Mailing Address & Legal Description
IN SUPPORT TO PROPOSED BYLAW:		

**Your name will be called upon by the chairperson to speak to the proposed bylaw.

SCHEDULE 'C': PUBLIC HEARING SCRIPT

**REEVE'S SCRIPT FOR PUBLIC HEARING
DATE AND TIME**

(BYLAW _____ : _____)

Action	✓	Statements
1.0 Opening		
Reeve:		<p>I, _____, the Reeve for the Smoky Lake County will proceed with discussion on proposed bylaw _____: _____.</p> <p>The Public Hearing open at _____. (any time after 9:15 a.m. <u>not</u> before)</p> <p>Planning advice will be provided by _____ and/or _____, Planning and Development Manager.</p> <p>All persons wishing to be heard at this public hearing should sign in on the sign in sheet (in the foyer) giving their name.</p> <p>Persons who do not sign in shall speak only after all those who signed in have given their presentations. We ask that anyone who wishes to speak but has not yet signed in, please sign in now.</p> <p>(Pause to allow people to sign in if they have not already done so).</p>
Reeve:		<p>I would, at this time, ask the CAO to confirm whether or not this Public Hearing has been advertised and notice has been provided in accordance with the applicable legislation.</p>
Secretary:		<p>Yes, it has Mr. Chairman.</p>
Reeve:		<p>I would ask the CAO to summarize the purpose of the Hearing.</p>
Secretary:		<p>The purpose of this hearing is for the Council of Smoky Lake County to obtain public input, in favour and opposed to proposed Bylaw _____: _____.</p> <p>Read into record the Public Hearing Background.</p>
Reeve:		<p>The ground rules of the hearing and the order of speaking will be:</p> <ul style="list-style-type: none"> a) planner and/or planning staff will speak first to outline facts and present her recommendation on the proposed bylaw (if necessary), b) members of the public, who have signed in will be given the opportunity to speak in the order they signed in, c) anyone else, who did not sign in will be given the opportunity to speak, d) planner and/or planning staff will be given the opportunity to present closing remarks or address any of the issues presented, e) Councillors will be given the opportunity to ask questions, f) Council will then end the Hearing and consider the information received at the public hearing, g) only Councillors may ask questions of speakers during the Hearing. If any persons wish to ask questions of a speaker, they must ask Council to ask the question on their behalf during their presentation, and Council will only ask the

Action	✓	Statements
		question if a Councillor wishes to have an answer. h) Council will consider the representations made regarding the bylaw and any other matter Council considers appropriate.
2.0 Staff Presentation		
<i>The Reeve announces:</i>		Before hearing from the public, I would ask _____ (County's planner) and/or planning staff to present a report on the proposed bylaw.
<i>After the Planner/ staff representative is finished, the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
3.0 Public Presentations via Written Submissions		
<i>The Reeve announces:</i>		Before hearing from the public present today, I would ask _____ (County's planner) and/or planning staff to advise of any written submissions received. (Read all written submissions into record).
<i>After the Planner is finished the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
4.0 Public Presentations at the Public Hearing		
<i>Then announce:</i>		I will now call upon persons signed up on the sign-in sheet whom are in opposition to the proposed bylaw . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.
<i>Public – Opposed of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>Reeve:</i>		I will now call upon persons signed up on the sign-in sheet whom are in support of the proposed bylaw . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.

Action	✓	Statements
<i>Public – In Favour of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>After all who signed in have spoken, say:</i>		Is there anyone else who has not spoken and wishes to speak?
<i>After each speaker the Chair asks Council:</i>		Does Council have any questions or points of clarification?
5.0 Questions and Answers		
<i>Following all comments from the public, the Reeve asks Council:</i>		At this time, does any Council member have any additional questions of any speaker or of the staff or planner?
6.0 Closing Remarks		
<i>The Reeve announces:</i>		There being no further presentations. I would like to thank all presenters for their comments. Council will take your comments into consideration when deciding on this matter. I declare the public hearing on proposed bylaw _____ closed at _____.

SMOKY LAKE COUNTY

Minutes of the **County Council Departmental Operations Meeting** held on **Monday, June 20, 2022**, at 10:18 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Monday, June 20, 2022</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Acting. Ag Fieldman	Amanda Kihn	Absent
Natural Gas Manager	Daniel Moric	Virtually Present
Environment & Parks Manager	Dave Franchuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Bylaw Enforcement Officer	Tammy Goddu	Absent

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

2. Agenda:

839-22: Fenerty

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Monday, June 20, 2022, be adopted as amended:

Addition to the Agenda:

1. Enterprise Fleet Management Canada Inc. Leases.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision (Addition to the Agenda):

Enterprise Fleet Management Canada Inc. Leases

840-22: Cere

That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote 6479358, Dated June 14, 2022, for Five (5) Year-2023 GMC Sierra SLE 4x4 Crew Cab 5.75 ft. box 147.4 in. WB, to replace Fleet Units 101C, 239A, 226B, 101A, 227.

Carried.

5. Issues for Information:

Manager's Reports

Gene Sobolewski, Chief Administrative Officer, left the meeting, time 11:13 a.m.

Mark Fedoretz, Shop Foreman, and Doug Ponich, Public Works Manager, virtually left the meeting, time 11:15 a.m.

Gene Sobolewski, Chief Administrative Officer, re-joined the meeting, time 11:25 a.m.

Bob Novosiwsky, Public Works Road Foreman, joined the meeting, time 12:13 p.m.

Bob Novosiwsky, Public Works Road Foreman, left the meeting, time 12:18 p.m.

Meeting Recessed Meeting recessed for Lunch, time 12:18 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:50 p.m. in the physical or virtual presence of all Council members, the Chief Administrative Officer, and Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Recording Secretary, Communications Technician, Fire Chief, GIS Operator, Natural Gas Manager, and Safety Officer.

5. Issues for Information:

Manager's Reports

841-22: Gawalko

That the Smoky Lake County Management Reports received for the period of May 14, 2022, to June 14, 2022, from the Public Works Manager, Public Works Shop Foreman, Public Works Road Foreman, Planning and Development Manager, Safety Officer, Natural Gas Manager, Environment & Parks Manager, Agricultural Fieldman, GIS Operator and Communications Technician, be accepted as presented and filed for information.

Carried.

Training Events – Reports to Council

842-22: Cere

That Smoky Lake County Council acknowledge receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, received from:

Planning & Development Department:

- Land Vision Drone Training – Remotely Piloted Aircraft System (RPAS) Basic Flight School, taken by Kyle Schole, Planning Technician on May 12, 2022.

Carried.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. **Executive Session:**

No Executive Session.

Adjournment:

843-22: Serben

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations of June 20, 2022, be adjourned, time 1:03 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **June 23, 2022** at 9:06 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, June 23, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

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

2. Agenda:

844-22: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, June 23, 2022, be adopted, as amended:

Additions to the Agenda:

1. NE Alberta Mayors, Reeves and Indigenous Leaders Caucus.
2. Letter to MLA White Earth Creek Maintenance.

Carried Unanimously.

3. Minutes:

Minutes of May 13, 2022- County Council Budget Meeting

845-22: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, May 13, 2022, be adopted as presented. Carried.

Minutes of May 24, 2022 –County Council Departmental Meeting

846-22: Serben That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, May 24, 2022, be adopted as presented. Carried.

Minutes of May 26, 2022 - County Council Meeting

847-22: Cere That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, May 26, 2022, be adopted as presented. Carried.

Minutes of June 8, 2022 - County Council Committee of the Whole - Administration

848-22: Fenerty

That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration Meeting** held on Wednesday, June 8, 2022, be adopted as presented.

Carried.

Daniel Moric, Natural Gas Manager, virtually left the meeting, time 9:21 a.m.

4. Request for Decision:

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

849-22: Cere

That Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Regional Engineering and Development Standards – Addendum and Update

850-22: Cere

That Smoky Lake County Council approve of the action taken by administration to post an addendum to the Regional Engineering Design Standards (REDS) Request for Proposal (RFP No. REDS-2022), extending the deadline for proposals from Friday, June 17, 2022 at 4:00 p.m. Mountain Time, to Tuesday, July 12, 2022, at 3:00 p.m. Mountain Time, to allow prospective bidders more time to prepare their proposals and to reiterate that a WCB certificate and COR certificate are required components of a complete proposal.

Carried.

Regional Engineering and Development Standards – Award

851-22: Gawalko That Smoky Lake County Council provide authorization to Administration, in awarding the Regional Engineering Design Standards (REDS) contract to the successful proponent, pursuant to future direction received at an Administrators Meeting with the Chief Administrative Officers of Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau, following the close of the Request for Proposal (RFP No. REDS-2022), scheduled for Tuesday, July 12, 2022, after 3:00 p.m. Mountain Time; and acknowledge all action taken by Administration, at the August 25, 2022, County Council meeting.

Carried.

8. Executive Session:

Legal Issue: Community Economic Development Officer Contract

Personnel Issue: Organizational Chart Salary Range Review

852-22: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Community Economic Development Officer Contract, and a Personnel Issue in respect the Organizational Chart Salary Range Review, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer, Finance Manager, and Recording Secretary, time 9:31 a.m.

Carried.

853-22: Serben That Smoky Lake County Council go out of Executive Session, time 10:12 a.m.

Carried.

Three Members of Public, virtually joined the meeting, time 10:12 a.m.

Bylaw No. 1414-22: Community Economic Development Officer (CEDO)

854-22: Gawalko That Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer (CEDO)**, for the purpose of entering into a contract agreement to hire a CEDO, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Halisky, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Bylaw No. 1418-22: Borrowing Bylaw

855-22: Gawalko That Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **FIRST READING**.

Carried.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Community Peace Officer One (CPO1) Recruitment Ad Hoc Committee

856-22: Halisky That Smoky Lake County Councillors: Dominique Cere and Dan Gawalko, be appointed to a Community Peace Officer One (CPO1) Recruitment Ad Hoc Committee, for the purpose of the recruitment and interview process of hiring a Community Peace Officer One (CPO1) for Smoky Lake County.

Carried.

Bylaw Enforcement Officer Services: Contract Extension

857-22: Gawalko That Smoky Lake County Council approve to extend the existing contract for Bylaw Enforcement Services with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for a term not exceeding four (4) months in duration from June 1, 2022 to September 30, 2022.

Carried.

Joint Use Planning Agreements (JUPAs).

858-22: Cere That Smoky Lake County provide a "Notice of Intent" in accordance with Bylaw 1365-20: Smoky Lake Region Intermunicipal Collaboration Framework, Section 4.10.8 Development of Proposed Projects and Services, to initiate discussion with the Aspen View Public Schools and Lakeland Catholic Schools Divisions, further to completing a regional Joint Use Planning Agreement; and recommend an Administrator's meeting be scheduled to initiate discussions; and recommend the Administrator's Meeting Committee subsequently forward its information to the Intermunicipal Collaboration Committee (ICC).

Carried.

ALL-NET Service Tracker – Pilot Project

859-22: Serben That Smoky Lake County Council approve to implement a pilot project titled: “Service Tracker - (Council – Request for Information)” through the All-Net Municipal Solutions’ software application, for the purpose of tracking, managing, and reporting, on service requests from internal sources, for a period of 6 months from July 1, 2022 to January 1, 2023 as to prove the viability of the project and re-evaluate the process upon completion; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information and propose the expansion of this project to Public Submissions and Website Integration.

Carried.

Schedule a Committee of the Whole for the Purpose of Administration Meeting

860-22: Fenerty That the next Smoky Lake County Committee of the Whole for the Purpose of Administration be scheduled for **Tuesday, July 19, 2022 1:00 p.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers, for the purpose of, but not limited to, providing detailed training of ALL-Net Service Tracker to Council.

Carried.

Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference

861-22: Fenerty That Smoky Lake County Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference, be amended as follows:

Carried.

Delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School, virtually joined the meeting time, 11:21 a.m.

Community Futures St. Paul – Smoky Lake Region Committee

862-22: Serben That the Smoky Lake County Councillor Linda Fenerty be appointed as member to the Community Futures St. Paul-Smoky Lake Region Committee; and Councillor Dan Gawalko, be appointed as alternate.

Carried.

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

None.

7. Delegation:

Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison,

Present before Council from 11:32 a.m. to 11:41 a.m. was Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School to provide information further to County Council’s May 26, 2022, Motion #764-22 in respect to the student’s donation request of \$250.00 to help fund a trip to Mexico through the LiveDifferent Charity.

Delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School, virtually left the meeting time, 11:41 a.m.

LiveDifferent Charity – Vilna School Student Trip to Mexico

863-22: Cere That Smoky Lake County donate in the amount of \$250.00 from Grants to Individual or Organizations budget to Alexis Fulton, Vilna School Student in response to the letter received from Alexis Fulton, Vilna School Student, dated May 18, 2022, and delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, towards a Ms. Fulton’s trip to San Quintin, Mexico, to build houses for a week with the Canadian charity “LiveDifferent”; and contact the school to extend an invitation for Ms. Fulton to be a delegation at the next Council Meeting to provide Council with further information; and challenge the Council and Staff of Town of Smoky Lake and Village of Vilna to match or exceed the County’s donation.

Carried.

Policy Statement No. 03-35-12: Snow Clearing

864-22: Serben That Smoky Lake County Policy Statement No. 03-35-12: Snow Clearing, be amended as follows:

Councillor Cere requested a recorded Vote:

<u>For</u>	<u>Against</u>
Halisky	Cere
Gawalko	
Fenerty	
Serben	

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

E

Legislation Reference:	Municipal Government Act
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Purpose:	Set standards and direction to provide a reasonable level of clearing snow on County roadways and snowplowing of private driveways.
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Title: Snow Clearing		Policy No.: 35-12
Section: 03	Code: P-R	Page No.: 1 of 6 <i>E</i>

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

Policy Statement and Guidelines:	
<p>1. STATEMENT:</p> <p>1.1 Smoky Lake County recognizes its obligation to provide an acceptable level of snow clearing service within its available resources for winter maintenance on municipal roads. All reasonable efforts will be made to minimize the inconvenience of winter conditions for the County residents and the vehicular traffic utilizing the road network to ensure accessible roadways are safe and in passable condition.</p> <p>1.2 The County also approves to provide <i>only</i> Residential Driveway Snowplowing Service for its County residents.</p> <p>2. OBJECTIVE:</p> <p>2.1 The County's objective is to have its roads in a condition where traffic is moving for most residents within five (5) days following any winter weather event.</p> <p>2.2 The severity of winter weather events may vary from one part of the County to another requiring redeployment of snow clearing equipment.</p> <p>2.3 Mechanical failure or safety consideration may interrupt snow clearing.</p> <p>3. DEFINITIONS</p> <p>3.1 Winter Weather Event: is defined as any combination of snow and wind that does not stop traffic from moving.</p> <p>3.2 Severe Winter Weather Event: is any combination of snow and wind that is predicted by Environment Canada to disrupt traffic or that occurs and disrupts traffic in the County and has been declared by the Chief Administrative Officer.</p> <p>3.3 Eligibility to purchase a Flag: must not be in conflict with <i>Section 7.2.5</i></p> <p>3.4 Eligibility for a Senior or Disabled: seniors or handicapped is defined as having as least one person over age 65 or handicapped of a permanent residence within Smoky Lake County (physically living full time) at that residence. Proof of age and/or handicap identification via a birth certificate, valid driver's license or other government issued identification must be provided from the resident for obtaining this service.</p>	

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

Policy Statement and Guidelines:	
<p>3.5 Private Residential Driveways: are defined as the most direct route commonly used by a household between the nearest County road and the residence.</p> <p>3.6 Safety Consideration: Provisions as per Worker's Compensation Board and Union Collective Agreements.</p> <p>4. SNOWPLOWING GUIDELINES</p> <p>Winter Weather Events:</p> <p>4.1 Snowplowing will be initiated by the instruction of the Public Works Manager, Public Works Road Foreman or designate.</p> <p>4.2 Grader operators will start snow clearing operations at a different point in their grader beat for each event where practical, to ensure that the same citizens are not always last to be served.</p> <p>4.3 Grader operators will proceed to clear the roads in a systematic manner as directed by the Public Works Manager, Public Works Road Foreman or designate.</p> <p>4.4 Truck plow(s) and/or tractor(s) will be deployed to main road, hamlets and subdivisions and private residential driveways in that order of priority.</p> <p>4.4.1 Following a snowfall, snow will be cleared around any vehicles parked on the street.</p> <p>4.5 Equipment operators will minimize snow berms across private driveways.</p> <p>4.6 Roads may initially be opened only one way if needed to meet the objective of five (5) days of getting traffic moving.</p> <p>4.7 Snow clearing equipment may be moved into areas of the County where conditions are more severe, once traffic is moving within a grader beat.</p> <p>4.8 Public Works Manager and the Public Works Road Foreman will prepare itself to keep equipment operating as continuously as possible without compromising the safety of County workers.</p> <p>Severe Winter Weather Events:</p> <p>4.9 A severe winter weather event will be declared by the Chief Administrative Officer in consultation with the Public Works Manager and the Public Works Road Foreman. Circumstances will warrant deployment of all available resources to ensure mobility of the roadway network.</p>	

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

Policy Statement and Guidelines:	
<p>5. COMMUNICATIONS</p> <p>5.1 Public Works Manager and the Public Works Road Foreman will communicate to Councillors and/or emergency service providers, when requested, by phone or e-mail during winter weather events.</p> <p>5.2 Public Works Manager and the Public Works Road Foreman will provide consistent information to concerned citizens on demand, particularly in regards to expectations for road openings and current operational priorities.</p> <p>5.3 Communications from Councillors and residents should be directed to the Public Works Department, where requests for snow clearing will be prioritized.</p> <p>5.4 Direct communications to request service by residents to snow clearing equipment operators are strongly discouraged and may result in the loss of priority.</p> <p>5.5 The terms and conditions for snow clearing private residential driveways shall accompany each flag numbered for administrative purposes and are valid only for the specific location indicated on the hold harmless agreement. Flags are not transferable.</p> <p>6. PUBLIC SERVICES</p> <p>6.1 Community halls, church yards, and cemeteries will be cleared by request and at no cost subject to availability of equipment and operators.</p> <p>6.2 Snow clearing will be given high priority at no cost for the emergent situations of medical emergencies and funerals. Emergencies do not include scheduled medical appointments.</p> <p>7. PRIVATE RESIDENTIAL DRIVEWAYS</p> <p>7.1 Driveways will be plowed after the plowing of roadways in the area is complete. Depending on weather conditions, several days may lapse before the driveway is plowed. County residences requiring more immediate service are encouraged to make alternate arrangements to clear snow from their driveways by a private contractor at their own cost.</p> <p>7.2 The County provides snow clearing services to Smoky Lake County residents for their residential driveways under the following terms and conditions:</p> <p>7.2.1 County resident, senior citizen and/or citizens with disabilities who live permanently in their own house on their own land or who is renting a residence and is living in the residence on a full-time basis.</p> <p>7.2.2 The maximum length of the driveway to be serviced through the purchase of a flag is 200 lineal meters of snow removal. Additional flags will have to be purchased for lengths of driveways exceeding 200m. The number of flags will be prorated based on the length of driveway in 200 lineal meter increments.</p>	

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

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

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

E

Policy Statement and Guidelines:

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

Section 03

Policy 35-12



Schedule "A"

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

THIS AGREEMENT made this _____ day of _____, A.D., 20____.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the Municipality")

OF THE FIRST PART

Name

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

OF THE SECOND PART

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

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

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

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

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

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

SIGNED _____ } **SMOKY LAKE COUNTY**
_____ }
Landowner _____ } **Per:** _____

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

Page 6 of 6.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

Chief Administrative Officer			
			Report Period: May 21, 2022 to June 17, 2022
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
Policy Committee Meeting			June 15/22 May 31/22
Garner Lake Accretion – Met with landowners requesting to relocate boundaries. The outcome was to have landowner explore to undertake subdivision process and create lots for consolidation.			
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
Mangers Meetings – Every Monday Morning			Ongoing
Property Sale – Completed the sale Offer process.			Jun 17/22
Bonnie Lake Resort – Ongoing discussions regarding the stormwater issue, including a meeting with AE and the Developer's engineers. Completed Review of Engineer's revised drawings.	Ongoing		May 25/22 May 04/22 June 17/22
Departmental Meeting – Departmental Meeting			May 24/22
Dr Recruitment Meeting			May 25/22
FCM – Attended FCM Conference			Jun 01 to June 06/22
Intermunicipal Servicing – Met with Waskatenau Administration, legal and Planning to review the aspects of the process to effect intermunicipal servicing. Legal will be preparing an agreement.			June 07/22
Service Tracker session – Attended a session for the adoption of a service tracker – streamlining requests.			Jun 09/22
Tourism Partnership – Legal team meeting – MCC Legal – Awaiting meeting of Directors. The County Administration is incurring legal and other administrative costs (advertising, etc.) to assist in setting up the meeting in preparing agendas, advertising and legal document preparations.	Ongoing		Jun 17/22
Policy Committee Meeting – Council Committee meeting: Snow Clearing and Land Lease.			Jun 14/22
Committee of the Whole – Broadband Connectivity – Result was that Administration to arrange a meeting with providers to discuss options. RFP is on hold.			Jun 08/22
Joint Health and Safety Committee Meeting			Jun 16/22
Annual County Safety Meeting			Apr 29/22
Northern Lights RV Park – Ongoing discussions regarding Development Permit requirements.			Ongoing
Ukrainian Twinning Meeting/Kosiv			Jun 14/22
RCDC/CEDO Contract – Commenced work to obtain legal opinion regarding the jurisdiction boundaries for managing contract or employee. Have not started bylaw update or CEDO Contract revisions.			Jun 17/22
HWY 28/63 COMMISSION			
Commission Meeting			Jun 08/22

Chief Administrative Officer			
			Report Period: May 21, 2022 to June 17, 2022
Water Break/Service interruption/Bylaw/WFL Admin Costs: ongoing administrative work.	Ongoing		Jun 17/22
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
2022 ASB Budget Meeting			May 24/22
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
Legal – Managing Partner Deficiency Issues - Brownlee has provided a template for Review. Provided at the last meeting.	Ongoing		
Custodian Interviews			May 31/22
COMMUNITY			
Projects	Date In Progress	Date Outstanding	Date Completed
Farmers Appreciation Day			Jun 10/22
TRAINING			
COUNTY STRATEGIC PLAN			
N/A			
Signature: Gene Sobolewski		County Council Meeting: May 19, 2022	

Verbally added:

The calendar placeholder for Smoky Lake County's Strategic Planning Sessions of September 12, 2022, needs to be adjusted to the week of September 6, 2022 or the week of September 26, 2022.

White Earth Creek – Inquiry for Funding Availability and Corrective Action

865-22: Halisky

That Smoky Lake County write a letter to Alberta Environment & Parks (AEP) to request information in respect to funding availability and options for corrective action in respect to addressing the flooding situation along White Earth Creek; and copy the letter to the local MLA and ratepayers who are directly affected by White Earth Creek flooding.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:03 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:51 p.m. in the physical presence of all Council members, the Assistant Chief Administrative Officer, Finance Manager, and the virtual presence of the, Planning and Development Manager, Planning Technician, Recording Secretary, Communications Technician, GIS Operator, and three Members of the Public.

5. Issues for Information:


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

Brenda Adamson, Finance Manager presented an updated Financial Report for the period ending June 10, 2022.

Management Policy Statement No. M01-28-01: IT Technician Job Description

866-22: Serben

That Smoky Lake County Council acknowledge receipt of the Management Policy Statement No. M01-28-01: IT Technician Job Description, as presented:

SMOKY LAKE COUNTY		
Title: Information Technology Technician		Policy No.: 28-01
Section: 1 - M	Job Description	Code: P-A
		Page No.: 1 of 3
Classification:		Salary Negotiable Yearly – Full Benefits.
Purpose:	The Information Technology (IT) Technician will provide leadership regarding the architecture, planning, purchasing, installation, maintenance, technical guidance, and oversight of the corporate technology systems. The Information Technology (IT) Technician shall report directly to the Finance Manager.	
Policy Statement and Guidelines:		
RESPONSIBILITIES		
The Information Technology Technician is a full-time permanent position to provide network administration and systems management services to all Smoky Lake County locations.		
1. Server Management:		
1.1 Server Asset Management		
1.1.1 Review and plan for Capacity changes and make recommendations for planning/budgeting.		
1.1.2 Review performance.		
1.1.3 Ensure the County IT servers are maintained as required.		
1.1.4 Plan and make recommendations for replacement.		
1.1.5 Purchase and install servers as per approvals.		
1.2 Continually monitor and enhance security to reduce risk of data breach or loss.		
1.3 Ensure all programs and licenses are up to date.		
1.4 Manage user access and permissions to servers as approved by senior management		
1.5 Ensure server security and firewalls minimize risk of data breach or loss		
1.6 Ensure website domains are active.		
1.7 Manage the electronic mail system to minimize spam and risk of email phishing, viruses, etc.		
1.8 Coordinate with Software Developers (e.g. Diamond, Munisight GIS) to ensure reliable, consistent software operation.		
1.9 Monitor Server performance and recommend improvements		
1.10 Establish and carry out a data backup strategy		
1.10.1 Annually prepare and update a written strategy		
1.10.2 Schedule and perform routine backups		
1.10.3 Routinely test backups		

Title: Information Technology Technician	Policy No.: 28-01
Section: 1 - M	Page No.: 2 of 3

Policy Statement and Guidelines:	
2. Hardware Management:	
2.1	Purchase, install, and repair all workstations to ensure they are operating efficiently and effectively.
2.2	Purchase, install, and repair, routers to ensure access is available.
2.3	Purchase, install and make general repairs to all servers, computers, printers, servers, photocopiers, tablets, and other hardware.
2.4	Integration of all equipment to the appropriate servers.
2.5	Troubleshoot and solve problems.
2.6	Schedule and provide routine maintenance to maximize performance.
2.7	Provide equipment replacement recommendations and budgets.
3. General Technology Management:	
3.1	Provide service to users.
3.1.1	Schedule and/or provide IT training and support to departments as required
3.1.2	Provide timely response to user's concerns
3.1.3	Troubleshoot and fix issues as needed.
3.1.4	Provide or coordinate training for users
3.2	Trouble shoot and coordinate repairs and maintenance on the VOIP phone system.
3.3	Install, maintain, troubleshoot, and perform upgrades on network.
3.4	Manage and support remote employees.
3.5	Provide support for cellular phones.
3.6	Oversee internet activity and ensure that capacity meets organizational needs.
3.7	Oversee project management for IT related undertakings.
3.8	Ensure all new technologies implemented are compatible with the existing organizational infrastructure.
4. Website:	
4.1	Provide website support and backup to the Communications Department

Job Description: Information Technology Technician

OFFICE STAFF

Title: Information Technology Technician	Policy No.: 28-01
Section: 1 - M	Page No.: 3 of 3

Policy Statement and Guidelines:	
5. Other Responsibilities:	
5.1	Other technology related projects as assigned.
5.2	May be required to work evenings and weekends to perform tasks when staff are not working in the systems.
5.3	Carry out all technology purchases following Smoky Lake County Purchase policies and procedures.
5.4	Must participate in continual learning to ensure the organization is aware of technology improvements and changes
QUALIFICATIONS	
<ul style="list-style-type: none"> ▪ College level diploma in computer information systems, networking, or equivalent ▪ Experience in a similar capacity ▪ Class 5 driver's license ▪ Supportive customers service skills ▪ Problem solving and trouble shooting skills 	
EMPLOYEE EVALUATION	
<ul style="list-style-type: none"> ▪ Evaluated by the Finance Manager on a yearly basis. ▪ Salary Range: as per Policy 01-03: Organizational Chart. 	

	Date	_____ Chief Administrative Officer
Approved		
Amended		
Amended		

Job Description: Information Technology Technician

OFFICE STAFF

Carried.

Management Policy Statement No. M01-17-01: Custodian Job Description

867-22: Gawalko

That Smoky Lake County Council acknowledge receipt of the Management Policy Statement No. M01-17-01: Custodian Job Description, as presented:

SMOKY LAKE COUNTY



Title: Custodian	Policy No.: 17-01
Section: 1 - M <i>Job Description</i>	Code: P-A
	Page No: 1 of 3

Classification: As per Canadian Union of Public Employees Local 4575 Collective Agreement

Purpose: The Custodian shall report directly to the Finance Manager
The Custodian is responsible to ensure the Main Office is clean and orderly.
The Custodian's duties are key to the cleanliness of the Smoky Lake County Main Office located at 4612 McDougall Drive. The wages and benefits for the position are based on the Canadian Union of Public Employees Local 4575 Collective Agreement, under the job classifications of: Custodian.

Policy Statement and Guidelines:

RESPONSIBILITIES

The Custodian works to create a clean, orderly, and safe environment by performing a wide variety of cleaning and minor maintenance activities at the County's Main Office, ultimately keeping the interior of the building clean.

- 1. General**
 - 1.1. Clean all accessible building areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc.).
 - 1.2. Perform and document routine inspection and maintenance activities.
 - 1.3. Carry out heavy cleansing tasks and special or seasonal cleaning projects.
 - 1.4. Stock and maintain custodian supply rooms.
 - 1.5. Ensure all offices, workspaces, and common areas are prepared for the next day by taking out trash, tidying furniture and dusting surfaces.
 - 1.6. Report major and minor damages or repairs to the Finance Manager or CAO.
 - 1.7. Secure facilities after operating hours by locking doors, closing windows, and arming the alarm system. Including ensuring the building is secure after evening meetings.
 - 1.8. Performs routine maintenance to custodial equipment and supplies.
 - 1.9. May provide vendors with access to areas for cleaning and may answer basic questions. May report issues with vendors to supervisor.
 - 1.10. Performs miscellaneous job-related duties as assigned.
- 2. Safety:**
 - 2.1. Ensure that Smoky Lake County's Health and Safety Program along with the requirements and procedures as outlined in the Safety Policy Manual are adhered to, and the Alberta Occupational Health and Safety (OH&S) standards are met.

Job Description: Custodian

Administration Department

SMOKY LAKE COUNTY



Title: Custodian	Policy No.: 17-01
Section: 1 - M <i>Job Description</i>	Code: P-A
	Page No: 2 of 3

- 2.2. Perform Safety Hazard Assessments.
- 2.3. Attend training sessions and workshops, as required.
- 2.4. Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- 3. Daily/Weekly Cleaning**
 - 3.1. General Overall- Clean all accessible areas:
 - 3.1.1 vacuum all floors, including corners and mats and floors underneath,
 - 3.1.2 wipe and sanitize common touch areas such as door handles, kitchen surfaces, etc.
 - 3.1.3 dispose of cups, bottles, and other garbage left in common areas,
 - 3.1.4 remove spots on carpets, when possible,
 - 3.1.5 wash tiled floors, including under sinks, and
 - 3.1.6 empty garbage cans and dispose of in the dumpster outside.
 - 3.2. Kitchen and Lunchroom Area:
 - 3.2.1 clean and polish exteriors of all appliances, and
 - 3.2.2 clean & disinfect kitchen counters, sink and table tops using cleaning products that are safe for food.
 - 3.3. Washrooms:
 - 3.3.1 replenish toilet paper, paper towels and liquid soap, including backup supplies in washroom cupboards,
 - 3.3.1 clean and disinfect toilet seats and bowls, urinals, taps, washbasins, dispensers, and counters, and
 - 3.3.2 dust and clean garbage cans, mirrors and any shelves.
 - 3.4. Entranceways:
 - 3.4.1 clean kick plates and disinfect hand plates and handles on doors, and
 - 3.4.2 check and spot clean doors, including the glass.
 - 3.5. Check all doors, windows and alarms before leaving the building.
- 4. Periodic Cleaning**
 - 4.1. Monthly:
 - 4.1.1 dust and/or vacuum high ledges and other high areas where dust and cobwebs collect,
 - 4.1.2 check and spot clean interior painted walls and baseboards,
 - 4.1.3 clean kitchen table and chair legs, and
 - 4.1.4 dust baseboards, windowsills, desks areas that are clear of paper, counters, and tables.

Job Description: Custodian

Administration Department

SMOKY LAKE COUNTY



Title: Custodian		Policy No.: 17-01
Section: 1 - M Job Description	Code: P-A	Page No: 3 of 3

<p>5 Additional Work</p> <p>5.1 Yearly:</p> <ul style="list-style-type: none">5.1.1 wash walls,5.1.2 wash and wax tile floors,5.1.3 steam clean carpet, and5.1.4 wash windows. <p>5.2 Other projects as requested.</p> <p>QUALIFICATIONS</p> <ul style="list-style-type: none">▪ Understanding of privacy and confidentiality policies and procedures.▪ Ability to understand verbal instructions.▪ Ability to understand and follow safety procedures.▪ Ability to lift and manipulate heavy objects.▪ Ability to read, understand, follow, and enforce safety procedures.▪ Familiarity with Material Safety Data Sheets.▪ Integrity and ability to work independently.▪ Proven experience as custodian, janitor or in a similar role.▪ Knowledge of use and maintenance of industrial cleaning equipment, chemicals, and appliances.▪ Knowledge of safe disposal of chemical liquids and other hazardous components.▪ Attention to detail and conscientiousness.▪ High school diploma is preferred but not required. <p>EMPLOYEE EVALUATION</p> <ul style="list-style-type: none">▪ Evaluated by the Finance Manager on a yearly basis.
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Carried.

Gene Sobolewski, Chief Administrative Officer, entered Council Chambers, time 1:02 p.m.

Finance Manager’s Report

868-22: Gawalko That Smoky Lake County’s Finance Manager’s report for the period ending June 10, 2022, be accepted, and filed for information.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement: **February 2022.**

Action List(s)

Action Lists:

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

Chief Administrative Officer’s Report

869-22: Gawalko That Smoky Lake County’s Chief Administrative Officer’s report for the period of May 21, 2022, to June 17, 2022, be accepted and filed for information.

Carried.

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

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

No Report. See ASB for report.

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

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

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

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

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

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

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

May 25, 2022 – Smoky Lake Foundation CAO Evaluation

June 21, 2022 – Smoky Lake Foundation Meeting

1. Rent increase notice goes out at the end of the month.

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

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

May 20, 2022 – 13 Ways Workshop with Doug Griffiths and Golnaz Azimi virtually/National Hall (All Council)

- Discussed Smoky Lake Region's Strategic Plan and Marketing Advice.

May 24, 2022 – Council Departmental meeting, held virtually/in Chambers (All Council)

- Appointed Weed/Pest Inspectors for the season.
- Accepted an offer from Ritchie Brothers Auctioneers, responding to the Sale of Public Works Surplus Equipment that was advertised in the May 2022 Grapevine.
- Approved an unbudgeted expense up to \$25,600.00 to cover the escalation cost of approve replacement of a Grader.
- Selected the Agricultural Service Board Poster Contest winning entries from local schools.

May 25, 2022 – Doctor Retention & Recruitment meeting, held virtually (Lorne and Dan)

- Recommended each municipality proclaim May 30-June 3 as Alberta Rural Health Week.
- Received the financial operating position for 2021 and 2022.
- Received information in respect to: Drive Happiness Program – Seniors Assisted Transportation Program, Streamlining Foreign Physician Assessments, and the Cardiac Stress Testing Annual Fee for the Lakeland Primary.
- Care Network in Smoky Lake

May 26, 2022 – Council Regular meeting, held virtually/in Chambers (All Council)

- Held the Public Hearing for Bylaw No. 1415-22.
- Gave 3rd reading to Bylaw No. 1415-22 which allows for the rezoning 19176, Victoria Trail, from "Agriculture (AG) District" to "Victoria Commercial (C2) District" and reclassification from an "Agriculture Area" to a "Commercial Area".
- Proclaimed Sunday, June 12, 2022, as Canadian Rivers Day.
- Approved to initiate a fragmentation of River Lot 10 (Victoria Settlement) to separate the Victoria Park Cemetery for the potential transfer of it to the Métis Nation of Alberta.
- Gave 3rd reading to Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource.
- Appointed public-at-large members to the Agricultural Service Board Independent Appeal Panel for Pest Control & the Ag Service Board to the Appeal Panel for Soil Conservation.

- Agreed to execute a service agreement with Capital Region Assessment Services Commission, to provide Local & Composite Assessment Review Boards (LARB & CARB) Services.
- Gave 3rd reading to Bylaw No. 1417-22 to establish and govern the County's LARB & CARB.
- Confirmed the review of Bylaw 1320-18: Code of Conduct.
- Approved the unbudgeted expense and agreed to offer \$220,000 to purchase SW-27-59-17-W4, containing 9.09 acres (more or less).
- Approved to utilize Federal Gas Tax (FGT) funds for 50% of the escalation costs to complete the Bridge Rehabilitation Project # BF13398 (Range Road 130 and Township Road 602) with the other 50% coming from additional Strategic Transportation Infrastructure Program (STIP) funding.
- Agreed to waive penalties incurred on utility bills due to system interruptions arising from the financial system conversion, for May 2022.
- Proclaimed Senior's Week as June 6 to June 12, 2022.
- Agreed to renew the Northeast Alberta Information HUB Ltd. membership for \$1,230.50.
- Approved to sponsor the Smoky Lake Golf Club's 2022 Junior Golf Program for \$1,000.

May 29-31, 2022 – Alberta Fire Chief's Conference, held in Red Deer (Lorne & Linda)

- Keynote Speakers talked about:
 - Our First Responders Deserve Better! Rapid Access, Rapid Recovery, Rapid Return to Work and a Healthy Life.
 - Leading Greatness.
 - How Fire Chiefs Can Improve Their Members Well Being While Attracting and Retaining Volunteers.
 - Performance Under Pressure: Building a Reality Based Training Program.
 - Identification, risks, and firefighter safety in YOUR municipality.
- Workshop Session on Workplace Bullying Mitigation.
- Plenary Session - Fire Chiefs Bear Pit Session.

June 1-6, 2022 – FCM Annual Conference, held in Regina SK, (Lorne & CAO)

- Workshops included:
 - How Indigenous-municipal partnerships are driving reconciliation
 - How municipalities are driving market housing solutions
 - Local solutions in the face of climate change
 - Creating impactful videos for elected officials
 - Municipal funding — an equity lens
 - Using consumer spending data to drive recovery
 - Work-life balance as an elected official
 - Online Harassment, online threats, and digital safety
 - How to build an anti-racist, equitable and inclusive municipality
 - Northern and Remote Housing: Local Solutions
 - Understanding climate risk and building resilient infrastructure
 - The changing face of digital collaboration; working together to shape the future of communities
 - Together for Net-Zero
 - Green Procurement: A Powerful Tool to Reach Net-Zero
 - A Closer Look at Municipal Innovation

June 8, 2022 – Hwy 28/63 Regional Water Services Commission, held virtually/in Chambers (Lorne & Dan)

- Received financial reports and activity reports from the Manager and Engineers.
- Reviewed the Service Connections policy

June 8, 2022 – Council Committee of the Whole, held virtually/in Chambers (All Council)

- Received information and held discussion on: Broadband connectivity, Environmental Reserve, Electric Vehicle Charging Stations and when to commence meetings for determining the County's strategic plan.

June 10, 2022 – Farmers and Ranchers Appreciation Day Event, held at the Smoky Lake Complex (Lorne, Dan, Jered & Dominique)

- This well attended event was a success, with tasty burgers and information booths from several different organizations relating to agriculture and economic development.

June 14, 2022 – Ukrainian Twinning Committee meeting, held virtually/in Chambers (Lorne & Linda)

- Received an update on Fundraising efforts in support of Ukraine, including but not limited to the funds raised in the amount of \$3,809CAD was wired on May 17, 2022, and fundraising continues with the Ribbon Campaign, and proposed Silent Auction, and Fundraising Dinner.

June 14, 2022 – Policy Committee meeting, held virtually/in Chambers (All Council)

- Reviewed and agreed to send the Snow Clearing Policy and Surface Lease of Municipally Owned Properties, to a Council meeting for amendment.
- Agreed to defer further discussion about the disposition of County-owned land at a future meeting.

June 15, 2022 – Joint Health & Safety Committee Meeting, held virtually (Lorne & Dominique)

- 3 Incidents were reported in the period of May 18 to June 13: May 18, Vehicle Damage - when a County Fire Unit backed up into another Third Party Vehicle during an anhydrous ammonia release incident, June 1 Equipment Damage - a tractor back window broke when a rock flew up from the pull type mower when cutting grass and June 9 Near Miss Vehicle and Injury - occurred when a County trailer unit had to brake hard to avoid a collision when a vehicle drove in front of them off of Hwy 859 onto Hwy 28.
- Committee Member Reports were presented with topics such as sunscreen use, insect repellent use, routine check ins throughout the day and end of workday, mental health, hot temperatures, and theft in region.

June 15, 2022 – Elevate Wellness Team Meeting held virtually (Lorne)

- Discussed/ worked on Lending Library items and process, discussed multi-use trail systems in the Town of Smoky Lake and throughout County and discussed Joint Municipalities Meeting presentation from the Elevate Wellness Team.

June 16, 2022 – Fed Gas Insurance Reciprocal Exchange and AGM Meeting in Edmonton (Lorne & Dan)

- Presentation of Audited Financial Statements with all in good order, appointment of Auditor, Business Activity Report presented, and Bylaws submitted.
- AGM discussed O&M, training, Health & Safety, Federation update, Gas Alberta Inc. update, Utility Safety Partners presentation, Municipal Affairs presentation, Alberta Energy Regulator presentation and topics previously submitted/ from the floor.

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

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

June 20, 2022 – Smoky Lake Agricultural Society Meeting

- General information reviewed.

RhPAP - Rural Community Health Provider Attraction and Retention Conference

869-22: Fenerty

That Smoky Lake County donate promotional items up to a value in the amount of \$100.00 towards the RhPAP Rural Community Health Provider Attraction and Retention Conference's – Early Bird Registration Draw: Alberta Backyard Treasure Basket, scheduled for October 4-6, 2022.

Carried.

Councillors Reports on Various Committees, Boards and Commissions

870-22: Fenerty That the Smoky Lake County Reeve's Report received for the period of May 20, 2022 to June 16, 2022, be posted to the County's website; and the Councillor's reports received for the period of May 2022 to June 2022, be filed for information; and the additional documents received as follows from various committees, boards, commissions, and Added Named Insured (ANI) organizations, be filed for information:

- Smoky Lake Regional Heritage Board - Minutes: March 18, 2022 and Action Tracking Table.

Carried.

6. Correspondence:

Victoria Home Guard Historical Society – 2021 Annual General Meeting

871-22: Serben That Smoky Lake County Council acknowledge receipt of the Victoria Home Guard Historical Society's Year-2021 Reports, including the minutes of the Annual General Meeting held on March 14, 2022, Financial Report to December 31, 2021 and Auditors Report, Presidents Report, Historical Sites Signage & Maintenance Report, Oral Histories Update, Trail Tours Report, Anthology Report, Membership Report, Newsletters Published Report, Nominating Committee Report, Officers of the Guard Report, Focus Areas Report, and 2007 Master Plan.

Carried.

Lack of Support from Federal Government for Smaller Municipalities

872-22: Halisky That Smoky Lake County Council to provide the following important issues impacting the County's economic development:

1. Broadband Connectivity,
2. Transportation for all ages
3. Affordable Housing all age groups
4. Utility Inflation Costs.

as requested in the correspondence received from Shannon Stubbs, M.P., Shadow Minister for Rural Economic Development and Rural Broadband Strategy - Lakeland, Damien C. Kurek, M.P., Deputy Shadow Minister for Rural Economic Development and Rural Broadband Strategy – Battle River-Crowfoot, dated June 2022, in respect to the lack of support from Federal government for smaller municipalities.

Carried.

Warspite Community Hall Association – Request for Financial Assistance

873-22: Fenerty That Smoky Lake County Council reconfirm the funds provided as per County Council's October 15, 2021, Motion #1319-21, in the amount of \$8,000.00, issued by cheque number 51811 to Warspite Community Hall Association, on November 5, 2021, **must be** utilized towards the replacement of an oversized furnace within Warspite Hall or the funds must be returned to Smoky Lake County, in response to the secondary letter received from Melinda Kaminsky, President, Jackie Mason, Vice President, Warspite Community Hall Association, received in June 2022, further to the original letter dated April 6, 2022.

Carried.

Warspite Community Hall Association – Request for Financial Assistance

874-22: Gawalko That Smoky Lake County Council **take no action** to the request for financial relief towards the Warspite Community Hall's natural gas bill in the amount of \$363.61, as requested in the letter received from Melinda Kaminsky, President, Jackie Mason, Vice President, Warspite Community Hall Association, received in June 2022.

Carried.

2022 Regional Parades

875-22: Gawalko That Smoky Lake County Council acknowledge a Year-2022 parade will be prepared with the theme: “We Love Ukraine”, and entered into the following community parades

- Town of Smoky Lake on Saturday, July 30, 2022,
- Village of Waskatenau on Saturday, August 14, 2022,
- Village of Vilna on Saturday, August 20, 2022, and

Council who can attend – attend.

Carried.

2022 Ergonomics Assessment Recommendations from Leading Edge Physiotherapy

876-22: Cere That Smoky Lake County acknowledge the ergonomics assessment recommendations provided by Leading Edge Physiotherapy’s Ergonomic Evaluation Specialist, Lisa Huskins MScOT, CFCE, CMAc, on May 19, 2022; and the workstation equipment listed in the said recommendation be considered as part of the 2023 budget.

Carried.

2022 Innotech Alberta Vegreville Hemp Field Day

877-22: Gawalko That Smoky Lake County Council who can attend – attend the 2022 Innotech Alberta Vegreville Hemp Field Day, scheduled for July 21, 2022, at InnoTech Alberta – Vegreville facility, and tour of Charlie Leksiw’s Hemp Plot is possible.

Carried.

Municipal Affairs – Smoky Lake County Population

878-22: Cere That Smoky Lake County acknowledge the County’s calculated population for Year-2021 is 2,517, as a result of using the same methodology used by Municipal Affairs, based on the Statistics Canada’s 2021 Census.

Carried.

9. Information Release:

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

879-22: Gawalko That Smoky Lake County’s following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of March 2022, be filed for information:

- R35-22: LICA – Engaging on Land and Water Management;
- R36-22: RMA Golf Tournament at Coal Creek Golf Resort on July 15, 2022;
- R37-22: RMA: Contact Newsletter: May 27, 2022;
- R38-22: Aspen View News Release – May 30, 2022;
- R39-22: LICA Email – Alberta Energy Regulator Feedback;
- R40-22: RMA: Contact Newsletter: June 10, 2022.
- R41-22: Aspen View Board Highlights – May 26, 2022;

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

- Aspen View Public Schools, for the contribution made towards the first ever Aspen View Public Schools Robotics Tournament held at Thorhild Central School in May 2022;
- Smoky Lake Foundation (Bar V Nook and Vilna Lodge), for the cake provided during Seniors Week.

Carried.

10. Bills & Accounts:

880-22: Gawalko

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

County Council Meeting: June 23rd, 2022

Batch #	Cheque Numbers	Total of Batch
015	52276 to 52300	\$55,733.95
016	52301 to 52312	\$41,368.74
019	52313 to 52339	\$242,698.77
020	52340 to 52347	\$96,637.16
021	52348 to 52379	\$100,805.56
Total Cheques from 52276 to 52379		\$537,244.18

Batch #	EFT Numbers	Total of Batch
220524	101 to 110	\$451,579.12
220531	111 to 125	\$73,775.97
220614	126 to 154	\$404,850.58
Total EFTs from 101 to 154		\$930,205.67

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY005	My HAS	\$193.38
PMPAY007	My HAS	\$589.19
PMPAY008	My HAS	\$198.85
PMPAY010	ENTERPRISE FLEET	\$148,774.15
PMPAY011	My HAS	\$469.63
PMPAY012	My HAS	\$1,046.54
032	VISION XS LTD	\$17,187.89
072	AB SCHOOL FDTN	\$394,285.67
PMPAY013	My HAS	\$146.84
Total Direct Debits		\$562,892.14

Grand Total Bills and Accounts	\$2,030,341.99
<i>(Note: From General Account)</i>	

Carried.

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

Schedule County Council Meeting

881-22: Fenerty

The next Smoky Lake **County Council Departmental Operations Meeting** be scheduled for **Tuesday, August 23, 2022, at 9:00 a.m.** and **Tuesday, September 20, 2022, at 9:00 a.m.** and the next **County Council Meeting** be scheduled for **Thursday, August 25, 2022, at 9:00 a.m.** and **Thursday, September 22, 2022, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

NE Alberta Mayors, Reeves and Indigenous Leaders Caucus

882-22: Gawalko

The Smoky Lake County Council who can attend – attend the NE Alberta Mayors, Reeves and Indigenous Leaders Caucus, scheduled for Wednesday, July 13, 2022 at the Town of Lamont Rec Centre Meeting Room, Lamont, Alberta.

Carried.

ADJOURNMENT:


883-22: Fenerty

That the Smoky Lake County Council Meeting of June 23, 2022, be adjourned, time 2:21 p.m..

REEVE


S E A L

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION	DATE	August 25, 2022, 4.1
TOPIC	<p style="text-align: center;">North Saskatchewan Heritage River Initiative: Approved Nomination, Management Plan Project Charter</p> <div style="text-align: center;">  Canadian Heritage Rivers System Réseau des rivières du patrimoine canadien b.a.C.T ᐃᑭᐅᑦᑕᑦᑕᑦᑕᑦ ᑦᑕᑦᑕᑦ </div> <p style="text-align: center;">NORTH SASKATCHEWAN RIVER IN ALBERTA</p>	
PROPOSAL	<p><i>That Smoky Lake County:</i></p> <ol style="list-style-type: none"> 1) <i>Accept the letter from the Hon. Steven Guilbeault, Environment and Climate Change Canada (ECCC) and Minister Responsible for Parks Canada, approving the Nomination of the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System (CHRS), dated June 29, 2022, and accompanying Press Release dated August 3, 2022, for information.</i> 2) <i>Accept the North Saskatchewan Heritage River Initiative Study Project Charter, Workplan, and Engagement Plan which have been developed in partnership with O2 Planning + Design Inc., for information.</i> <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Letter from the Hon. Steven Guilbeault, Environment and Climate Change Canada (ECCC), approving the Nomination of the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System (CHRS), dated June 29, 2022 and accompanying federal Press Release dated August 3, 2022. © ATTACHMENT 1 • North Sask. Heritage River Initiative Study Project Charter © ATTACHMENT 2 <p><u>NEXT STEPS</u></p> <ul style="list-style-type: none"> • Administration aims to return to Smoky Lake County Council with a draft Final Report in Spring/Summer 2023. (Target: May). <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • January 2022 - Village of Vilna applied as the Managing Partner for an Alberta Community Partnership (ACP) Grant in the Intermunicipal Collaboration theme, in an amount of \$200k to contribute to completing a Heritage River Management Plan. <i>This application was modeled on a similar successful application led by the MD of Fairview No. 136 in 2019, on behalf of the five-member Peace Valley Conservation, Recreation & Tourism Society.</i> <ul style="list-style-type: none"> ○ The North Saskatchewan Watershed Alliance (NSWA) Board, a motion carried to enter a Memorandum of Understanding (MOU) further to supporting the Heritage River Management Plan in-kind up to \$8k. • February 2022 – Smoky Lake County executed a \$45k Parks Canada Funding Contribution Agreement. • March 2022 – The Village of Vilna’s Alberta Community Partnership (ACP) Grant application as Managing Partner via Municipal Affairs for \$200k was approved. 	

	<ul style="list-style-type: none"> • April 2022 <ul style="list-style-type: none"> ○ The City of Edmonton convened a Stakeholder Committee to help guide an National Urban Park (NUP) Initiative, with a focus likely being the North Saskatchewan River. <ul style="list-style-type: none"> ▪ This group will meet for about an hour, once a month, for six months, with a Pre-Feasibility Report to return to City Council in November/December 2022. ▪ Work on a NUP Management Plan during 2023 - 2024. ▪ Establishment of a NUP anticipated for 2025 <i>or beyond</i>. ▪ <u>Note</u>: the boundaries of a future NUP may extend up and down river beyond Edmonton City limits. • May 2022 - Request for Proposal (RFP No. CHRS-2022) <ul style="list-style-type: none"> ○ Was posted to the Alberta Purchasing Connection (APC), on April 29th, which closed on May 18, 2022, at 3:59:59pm MST. ○ The County received a total of 5 valid bids, and selected <u>O2 Planning & Design Inc</u> at its May 26 Regular Meeting. • June 2022 – Nomination Approved, Project Charter, Work & Engagement Plans <p style="margin-left: 40px;">Nomination Approved</p> <ul style="list-style-type: none"> ○ On June 29, 2022, the Hon. Steven Guilbeault, Environment and Climate Change Canada (ECCC) and Minister Responsible for Parks Canada approved the Nomination of the North Saskatchewan (Alberta) with an accompanying Press Release that was Published on August 3, 2022. <p style="margin-left: 40px;">Project Charter, Work & Engagement Plans</p> <ul style="list-style-type: none"> ○ Administration has worked with O2 Planning & Design Inc. to create a Project Charter, based on the RFP and Bid, which will guide the implementation and approach to the Heritage River Study. ○ Engagement Plans will now also be developed prior to mobilization in August. ○ Members of the Project Advisory Steering Committee also received opportunity for input on August 10.
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CORRELATION TO BUSINESS (STRATEGIC) PLAN	
Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom	
Vision: Leading the way in positive growth with healthy, sustainable, rural living.	
Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<u>Alberta <i>Municipal Government Act</i></u> <u>Parks Canada Guiding Principles and Operational Policies, Part II - Activity Policies: Canadian Heritage Rivers Policy</u>

BENEFITS		<ul style="list-style-type: none"> Natural, land, and river-based tourism development opportunities. Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, Community Facility Enhancement, etc.) Enhanced community participation, awareness, pride, and place-making.
DISADVANTAGES		<ul style="list-style-type: none"> Staff time. Risk that CHRS Designation is not ultimately realized.
ALTERNATIVES		<ul style="list-style-type: none"> Take no action/Defer
FINANCE/BUDGET IMPLICATIONS		
Operating Costs: _____		Capital Costs: _____
Budget Available:	\$245,000 + (\$8,000 in-kind)	Source of Funds: <u>grants</u>
Budgeted Costs:	\$225,000	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS		<ul style="list-style-type: none"> <u>Indigenous Peoples</u> - Inclusion of Indigenous peoples with interest in developing environmental management frameworks, sub-regional, and issue specific plans is important to the success of all Planning Branch projects. <u>Government (Municipal, Provincial, Federal)</u> - A key component to the delivery of the environmental management frameworks, sub-regional, and issue specific plans will be implementation by planning and decision-making bodies in the respective regions. All orders of government (Municipal, Provincial and Federal) will be involved. <u>Partnerships and Non-Government Organizations (NGOs)</u> – Includes organizations such as civic clubs, local and provincial environmental organizations, Airshed groups, multi-stakeholder groups, Watershed Planning and Advisory Councils, research institutions, academia, etc. <u>Industry</u> – Includes oil and gas, forestry, agriculture, tourism, irrigation, processing, agriculture, etc.
COMMUNICATION STRATEGY		<ul style="list-style-type: none"> Project Micro-website, social media, etc.
RECOMMENDATION		
<p>That Smoky Lake County</p> <p>1) Accept letter from the Hon. Steven Guilbeault, Environment and Climate Change Canada (ECCC), approving the Nomination of the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System (CHRS), dated June 29, 2022, and accompanying federal Press Release dated August 3, 2022, for information.</p> <p>2) Accept the North Saskatchewan Heritage River Initiative Study Project Charter, Workplan, and Engagement Plan which have been developed in partnership with O2 Planning + Design Inc., for Information.</p>		
CHIEF ADMINISTRATIVE OFFICER		



Mr. Kyle Schole
Planning, Development and Project Assistant
Smoky Lake County
P.O. Box 310
Smoky Lake AB T0A 3C0

2022-06-29

Dear Mr. Schole:

I am pleased to inform you that I have reviewed the recommendation from the Canadian Heritage Rivers Board with respect to the nomination of the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System.

As the North Saskatchewan River (Alberta) meets selection and integrity guidelines, I have approved its nomination to the Canadian Heritage Rivers System for further consideration in order to conserve and celebrate Canada's rich river heritage.

As the driving force behind the multi-year project to nominate the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System, Smoky Lake County has every reason to be proud.

I commend you and your partners for your dedication to promoting public appreciation, conservation, and wise use of this important river, and I offer my congratulations to the extended team of volunteers and community partners who have played such a key role in this accomplishment.

I wish to thank you personally for your leadership and passion for sharing the story of the river and its significance with all Canadians.

I look forward to seeing progress by Smoky Lake County on a designation document that further builds a shared vision and strategic direction for management of the river.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Steven Guilbeault'.

The Honourable Steven Guilbeault, P.C., M.P. (il/lui/he/him)



[Canada.ca](#) > [Parks Canada](#)

Governments of Canada and Alberta officially accept nomination of the Alberta section of the North Saskatchewan River as a Canadian Heritage River

From: [Parks Canada](#)

News release

The river can now be considered for full designation in the Canadian Heritage Rivers System

August 3, 2022

Ottawa, Ontario

Parks Canada Agency

Heritage places reflect the rich and varied stories of Canada and provide an opportunity for Canadians to learn more about our diverse history.

Today, the Honourable Steven Guilbeault, Minister of Environment and Climate Change and Minister responsible for Parks Canada, and the Honourable Whitney Issik, Alberta Minister of Environment and Parks, announced the official endorsement of the nomination of the North Saskatchewan River as a Canadian Heritage River.

The nominated section includes the entire 718 km of the North Saskatchewan River in Alberta from the Banff National Park boundary to the Alberta/Saskatchewan provincial border. The 49 km section of the North Saskatchewan River within Banff National Park was previously designated as a Canadian Heritage River in 1989.

The North Saskatchewan River is a traditional gathering place, travel route and home for Indigenous peoples including the Cree, Blackfoot, Ktunaxa, Métis, Nakota Sioux, Iroquois, Dene, Ojibwe, Sauteaux, Anishinaabe, Inuit, and Assiniboine. Further, the river played a pivotal role as the main transportation and communication route from eastern Canada to the Rocky Mountains, from the middle of the 17th century to the middle of the 20th century.

This section of the North Saskatchewan River was nominated by the proponent, Smoky Lake County, for its outstanding cultural value; its role as a primary exploration, transportation, and settlement corridor in Western Canada for thousands of years by Indigenous peoples, as well as during the last four centuries of European and Indigenous exploration, fur trade, and settlement; and also for its outstanding recreational value, affording many diverse opportunities for river travel and adventure.

The nomination complements the potential new national urban park for the Edmonton region, announced in March 2022 under Parks Canada's National Urban Parks Program. Parks Canada, the City of Edmonton, the Confederacy of

Treaty Six First Nations, and the Métis Nation of Alberta are collaborating together to lead discussions and engagement around the opportunity for a national urban park in the Edmonton region.

The North Saskatchewan River Valley is one of several sites in the Edmonton region being explored as a potential location for the national urban park. Together, the river valley and park would provide access to nature for communities, protect biodiversity, enhance urban greenspaces for conservation and public enjoyment, and advance reconciliation with Indigenous peoples.

-30-

Additional multimedia



Left picture: Vision Quest viewpoint toward Lake Abraham (forming part of the NSR), Clearwater County. Courtesy of David Thompson Country Tourism Region.



Right picture: 'Paddle into the Past' program at Métis Crossing, located within the Victoria District National Historic Site of Canada in Smoky Lake County. Courtesy of Victoria Settlement Provincial Historic Site, Government of Alberta.

Quotes

"For millennia, rivers have been the meeting places, travel routes and trade corridors that stitched this continent together. Canadian Heritage Rivers offer Canadians and visitors a chance to experience great waterways, learn about our shared history, and share in the stewardship of these incredible places. By approving the nomination of the North Saskatchewan River to the Canadian Heritage Rivers System, the Government of Canada recognizes its tremendous value, culturally, historically and recreationally."

*The Honourable Steven Guilbeault,
Minister of Environment and Climate Change and Minister responsible for
Parks Canada*

"Indigenous peoples have a long and deep relationship with the North Saskatchewan River that exists to this day. As our province has grown, more and more Albertans have come to rely on and cherish the North Saskatchewan River, both as a source of drinking water for more than one million people and for the river's dynamic aquatic ecosystem and the many exciting recreational opportunities that await throughout the entire North Saskatchewan River valley. I'm pleased to endorse the North Saskatchewan River's nomination as a Canadian Heritage River."

*The Honourable Whitney Issik,
Minister of Environment and Parks, Government of Alberta*

"For thousands of years, North Saskatchewan River has been an important place of gathering and community for Indigenous peoples. By ensuring its conservation, we can continue to protect the water and honor our collective relationship with nature. Edmontonians are deeply connected to the river and we are committed to making sure it stays clean and accessible for many generations to come."

*The Honourable Amarjeet Sohi,
Mayor of the City of Edmonton*

"The official nomination of the North Saskatchewan River as a Canadian Heritage River is an important step in the process of creating a national urban park in Treaty 6 Territory. Indigenous peoples in Treaty 6 Territory have a deep and spiritual connection to the North Saskatchewan River and its river valley and I am grateful for this development. The river was a traditional travel route, and its valley was home to, and a gathering place for, many diverse Indigenous peoples. This is a positive step in our shared reconciliation journey and will provide opportunities for healing and cultural celebration for both Indigenous and non-Indigenous people."

*Grand Chief George Arcand Jr.
Confederacy of Treaty Six First Nations*

The Métis Nation of Alberta is pleased to support this nomination of the North Saskatchewan River to be recognized as a Canadian Heritage River. This river has played a pivotal role in the development of our Nation in Alberta. It was an original transportation route along which our ancestors travelled and sang their songs. It was, and continues to be, a source of cultural, spiritual and economic abundance for our people. Along the banks of the North Saskatchewan River, the Métis people joined our First Nations ancestors, and welcomed our European friends to build homes and communities. It is our responsibility to ensure the long term health and integrity of this river as a source of life and abundance for all people in Alberta.

*President Audrey Poitras,
Métis Nation of Alberta*

"The rich cultural landscape of Smoky Lake County has been nurtured by the North Saskatchewan River, most notably around Métis Crossing, located within the Victoria District National Historic Site of Canada. Since late 2019, the County has led a collaborative Initiative of municipalities, Indigenous communities, and other recreation and stewardship groups to advance the Canadian Heritage Rivers System designation for the North Saskatchewan River across Alberta. This designation will ensure greater awareness and collaboration among jurisdictions and river-users to foster sustainable tourism, business, and recreation opportunities through the recognition and celebration of the outstanding cultural values of this iconic river."

*Lorne Halisky, Reeve & Division 4 Councillor,
Smoky Lake County*

“The North Saskatchewan Watershed Alliance is a collaborative partnership that seeks to enhance our understanding of the watershed so we can best manage our rivers, wetlands, and lakes. We began some of the early work towards heritage recognition for the North Saskatchewan River in the early 2000s, and so we are pleased to be supporting this Initiative being led by Smoky Lake County, which aims to amplify the stories and the culture of the North Saskatchewan River and its watershed.”

*Scott Millar, Executive Director,
North Saskatchewan Watershed Alliance (NSWA)*

“This is great news. And a boon for Smoky Lake—highlighting the region’s potential to be a key tourism destination, and accelerating economic recovery and growth.”

*David Goldstein, Chief Executive Officer,
Travel Alberta*

Quick facts

- The North Saskatchewan River’s name originates from the Cree, ‘kiskâciwani-sîpiy’, (meaning “swift-flowing river”) or in Blackfoot, ‘omaka-ty’ (meaning ‘Big River’).
- The North Saskatchewan River flows within the North Saskatchewan watershed across central Alberta and into Saskatchewan. The river travels 1,287 km from its origin in the Columbia Icefields in the Rocky Mountains of western Alberta to the ‘Forks’ within the province of Saskatchewan. This route transects four of Alberta’s six natural regions: Rocky Mountains, Foothills, Boreal Forest, and Parkland.
- The Canadian Heritage Rivers System is Canada’s national river conservation program. Established in 1984, it is a collaboration among the federal, provincial, and territorial governments. It gives national recognition to Canada’s outstanding rivers and encourages their long-term management to conserve their natural, cultural and recreational values for the benefit and enjoyment of Canadians, now and in the future. There are currently 41 Canadian Heritage Rivers, totalling just over 11,000 kilometers, across the country.
- Establishing Canadian Heritage Rivers is a two-step process: nomination and designation. Each candidate river is assessed according to strict guidelines to determine whether or not it meets the selection and integrity criteria that define Canada’s leading rivers. To be considered, the river must have outstanding natural, cultural and/or recreational

values, a high level of public support, and it must be demonstrated that sufficient measures will be put in place to ensure those values will be maintained.

- Following the nomination, and to receive full designation under the Canadian Heritage Rivers System (CHRS), a management plan that describes how the river will be managed must be prepared. The document is then reviewed by the Technical Planning Committee and tabled with the CHRS Board for its recommendation to the appropriate provincial or territorial Minister and Minister of Environment and Climate Change and Minister responsible for Parks Canada to formally designate the river.
- The CHRS Board is made up of federal representatives from the Parks Canada Agency and Crown-Indigenous Relations and Northern Affairs Canada, and one representative from each of the participating provinces and territories.
- The Village of Vilna has secured an Alberta Community Partnership (ACP) Grant from Alberta Municipal Affairs, which is supporting work toward a Heritage River Management Plan for the North Saskatchewan River in Alberta.
- The North Saskatchewan River is the 'spiritual center' of the Victoria District National Historic Site located in the Smoky Lake area. Thanks to the efforts of groups such as the Victoria Home Guard Historical Society, the Victoria District was designated a national historic site in 2001. Encompassing more than 10,000 acres, the site commemorates the heritage of Ukrainian and Métis settlement in the area and is the largest national historic site in Western Canada.

Associated links

- [Canadian Heritage Rivers System](#)
- [Parks Canada website](#)
- [Parks Canada National Urban Parks Program](#)
- [Alberta Environment and Parks](#)
- [Smoky Lake County Heritage River Initiative](#)

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Search for related information by keyword: [Commemoration](#) | [Parks Canada](#)
| [Canada](#) | [Ottawa](#) | [Indigenous history](#) | [general public](#) | [news releases](#)


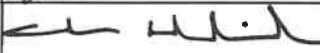
Date modified:
2022-08-03



North Saskatchewan Heritage River Study Project Charter

Smoky Lake County
O2 Planning & Design Inc

The undersigned hereby agree to implement this project in accordance with the Charter including any subsequent revisions and appendices to this document which will require approval. This includes acknowledgement of associated roles and responsibilities as outlined within this document.

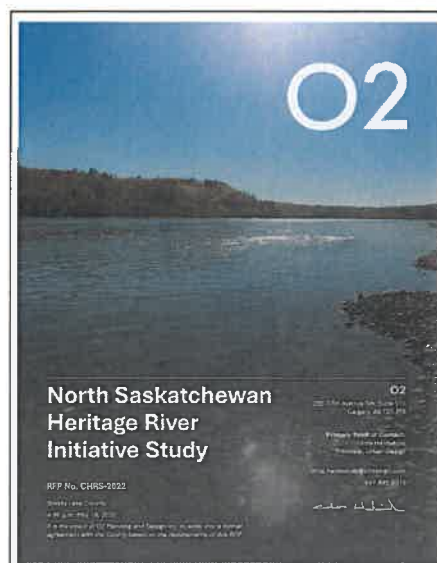
Version #	Project Sponsors and Title	Signature	Date
Final	Jordan Ruegg, SLC Planning & Development Manager		August 12, 2022
Final	Chris Hardwicke, O2, Principal-in-charge		August 11 2022

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Charter Overview

Project Name	
Goals and Objectives	To bring together various partners and parties including municipalities, Indigenous peoples, orders of government, and community groups with the goal of stewarding the heritage values of the North Saskatchewan River in Alberta.
Scope	Development of a Heritage River Management Plan for the North Saskatchewan River in Alberta under the Canadian Heritage Rivers System (CHRS) which meets the requirements of the Principles, Procedures and Operational Guidelines (PPOG) 2017 as amended.
Deliverables and Timelines	<p>We will learn and develop a comprehensive understanding of the river and its myriad values, help the people of the watershed come together to ensure its effective stewardship, and paint a compelling story of its rich heritage for the people of Canada. We will identify key existing infrastructure and potential safety risks which impact public recreational use of the river system.</p> <p>We will learn from those who know the river best, highlight key challenges for the future, and help to ensure that this important river system becomes an iconic tourism destination for the province.</p> <p>The result of this work will be a detailed study and management plan for the river that makes the case for its formal designation as part of the Canadian Heritage Rivers System.</p>
Sponsors	<p>Jordan Ruegg, Smoky Lake County, Planning & Development Manager</p> <p>Chris Hardwicke, O2 Planning + Design Inc., Principle-in-charge</p>
Project Leads	<p>Kyle Schole, Smoky Lake County, Planning Technician and Project Lead</p> <p>Leif Olson, O2 Planning + Design Inc., Senior Open Space Planner and Project Manager</p>



This Project Charter has been drafted on the basis of the successful bid submitted by O2 to the Smoky Lake County Request for Proposal (RFP No. CHRS-2022).

1 Background

The Canadian Heritage Rivers System (CHRS; French: Le réseau de rivières du patrimoine canadien) is a joint program administered by the federal, provincial, and territorial governments to conserve and protect the best examples of Canada's river heritage, to give them national recognition, and to encourage the public to enjoy and appreciate them. CHRS is a non-statutory and cooperative program, and the department of Alberta Environment and Parks (AEP) represents the Province of Alberta within the program.

AEP sponsors nominations and designations of exceptional Alberta rivers for consideration at the CHRS Board, and final sign-off is obtained from the Alberta and Canadian Ministers of Environment. Presently, only one other Alberta River, the Clearwater in NE Alberta, is represented within the program, as well as 50km of NSR within Banff, and 168km of the Athabasca within Jasper National Parks.

The NSR has provided the means for human and natural life since time immemorial, and its associated riparian lands act as a key ecological corridor traversing 718 kilometers west-east across four natural regions, tying into the Yellowstone to Yukon Conservation Initiative area. For centuries, the river has facilitated transportation, settlement, recreational and spiritual well-being, as well as cultural celebration to the present day.

The NSR was identified in the Government of Alberta's 1996 heritage river candidacy study. A CHRS Background Study was completed by the North Saskatchewan Watershed Alliance (NSWA) in 2005, and Smoky Lake County completed a Nomination Document in 2021.

The next and last step in making the case for CHRS designation is a Heritage River Study or Management Plan, which will be a 10-year strategic plan that includes recommendations, opportunities, risks, and barriers concerning the NSR. The project study area is inclusive from the Banff National Park Boundary to the Alberta / Saskatchewan border.

1.1 Team Profile

02 Planning & Design Inc.

02 Planning and Design (02) is a Calgary-based, collaborative studio that integrates landscape architecture, urban design, and planning in a holistic practice to create highly-valued places. Our work seeks to understand and enhance the broader social, ecological, and cultural systems that support the ecological sustainability, economic vitality, and cultural resilience of successful places. We are innovators in data-driven planning and design, integrating evidence-based solutions with creative expression and inclusive engagement.

02 provides award winning open space planning and design services to clients across Canada. Our highly qualified team of 60 diverse experts is adept at rigorously Project Objectives assessing the

ecosystem services and benefits provided by natural open spaces, monitoring their recreational use, and developing comprehensive decision-making frameworks to ensure sustainable management and stewardship of important ecological systems. O2 specializes in multi-functional spatial analysis and effective engagement approaches, to better understand complex and sensitive landscapes and make sound and implementable planning recommendations. Balancing the protection of irreplaceable ecosystems, while ensuring equitable access and use of cherished natural areas, O2 works across scales and jurisdictions to support the preservation and development of important landscapes.

Kerr Wood Leidal (KWL)

Founded in 1975, Kerr Wood Leidal Associates Ltd. is an employee-owned consulting engineering firm that provides services to municipalities, provincial governments, First Nations, and industry. KWL's focus is on water and related infrastructure - water resources engineering, hydrology, and fluvial geomorphology are core areas of our practice. Our services include planning, modeling, design, construction management, and long-term monitoring of water related infrastructure such as flood protection and riverbank bioengineering projects. With offices in Burnaby (head office), Calgary, Vernon, Victoria, and Nelson, our team of about 200 staff continues to grow, expanding the range of specialist skills and depth of services offered to our clients. KWL has been working in Alberta since 2002. Our Calgary office opened in 2012 where we currently have 17 staff members that offer water resources, stormwater and water facilities planning, design and construction services.

pipikwan pêhtâkwan (pp)

pipikwan pehtakwan is an Indigenous owned, led and majority staffed public relations agency focused on elevating Indigenous voices, projects and issues. We primarily serve Indigenous businesses, organizations and communities to bring their voices to the mainstream media and general public, while ensuring Indigenous Peoples maintain ownership of their initiatives and stories.

We are investing in youth to build capacity in their communities. Whether they stay with us or move on - it is of great benefit and helps us lift up Indigenous Peoples across Turtle Island. We are building with seven generations in mind.

The pipikwan pehtakwan team prides ourselves as helpers who understand the barriers and know the language that resonates with our peoples. We collaborate with our partners to build communications strategies that work for Indigenous communities. We are guided by our vision, mission and values as we engage existing and new clients.

Our Vision - Indigenous communities sharing their truths and stories as equals.

Our Mission - Amplify Indigenous voices and experiences in the media and to the general public.

Our Values:

- We are sustainable. Through our work, our choices, and our connections we continually respect our relationship with the land.

- We are courageous. People and organizations do not come to us for mediocre results. We exemplify this value by ensuring we are unconventional and taking initiative to make a positive difference.
- We are humble. Before speaking, acting, or reacting, listen then seek to understand. We exemplify this value by being respectful in our conversations, in our meetings, and in our relationships with clients and our teams.
- We are transformational. We influence systems, not just projects. We look to create positive change impacting Indigenous people, organizations, communities.
- We share our strengths. We recognize and amplify the strengths of each other and the people, communities, and organizations we work with.

Expedition Management Consulting (EMC)

Expedition Management Consulting Ltd. is a leading tourism planning and destination development firm established in 2009. The company is driven by a highly skilled internal staff team as well as a strong partnership network of specialized firms. We have offices in Edmonton, Red Deer, Calgary, and Ottawa.

EMC has a solid reputation for professionalism, quality, and results. We offer a collaborative approach to working with clients and stakeholders, and are committed to finding innovative solutions that ignite change and transform organizations, businesses, and communities.

Associated Environmental CAE)

Associated Environmental Consultants Inc. is ISO 9001 and 14001 certified for Quality and Environmental Management. We offer a wide range of environmental science and management services. We are client-focused and committed to sustainability for both our clients and the environment. Throughout the whole project life cycle, you can count on Associated to use proven approaches, streamline regulatory approvals, and find innovative solutions.

2 Project Objectives

The result of this work will be a detailed study and management plan for the river that makes the case for its formal designation as part of the Canadian Heritage Rivers System.

This plan will develop a compelling narrative of the river's history, present, and future, detailing the opportunities, risks, and key barriers to its sustainable use. This strategic plan will take a ten-year view to make recommendations on the assessment, development, and governance to ensure the wise, collective stewardship of this broad and varied landscape. Through meaningful engagement, comprehensive assessment, and practical visioning this project will preserve and honour the natural and cultural heritage of the river system.

We will come to further understand its ecology, the economic, recreational, and social benefit to the communities it touches, and the necessary infrastructure and resources it requires to ensure the safe and equitable access of the people who appreciate it. The project team is eager for the opportunity to contribute to this important step towards the preservation and stewardship of this

iconic river and its watershed.

The Management Plan should generally be organized so as to follow Schedule 4 of PPOGs in order to meet CHRS requirements for the designation document. For example:

Executive Summary

1. Introduction and Background

- 1.1 Foreword
- 1.2 The Canadian Heritage Rivers System (CHRS)
- 1.3 Description of the Nomination and Designation Process
- 1.4 Role of the River in the Canadian Heritage River System
- 1.5 Purpose of the Heritage Strategy
- 1.6 Recognition and Respect for Existing Rights, Land Uses and Activities

2. Project Process & Context

- 2.1 Overview of the Study Area
- 2.2 Policy Context
- 2.3 Engagement & What We Heard
- 2.4 Tourism Experiences and Opportunities
- 2.5 Key Learnings

3. History and Resources of the Nominated River

- 3.2 Natural Heritage; Description and Analysis
- 3.3 Cultural Heritage; Description and Analysis
- 3.4 Recreational Values; Description and Analysis
- 3.5 Summary

4. Managing the River as a Canadian Heritage River

- 4.1 CHRS Integrity Guidelines
- 4.2 Integrity Considerations and the Nominated River

5. The Heritage Strategy

- 5.1 Managing the River as a Canadian Heritage River
- 5.2 The Canadian Heritage River Management Area
- 5.3 Natural Heritage Goals, Objectives, Management Strategies and Actions
- 5.4 Cultural Heritage Goals, Objectives, Management Strategies and Actions
- 5.5 Recreational Goals, Objectives, Management Strategies and Actions
- 5.6 Water Quality Objectives, Management Strategies and Actions
- 5.7 Management Opportunities and Challenges

6. Heritage Strategy Implementation and River Monitoring

- 6.1 Collaboration and Cooperation
- 6.2 Strategy to communicate designation and its benefits
- 6.3 Management Framework/Sequence for Implementation
- 6.4 Statements of Commitment to Implement

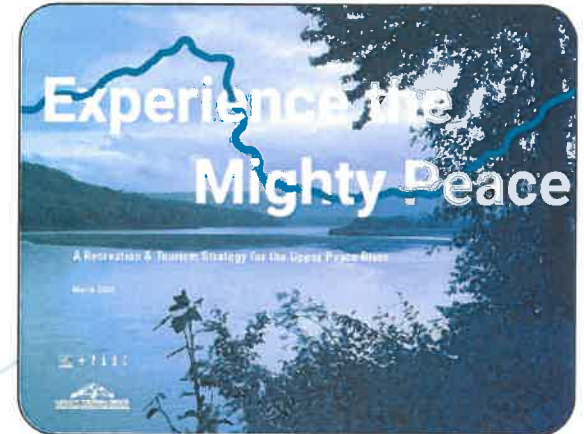
6.5 Monitoring, Review and Reporting

6.6 Monitoring Checklists

References

Appendices (*Statements/Letters of Support/What We Heard Reports, Tourism Readiness Assessment and Market Research*)

Finally, this Management Plan will generally draw some inspiration from *Experience the Mighty Peace: A Recreation & Tourism Strategy for the Upper Peace River (2020)*. While *Experience the Mighty Peace* is not a Heritage River Study and is largely focused on implementation of recreation and tourism strategies, it provides a template for a strategic plan that is clear, approachable, and actionable.



3 Scope

Our diverse team is thrilled at the opportunity to work with the County to advance this initiative further through the development of a visionary and collaborative Heritage River Study and Management Plan. The designation of the North Saskatchewan as a Heritage River will be highly beneficial for collective action and stewardship in the long-term. In combination with our enthusiasm, we acknowledge the responsibility to deliver this Study and Management Plan "right the first time".

We understand that the final Study and Management Plan will act as the applicable designation document to formalize the North Saskatchewan River's status as a Heritage River. However, we recognize that this is just the beginning, and that this Study must set the groundwork for long-term sustainable management, stewardship, respectful cultural celebration, and responsible recreational activation across all the diverse reaches of the river within Alberta.

This plan will develop a compelling narrative of the river's history, present, and future, detailing the opportunities, risks, and key barriers to its sustainable use. This strategic plan will take a ten-year view to make recommendations on the assessment, development, and governance to ensure the wise, collective stewardship of this broad and varied landscape.

Through meaningful engagement, comprehensive assessment, and practical visioning this project will preserve and honor the natural and cultural heritage of the river system. We will come to further understand its ecology, the economic, recreational, and social benefit to the communities it touches, and the necessary infrastructure and resources it requires to ensure the safe and equitable access of the people who appreciate it.

Within the North Saskatchewan watershed, the Study will build off the substantial foundational work completed to date, including the County's Heritage River Nomination Documentation, North Saskatchewan Watershed Alliance (NSWA) Background Study and State of the Watershed, provincial

Regional Profile, traditional knowledge shared by participating Indigenous Nations and Communities, and available municipal documentation (e.g. City of Edmonton's Ribbon of Green, multiple MOPs, etc.). This wealth of existing information will be reviewed and synthesized to inventory, assess, and develop spatially explicit datasets and mapping regarding the existing cultural and heritage, natural, and recreational values of the study area. These values will align with the existing thematic frameworks provided by the CHRS.

Developing these inventories and illustrating them in a graphically appealing way will not only help to identify existing values and gaps but will tell the story of the contributions of the river to surrounding communities and the province. The story of the river's values, and tourism market and gap analyses, will provide the foundation by which management and implementation actions can be developed, reviewed through engagement, and prioritized by and for responsible organizations.

There are many existing and planned recreational opportunities that this Study will examine and weave together into a comprehensive river experience. We will pay particular attention to promoting recreational opportunities that respect the water and landscape, and provide new, inclusive, and accessible river experiences that historically have not been available.

Ecological stewardship, heritage celebration opportunities, recreational activations, tourism market gains, emergency accesses and routes, and strategic communications improvements will be recommended from the short to the long-term to fulfill the requirements of the initial 10-year Plan outlook. Management recommendations and implementation actions will align with the principles of the CHRS and take an extended view, to ensure that Heritage River designation benefits become self-evident over time.

River and Watershed Ecology

The North Saskatchewan River and associated watershed is home to substantial structural diversity among both flora and fauna within the province. Within the river itself and its adjacent riparian areas are native plant communities and geological formations that cannot be found elsewhere in Alberta or Canada.

These features perform as "clues" to the geomorphological and natural history of the river. They help to tell the story of the North Saskatchewan watershed that has evolved over millennia. Our approach to this Study will highlight these natural historical "clues" and stories, creating an ecological narrative that will promote mutual understanding and interest in stewardship from communities and organizations throughout the region.

Despite flow being managed through the Big Horn and Brazeau Dams, the North Saskatchewan is still characterized as "wild" and "natural" in comparison to its Alberta counterparts. This reflects the reality that the river is everchanging through the interaction of ecological processes and human interventions. This understanding is foundational to how we will assess and plan for the ecological health of the North Saskatchewan through this Study.

The North Saskatchewan also facilitates essential biological flows, establishing a connected corridor of biodiversity core areas for aquatic and terrestrial wildlife from the eastern boundary of Banff National Park in the Rocky Mountains through the transitional mixing zones of boreal forest, foothills,

and prairie parkland and grasslands. The river provides source water for over a million Albertans, facilitating water movement from the headwaters in the Columbia Icefields through human settlements of varying scales that have changed and increased in intensity over the past two centuries. Consequently, the ecological quality of the river now varies and is compromised in some areas due to intense urban, transportation, and industrial development (both past and present). Therefore, we recognize that stewardship and management recommendations must acknowledge that the river and associated lands are not pristine, but still make remarkable contributions to the health of the province and its ecosystems. Recommendations must consider the balance of competing uses and activities, with a lens towards conserving high quality habitat and natural features and promoting the restoration of areas dominated by disturbance.

Engagement

The CHRS does not override or supersede existing Indigenous and Treaty rights, governmental jurisdictions, or private property use and access. However, given the breadth of scope and the geographic extent of the North Saskatchewan River watershed, the development of the Study and Management Plan will require close collaboration with the County, and robust engagement with Indigenous Nations and Communities, municipalities along the river, non-profit organizations, Parks Canada, Alberta Environment and Parks, and other relevant agencies from other orders of government. This allows for a shared vision for the North Saskatchewan as a Heritage River to be developed and endorsed through robust and transparent engagement processes.

Our team supports the identification of a separate engagement process for Indigenous Nations and Communities. We have substantial experience in building relationships and engaging with regional First Nations, Metis Communities, and Confederacy organizations across Treaties 6, 7 and 8 with traditional territories along *kisiskaciwanisipiy* (nehiyaw) | *Omakaty* (Niitsitapi). Indigenous engagement is critical to the success of this project given the historical, environmental, economic and cultural connections of numerous Indigenous Nations and Communities to this land and water.

Water is essential to all life, and the importance of the river to many different Indigenous Nations must be properly understood, rooted in wisdom and traditional knowledge, in order to respectfully acknowledge and celebrate diverse Indigenous stories and place making through the Study's goals and recommended implementation actions. The Indigenous engagement process must be viewed not as an end to itself, but as part of the journey to continue to build and strengthen relationships between Nations, the County, and other managing partners. This is particularly essential given the central role Indigenous Nations and Communities will play as partners in stewarding the North Saskatchewan as a heritage river.

Close stakeholder engagement will be essential with a wide variety of organizations (from recreational, to heritage, to environmental) to gain valued "on-the-ground" insights, which will be essential in making management recommendations and understanding stewardship capacity across such a large study area. Additionally, gaining a full understanding of the river's hydrology, water quality, and monitoring programs requires in-depth engagement with the NSWA - as the designated Watershed Planning and Advisory Council- and EPCOR - as the main utility supporting source water protection and climate change resiliency. We also recommend touch points with Parks Canada's Heritage Rivers Technical Committee to ensure that the Study, as a designation document, aligns with their expectations before the Plan is complete. Our Team will utilize our existing relationships

and experience working with these groups within the Edmonton Metro and North Saskatchewan region to the benefit of this project.

Collective Governance

The Study and Management Plan will provide the framework for the governance model to be implemented for heritage river management in the long-term. The Study's assessment of river values, vision and goals will establish a shared understanding among relevant organizations and authorities that will support future collective discussions on management priorities. We see benefits with the collective governance model inherent in the Heritage River System, as it can act as a coordination and information-sharing venue across jurisdictions and organizations that may not otherwise frequently communicate. Additionally, collective governance can galvanize the efficient use of funding and resources towards common goals and actions. Given the number of government agencies and organizations that will be involved in heritage river management, positive effects will be realized in the long-term with regards to regulatory and operational priorities and efficiencies, such as wildlife and habitat management.

Communicating the Heritage River Vision

The North Saskatchewan Heritage River ESRI Story Map will provide the compelling, public-facing platform of the Study and Management Plan. Through engaging narrative and attractive graphics, our team will develop a Story Map that succinctly tells the story of the river, the assets, and values it provides to communities, and the vision, goals and key recommendations to promote ongoing stewardship of the North Saskatchewan. Our team will leverage our substantial experience in developing engaging, Story Maps and online mapping platforms to this Study to create an invaluable communications tool.

Indigenous Engagement Considerations

Indigenous engagement, by itself, is not something that is Different than engaging the public. When Indigenous engagement is informed by Indigenous Research Methodologies, it then takes an approach that is founded in Indigenous knowledge. One methodology is relationality developed by Shaun Wilson in *Research is Ceremony* (2009) that emphasizes the importance of interconnectedness between people and that the act of research is ceremony as it is connecting with people to share knowledge and solutions. Building on relationality, Cindy Gaudet (2019) shares that "with relationality at its core, *keeoukaywin* re-centres Metis and Cree ways of being, and presents a practical and meaningful methodology that fosters *miyo pimatisiwin*, living and being well in relation". Using visiting as an approach for relationship building for Smoky Lake County, it will emphasize the need to focus on relations then move to important priorities that impact governance. This doesn't mean that visiting is solely informal, but rather visiting can occur through interviews, focus groups, and meetings but grounding each with an explanation of visiting is important. It shows that Smoky Lake County is focused on building the relationship first and then moving to partnerships to work together to address mutual issues.

In addition to the key Indigenous engagement considerations highlighted above, a challenge will be

the substantial requests and time commitments many First Nations and Metis Communities must contend with at anyone time from a multitude of private industry and public sector proponents. Nations and Communities have also been substantively engaged on related river projects in recent years across multiple phases, such as through the Touch the Water Promenade, Ribbon of Green, EPCOR Flood Mitigation, and Edmonton-Strathcona County Footbridge projects, among many others. To overcome these obstacles, we will work with the County to ensure substantial notice and flexible scheduling options are provided when inviting Nations to participate. Proper protocol and honoraria will need to be provided for participation to respect time and effort, as well as to facilitate capacity-building. The development of graphically appealing and short, key messages will promote the benefits of participating in this Study, the long-term goals of collective partnership, and how the wisdom and recommendations shared by Nations will be used. Finally, through discussion with the County and the consent of individual participating Nations and Communities, we may also explore the sharing of previous related feedback from other municipalities and organizations (e.g. City of Edmonton, EPCOR, etc.) in accordance with OCAP Principles, to ensure that participants do not feel that they need to repeat feedback, wisdom, and advice already provided on similar topics.

A Changing Climate

A wetter, more flood-prone watershed is anticipated for the North Saskatchewan region due to climate change. In addition to more variable river flows, this will also create stormwater management and water quality and turbidity issues through greater runoff across a diversity of land uses and landscapes. These climate change driven risks will also create new public safety and emergency access hazards, which will be considered in incorporating emergency management recommendations in the Study. More volatile river flows, for example, will be a key consideration for river use, ensuring that opportunities to exit the watercourse safely during unsafe conditions are appropriately considered.

Overall, the spatially explicit inventory of natural, cultural, and recreational resources and values, along with associated management recommendations, will need to factor in how adaptability to climate change realities must be incorporated over time to ensure proper holistic stewardship.

Economic Development & Tourism Market Access

Existing background studies and current river use illustrate that the North Saskatchewan has the potential to be a world-class, sustainable tourism attraction. The opportunity to further economic development via tourism opportunities across the river's many sections will be explored through the tourism market analysis and access opportunities. Proximity to the large urban centres of the Edmonton Metropolitan Region and Saskatoon enable marketing synergies that exist to promote these areas worldwide.

A substantial amount of investment and work has already been completed to promote unique tourism experiences within the region and Alberta. We will look to closely collaborate with and leverage current efforts led by Explore Edmonton, Tourism Alberta, and Indigenous Tourism Alberta, among others. As noted in the RFP, the Explore Edmonton Tourism Master Plan provides a good model with regards to strategic tourism promotion of the North Saskatchewan River Valley. Our team will leverage our relationships and experience in this area to develop study-specific recommendations, as members of our team have led the development of all four of the supporting

projects and plans that have informed the Tourism Master Plan.

3.1 In Scope

- Using existing data obtained from AEP, O2 will seek to create a top-of-bank ravine system overlay shapefile, similar to work undertaken by the City of Edmonton for the Ribbon of Green.
- Engagement Plans.
 - Input and refinement of an engagement audience list.
 - What We Heard Reports.
 - Collaboration with the Municipal Partners Committee.
- Desktop tourism/recreation/biophysical assessments along the 718km study area.
- Orders-of-magnitude costing of infrastructure gaps, costing, and recommendations.
 - Identification and consideration of existing granting opportunities such as Community Facility Enhancement Program (CFEP).
- As a final product, a Heritage River Management Plan for the North Saskatchewan River (Alberta) which meets or exceeds the requirements of the CHRS Frameworks, Strategic Plan, and AEP/Parks Canada policies.

3.2 Out of Scope

- Purchase of LiDAR data
- Physical or in-person tourism/recreation assessments along the 718km study area.
- Physical in-person Biophysical assessments along the 718km study area.
- Provision of Protocol for Indigenous engagements.

4 Constraints and Dependencies

4.1 Constraints

- Capacity and resourcing of Smoky Lake County project-staff, in addition to other municipal and other NGO partners.
- Capacity and availability to provide Protocol for Indigenous groups.

4.2 Dependencies

Vast Geography and Diverse Stakeholders – The study area geography covers a large area over 700 km and crosses the traditional territories of Treaty 6, 7, 8 Métis Nation of Alberta (MNA), MNA Regions, and is adjacent to several Métis Settlements. As such there may be several topics of interest, bringing with them different perspectives, and interests. These different perspectives will require managing expectations and will be reflected in the development of the Communications and Engagement Strategy.

Human Development – Human development impacting the river, its flow, water quality, and the natural character on its banks all contributed to the North Saskatchewan River being unable to satisfy certain Natural Integrity Values required for nomination. However, the CHRS accepted the nomination. A key issue to tackle in the Management Plan will be how to strategically protect, restore, and improve the river's Natural Integrity Values over the long-term.

Why Heritage Designation, What is it, and What Does it Do? We anticipate that these will be perpetual questions over the course of the project. Our communications strategy and key messages will need to establish a strong response to these questions. While designation is non-statutory, designation will provide an opportunity to recognize, celebrate, partner, and wholistically strategize the management and stewardship of the North Saskatchewan River – an significant waterway that is an enduring part of Alberta's identity and the identity of communities across the province.

Governance – In Alberta, local autonomy over decision making and resources are essential values our sense of self. The North Saskatchewan River flows through the traditional territories of Treaty 6, Treaty 7, and Treaty 8 as well as the Homeland of the Métis, and 16 river-adjacent municipalities across Alberta. It will be important in our early engagement and communications to be intentionally and transparently talking about governance in alignment with those values.

We can support the County by providing options, supporting analysis, and a recommendation. While that is an important deliverable for this project, how we engage on and communicate about this question throughout will be even more important to minimize project risk and ensure the right level of buy in order to fulfill the potential this project offers.

Managing Economic Development and Conversation – It will be important to be very mindful of the perpetual tension that exists in most communities. Mapping this out and leveraging our relationships across the province will allow us to have early conversations with the right leaders to understand the specific nature of any tensions or divisions that exist within each municipality related to economic development and environmental conservation. From there we can determine the people and voices most central to those debates and develop strategies for communication and engagement. Each municipality has acutely important stakeholders and influencers and each municipality also has history that will inform the right approaches to engagement and communications.

- **Draft Management Plan Review by the CHRS technical-sub-committee requires up to 6-months advance from the Board AGM.**
- Decision-making processes and bureaucracy at higher orders of government.
- **Smoky Lake County Council meets regularly about once per month.**
- **Requesting appearances at the City of Edmonton Urban Planning Committee (UPC) requires advance warning of between 12-weeks to 6 months.**

5 Milestones and Deliverables

PHASE 1: Project Initiation - The first phase of the project will establish a shared understanding of the intent of the project, key deadlines, and deliverables, finalize the engagement plan, and compile existing data about the North Saskatchewan River. This important first step will ensure that subsequent work is of high quality, meeting client expectations, and delivered in a timely manner.

1.1 Project Start-Up and Initial Knowledge Sharing

An initial project start-up meeting within the first half of June will establish lines of communication between the County and the project team, clarify project objectives, and define key milestones and outcomes within a project charter. Initial knowledge sharing will help to highlight work done to date, solidifying the project team's understanding of the project intent, and identify critical sources of information for the success of the project.

1.2 Finalize Workplan and Draft Outline of Deliverables

Working closely with the County, O2 will refine the workplan to ensure that key deliverables are supported by necessary effort and information. A draft outline will highlight key inputs and components necessary for project success.

1.3 Develop Engagement Plan

Supported by the County, O2 will compile a list of all Indigenous Nations and Communities, municipalities, government agencies, and key stakeholders who hold knowledge and perspectives necessary for the development of a practical and well-informed study of the heritage, recreational, and natural values of the North Saskatchewan River and its watershed. A detailed engagement plan will define the timing and delivery of outreach to these important groups, ensuring a respectful and inclusive process to produce well-informed project deliverables, and fostering a shared enthusiasm for the heritage river concept. Consideration of appropriate protocols for Indigenous engagement will be made to honour the experience of participating elders,

knowledge keepers, and technicians. A variety of modes of input will be developed, ranging from in-person meetings and public open houses to online workshops, surveys, and mapping tools. Given the breadth of the study area, and the range of communities and stakeholder groups, a flexible and long-running engagement will be considered to ensure that a wide variety of perspectives are heard.

1.4 Collate and Review Existing Knowledge and Data

The North Saskatchewan is a well-studied and well-known watershed, with numerous existing documents that reflect aspects of the ecological, cultural, and historical contributions made by the river. A critical step will be to compile and review these sources to develop a well-rounded and accurate understanding of the river system, and the communities that depend upon it. The project team will draw on existing collections of Indigenous knowledge, as well as available provincial and municipal data layers and other regional studies, to ensure that subsequent engagement, outreach, and analysis efforts are not 'starting from scratch'. Numerous other engagement processes have occurred, and the learnings from these will provide an important starting point for the project, which will allow for subsequent engagement to be more meaningful and directed, respecting the time and effort of all involved in these ongoing efforts to understand and respect the river and its communities.

PHASE 2: Discovery - At the heart of this project is the development of the narratives, stories, experiences and compiled spatial data which represents the condition and function of the river and its watershed. This will be developed through reference to existing information, promotional materials, and fundamentally through engagement with those that best know the river and its history. This challenging effort will draw on input from a wide range of Indigenous perspectives, user groups, stewardship partners, and other stakeholders to build a comprehensive understanding of the river system, and of the communities and economies that depend upon it.

2.1 Collate and Review Existing Knowledge and Data

Given the broad extent of the North Saskatchewan River watershed, it is important to understand how the river is used today, where existing users are concentrated, and where people access the river. O2 draws on publicly available anonymized location-based service data to paint a picture of existing visitation. This allows us to identify existing river access locations, and where hotspots of use are located (e.g. to identify fishing activities, river-adjacent campsites, and other nuances that are otherwise unavailable without costly in-person monitoring). Such datasets also provide estimates of the relative home location of river visitors, which provides a high-level overview of the potential market draw for the river system. We will be able to identify the fraction of residents, longer distance provincial Visitors, and global tourism sources who visit the North Saskatchewan watershed on an annual basis. This will provide a starting point for subsequent market research efforts, highlight river reaches that see greater or lesser visitation, and identify key gaps and any additional infrastructure that may be needed to support sustainable river access and use.

2.2 Initial Outreach & Engagement

Engagement over a broad study area with such a diverse range of communities and stakeholders will require a flexible, ongoing approach to ensure that an equitable opportunity to contribute is provided. Initial outreach will begin early into the project, to solicit input on the values, opportunities, and constraints facing people across the North Saskatchewan River watershed.

Using International Association for Public Participation (IAP2) principles, outreach opportunities will extend throughout the project as necessary to support in-person dialogue, online workshops, and digital surveys and mapping tools. 'What We Heard' reporting will synthesize input from these diverse groups, providing the project team with a clear and fulsome picture of the river, and its many contributions to the health and wellbeing of communities throughout the watershed.

Indigenous Peoples

Indigenous Nations and Communities face ongoing pressure to contribute their perspectives to a wide variety of projects. This creates significant challenges in terms of capacity, time, and resources that must be acknowledged. At the same time, the relationships between Indigenous Nations and other governments require long-term investment of time and effort, beginning prior to this project, and continuing long past it.

The project team commits to recognizing and fostering these relationships in conjunction with the County and other stakeholders, strengthening the connection and ensuring effective communication through respectful protocol and dialogue. The process of drawing together to share unique perspectives and foster an ongoing mutual understanding of this cherished watershed is an essential factor in the success of this project. The proposed engagement schedule will allow for in-person workshops in late summer and early winter, developing a narrative of the river which spans across the seasons. These workshops will be held in Edmonton, and appropriate locations in the west and east of the watershed.

Specific Indigenous engagement tactics will include:

In-Person Engagement: We will host two urban in-person engagement sessions in Edmonton, and two that are east and west of Edmonton that will bring together Indigenous knowledge keepers/holder, Elders, and land users to share teachings, stories, and experiences on the North Saskatchewan River. The goal of these six sessions are to have participants join in circle processes either in break out sessions or as a large group to share stories and teachings to build off each other. There is an importance in a collective exploration of stories as it can encourage other stories being shared or connected by other participants.

Seasonality: We will also emphasize that participants think about the North

Saskatchewan River through all seasons. This is important as there are certain stories that are shared in specific seasons, so encouraging participants to share stories from each season would give a fuller and holistic perspective of the North Saskatchewan River. The terminology in these sessions will reflect visiting as breakout rooms will be referred to as visiting sessions.

Community Visits: We will be connecting with each First Nation and Metis Region, Local, and Settlement along the North Saskatchewan River through an email and call to the Consultation Manager/Director or Band Administrator. The messaging in both the email and discussion will focus on the opportunity for our team to visit with the community to hear stories from their knowledge keepers, Elders, land users, and any community members that would be able to provide history, stories, and teachings about the North Saskatchewan River. We will have a team of engagement facilitators go to the community to conduct focus groups with the Nation or community.

Interviews: If there are any individuals from any Indigenous community or organization that would like to share their stories or teachings of the North Saskatchewan River and are not able to attend the in-person session, we can schedule an interview. To reduce cost, these interviews will either be conducted virtually or through a phone call.

Surveys: If no other in-person or virtual engagement activities work for Indigenous communities or people, we will have a survey available for community members to complete. This survey will focus on sharing stories and teachings about the North Saskatchewan River and to gather their ideas on what could be done in terms of recreation and preservation of the river.

Report Back and Follow-up: This report back and follow-up phase will occur once the report has been developed and is ready for review. At each of the engagement sessions listed above, we will ask who would be interested in participating in follow up, so we can reach out to them for review. This activity will be conducted through software such as Markup and in-person through interviews.

Government

Engagement with Federal, Provincial, and Municipal governments must also begin in earnest early in the project. This includes municipalities. Their existing spatial data on the ecological, historical, recreational, and economic values found throughout the area will help to paint a picture of how the watershed functions today and understand existing plans and approaches which influence how it will function into the future. As well, these existing governance systems impact how the Heritage River concept will be established, and the process by which oversight and management will play out.

Partnerships and Non-Government Organizations

Existing non-governmental organizations and other partnerships in the study area will undoubtedly highlight a variety of unique environmental, cultural, and economic elements of the watershed. These diverse groups bring together knowledgeable, passionate, and practical residents and experts to contribute to the responsible use of the North Saskatchewan River. Groups such as the North Saskatchewan Watershed Alliance provide an incredibly valuable resource to draw upon when seeking to understand the river, and paint a compelling narrative of its heritage value. Early engagement will be used to build an understanding of the values and desires of existing river users, identify particularly unique and sensitive features, and foster a sense of enthusiasm for the stewardship of the watershed. As these groups will vary significantly in their capacity and their focus, initial engagement will help to gauge their willingness and ability to contribute to the project outcomes.

Industry

Finally, reaching out to active industry groups in the watershed will help to establish a practical economic view for the river. Oil & gas activities, mining, agricultural practices, irrigation infrastructure, and gravel extraction have all been active within the study area, and their impacts on the natural function and perceived scenic quality of the river valley must be acknowledged. At the same time, changing economic conditions have meant that many of these industries are shifting their approach, leading to unique opportunities. Significant reclamation efforts will see changed landscapes in the decades to come, as disturbances such as TransAlta's Highvale coal mine are restored to more natural land cover. Tourism operators are another critical group to involve, as commercial guiding operations, accommodations, and gear supply shops provide important economic benefits for the region.

2.3 Understanding the River

The North Saskatchewan River watershed contains a complex and varied series of biogeographic zones, including subalpine areas in the east slopes of the Rocky Mountains, the upper and lower foothills, the central and dry mixed-wood, and the central parkland. As these natural conditions vary significantly across the length of the river system, so too does the nature of human footprints and settlements. To the huge diversity of natural cover types has been added a long history of human uses and disturbances that leave their mark on the natural functioning of the area. Understanding this diversity is essential to understanding the river and presents a remarkable opportunity to tell the tale of the past, present, and future of this important area.

The project team commits to a fulsome inventory of the natural, cultural, economic, and historical landscape of this area. We will draw on existing spatial inventories of land cover, biodiversity, water quality, commercial developments, and culturally important lands, supplemented by spatially explicit values identified during the engagement process, to identify sensitive and important areas from a variety of perspectives.

Natural Systems

The North Saskatchewan is a fundamentally irreplaceable natural landscape that requires ongoing, collective stewardship to preserve. These landscapes have been treasured for millennia, but have also been substantially disturbed by development, and face significant ongoing challenges from the impacts from climate change, habitat loss, and water quality from agricultural and industrial runoff. An effective inventory of the natural history of the watershed will help to foster a sense of stewardship and care for this important and iconic river.

Unique landforms, core habitats, rare species, biodiversity hotspots, existing protected areas, connectivity corridors, and intact riparian cover will be identified to inform appropriate recreational uses and form an interpretive narrative for the watershed. This work will help to identify lands where access should be limited to avoid disturbance to the natural environment, and where increased use of the river should be focused.

Tourism and Recreation Features

Existing commercial tourism and recreation features will be identified, along with existing river access points and emergency response centres. These will form the basis for an assessment of recreational opportunities and constraints to river use. The visitation assessment will help to provide a first pass over this extensive study area, identifying where existing use is occurring and thus scope more detailed inventory work (as well as providing a diagnostic check to identify where existing inventories may be incomplete). Where available, existing studies, promotional materials, and other relevant bodies of work will be referenced to ensure a consistent and complete inventory of the area. This work will identify lands with increased tourism and interpretive potential, those with sufficient existing infrastructure to support recreational use, and key attractions and facilities that act as destinations for visitors to the area.

Service Catchments

A service catchment approach will identify the relative accessibility for recreation along the river system, drawing on the demographic profile of population centres throughout the study area, coupled with the road and trail network, existing access points, and terrain features. This will identify which access points are most likely to be used, as well as identifying potential new access locations within easy reach of key markets. Comparison to existing emergency service areas will flag areas which may have constraints impacting the safe public use of the river system.

River Reaches

To aid subsequent planning and storytelling, the river will be divided into distinct reaches to create practical planning units and better assess the river's tourism and recreational potential. These reaches will be used subsequently to develop the

narrative of opportunities, challenges, and unique experiences provided in each area.

River Flows and Hazards

A desktop review of existing hydrologic and hydraulic data of the North Saskatchewan River for average flows as well as the different return period flow rates will be used to understand how the river functions across the study area. Existing flood hazard mapping and models will be reviewed, along with historic and active water survey gauge stations. Flow rates will be used to identify average travel times within each reach, as well as potential safety concerns (such as where low flow rates could potentially leave paddlers stranded), and appropriate 'bailout' options.

2.4 Develop Inventory of Features and Values

O2 will provide a secure online mapping platform to support input from the engagement process, collate spatial information from a variety of existing sources, and supplement available data with functional analysis. Collected and derived spatial data will identify natural heritage values, Indigenous traditional knowledge, historic resources, tourism infrastructure, and recreational assets. This will highlight potential visitor experiences and associated recreation and tourism amenities, facilities, features, and settings along and adjacent to the river.

The online inventory will serve to support subsequent engagement, inform project deliverables, and provide an essential opportunity for critique and quality assurance to identify errors and inconsistencies. This inventory will highlight potential areas of concern, where multiple competing values may produce conflict or disturbances, or where river conditions may pose safety risks that will impact visitor experience.

2.5 Understand Potential Markets and Tourism Readiness

Drawing on the spatial inventory of amenities and significant heritage assets, we will examine tourism product/experience offerings along the river to understand what is currently available to visitors. Our analysis will identify experiences related to existing land-based tourism attractions near the river, and water-based activities. In addition to tourism product identification, we will also identify key opportunities using a Tourism Opportunity Assessment. This will include assessing market readiness, barriers to entry, competition, capital and operational investment, product offering, location, market attraction, growth potential, return on investment, community benefit, organizational readiness, and implementation. Opportunities related to water-based tourism, nature-based tourism, culture, and heritage will be specifically reviewed (among others).

Visitor Analysis

We will conduct an analysis of visitors to the river in the study area. The analysis will utilize existing tourism market data to gather important information related to visitor demographics, travel preferences, motivations, and perceptions. We will identify key

target markets to focus marketing and experience development efforts on.

Tourism Readiness Assessment

We will determine the tourism readiness of the study area by applying relevant indicators that, when analyzed and synthesized, assist us in the assessment. An initial set of criteria and process for undertaking this assessment includes (but not limited to) product supply, product demand, market readiness of products, organizational readiness, resident support, stakeholder support, tourism operator readiness, partnership opportunities and market analysis.

Product/Market Match

Utilizing our product analysis, visitor analysis and tourism readiness assessment, we will determine which tourism opportunities have the highest potential for development. This will be informed by the degree of market readiness and the extent to which viable markets exist.

Action Plan

We will identify actions that will advance tourism priorities in the study area. The action plan can be segmented by river reach, by tourism product type, or by key tourism assets. We will work with the Client to identify the most effective way to ensure the action plan is useful and easy to implement.

2.6 Define Gaps, Challenges, and Opportunities

The result of this work will be a detailed spatial inventory of the North Saskatchewan River and its watershed. This will inform the identification of key gaps, challenges, and opportunities for recreation and tourism activities, that will inform the subsequent development of an overarching concept of the North Saskatchewan Heritage River System. This task will synthesize the work to date to identify key factors that will inform subsequent work.

PHASE 3: Conception - The third phase of this project will see the development of an overarching concept for the North Saskatchewan Heritage River System. This will form the basis for a strategic 10-year plan that will capitalize on the river's existing natural and cultural heritage, recreational opportunities, and tourism infrastructure.

3.1 Key Access Points and River Routes

The assessment of existing uses throughout the river system will highlight key existing access points, as well as flagging potential new locations where access infrastructure can be sustainably developed. River routes between these access points will be described, along with the likely range of travel times (based on likely flow rates), emergency 'bailout' locations, and multi-day camping locations. Routes will be

described to highlight key challenges, overall visitor experiences, and unique features that will convey the attraction and likelihood market for each route.

3.2 Service and Infrastructure Requirements

Drawing on the findings of the engagement and inventory process and supported by a thorough understanding of the jurisdictional regulatory requirements and market needs, key service and infrastructure requirements will be identified. This includes access points, accommodations and commercial nodes, emergency services, and necessary protections to ensure the safe, welcoming, and sustainable use of the river.

3.3 Stories and Experiences

A strong and compelling narrative for the river valley is one of the most important aspects of this work, providing an evocative vision for the future. Data and analysis alone are often not enough to build broad support for complex initiatives such as this one. Understanding and communicating the diverse range of experiences provided by the North Saskatchewan will help others grasp the unique opportunities provided by the Heritage River designation. O2 understands that the story of the land and water is an essential driver for the stewardship and appreciation of natural systems. People need to see how they and their communities fit into the story and understand that their successes are inextricably entwined with the health and wellbeing of the natural world. This is what fosters support and enthusiasm for the preservation of these cherished spaces. Drawing from the lessons learned during engagement, and a deep appreciation of this important landscape, we will ensure that the tales of the North Saskatchewan are well told.

3.4 Recommended Governance

First, a review of applicable best practices and frameworks (e.g. terms of reference, organizational compositions, roles and responsibilities) of relevant, related collective governance models will be undertaken. This review will include the River Valley Alliance, Peace Valley Conservation Recreation & Tourism Society, the Cootes to Escarpment EcoPark System (Ontario), and other parks, tourism, and stewardship boards that have similar compositions or functions. The funding structures of these precedent governance models will also be assessed for key insights and learnings. For example, the River Valley Alliance applies for and receives funding from the federal and provincial governments, which is then used to match funds with participating municipalities for capital projects in the river valley.

We will map out the existing roles and responsibilities of Indigenous Nations and Communities, municipalities, EPCOR, NSWA, other orders of government, and non-profit organizations as they relate to the management, stewardship, and regulatory jurisdiction of the North Saskatchewan River within Alberta. Through stakeholder engagement with these agencies and organizations, we will also discuss and discern capacity, interest, and recommendations to inform the high-level structure of future collective governance for the North Saskatchewan Heritage River. As many of the organizations and agencies to be engaged are also involved in other similar management boards (e.g. RVA, Alberta Capital Region Airshed, etc.), we will also gain valuable

insights into what currently works and what doesn't in similar collective governance models.

The above will provide the necessary inputs to develop a proposed terms of reference and high-level recommendations to ensure financial sustainability for ongoing Heritage River governance. This will include recommended roles and responsibilities by organization/agency, board and committee composition, particular regulatory or jurisdictional considerations, and potential available sources of funding that should be sought after to ensure both the Study and governance model are implementable and sustainable.

3.5 Review and Critique

Once draft inventories and recommendations are completed, an opportunity for review and critique will be provided. The exact scope and breadth of this review will be developed in conjunction with the client but can be extended to those previously engaged on the project, as well as the opportunity to present and discuss the concept and its recommendations with the Heritage Rivers Technical Planning Committee. This will allow for a fulsome assessment of the practicalities of the concept, providing an opportunity for quality assurance, and inform subsequent stages of the project.

PHASE 4: Inspiration - The final phase of this project will see the development of a succinct and practical vision for the future of the North Saskatchewan and its communities. This will include the synthesis of all prior learning into an evocative and comprehensive Study and Management Plan, a final round of engagement to build and gauge support for the concept, and an effective knowledge transfer to those who will carry the heritage nomination forward. High-quality promotional content and digital data will be provided to ensure that the client and other project partners are well-supported with the resources to make the case for the designation of the North Saskatchewan as a Canadian Heritage River.

4.1 Telling the River's Story

Previous tasks have helped to develop a comprehensive understanding of the North Saskatchewan: its irreplaceable natural heritage, its contribution to the cultural heritage of innumerable communities since time immemorial, its significant history, and its economic contributions to the recreation and tourism industries. This task provides the opportunity to weave together a compelling narrative that highlights these valued aspects, while also setting out a vision of the future for the river, its watershed, and the people it supports. The result will be a clear and evocative document that captures the diversity of the river system, providing a vision and clear next steps over the next 10 years, and definitively makes the case for the designation of the North Saskatchewan as one of Canada's Heritage Rivers. Content will be structured in a way that ensures that components of the report may be re-purposed for promotional purposes through other media, including ESRI Story Maps.

4.2 Building Support

Prior tasks will demonstrate that the river is of outstanding Canadian value. A key component of a successful nomination is to demonstrate community engagement and support. To this end, the project team will draw upon all prior learnings and narratives to paint a compelling picture of the value of the North Saskatchewan, the contributions it has made to natural and cultural heritage, and the role it will continue to play in Alberta's communities. This work will produce clear, evocative stories and engaging graphics that help to convey the unique character of this watershed, and its strong connection to the people it contains. Existing partnerships and contributions will be drawn on to reach a wide audience and help to ensure enthusiastic support for the designation of the North Saskatchewan as a heritage river.

4.3 Report Finalization, Project Close-Out, and Knowledge Transfer

Final report edits will ensure that project outcomes are achieved. Project closeout will see the transfer of all project documents and necessary data, including content to support an ESRI Story Map, and high-level narratives for plaques and other significant material. O2 will also work with the County to determine roles and responsibilities for the development of the final Story Map, as O2 has the experience and capability to lead this work, if so desired. A thorough knowledge transfer will ensure that the client and other key project partners are well supported with the information necessary to achieve the recommended next steps and create the conditions necessary to see the designation of the North Saskatchewan as one of Canada's Heritage Rivers.

	Milestones Description	Proposed Completion Date
Pre-project	RFP released	April 29, 2022
	Contract awarded & signed	May 26, 2022
Phase I: Initiation	Workplan & Engagement Plans, start-up knowledge transfer completed	August 18, 2022
	Project Charter presentation to SL County Council	August 25, 2022
Phase II: Discovery	Visitation Analysis completed	August 26, 2022
	Initial Outreach & Engagement completed	January 1, 2023
	What we Heard Summery completed	January 30, 2023
	Mapping & Spatial Inventory Completed	December 12, 2022
	Tourism Market & Readiness Assessment completed	January 30, 2023
	Inventory of Gaps, Challenges, and Opportunities completed	February 13, 2023
Phase III: Conception	Access Points & Characteristics Study	March 13, 2023
	Recommended Governance Model	March 27, 2023
	Recommended Infrastructure & Services Study	April 17, 2023
	Narrative Summaries & Graphics	April 24, 2023
Phase IV:	10-Year Visioning Document	June 19, 2023

Inspiration	Secondary Outreach & Engagement Complete	June 30, 2023
	Survey Summery Report	July 17, 2023
	Final Report, Story map, plaque text, knowledge transfer, Project Closure	July 31, 2023

6 Risks

	Risk	Likelihood	Impact	Score	Mitigation Strategy
1.	<p>Significant Public Interest</p> <p>Not involving key stakeholders, results in an inability to implement recommendations / solutions</p>	Possible	Major	Medium	<p>Involvement of stakeholders at the beginning of the project.</p> <p>A key tool at our disposal that will be regularly reviewed and refined will be the Communications and Engagement Plan.</p>
2.	<p>Project Schedule and Strict Deliverables</p>	Probable	Major	Medium	<p>O2 has prepared a comprehensive and thorough Work Plan and Schedule.</p> <p>We will work with the County during project initiation to update and refine the Work Plan and Schedule to ensure it reflects the County's requirements.</p> <p>We will provide monthly progress reports of milestones and deliverables in the work plan.</p> <p>We will also take the opportunity to review and update the Work Plan and Schedule at the start of each project phase to respond to and mitigate schedule disruptions.</p>
3.	<p>Lack of integration between the County and O2 results in duplication of effort or inconsistency in information</p>	Possible	Major	Medium	<p>Ongoing collaboration between all organizations</p> <p>Frequent meetings at the working, lead and sponsor levels</p>
4.	<p>Preference of a specific approach or model by the various partners</p>	Possible	Major	Medium	<p>Clarity on what will count as a successful solution and addressed in the business case.</p>
5.	<p>Differing viewpoints and approaches, different expectations, and direction.</p>	Possible	Moderate	Low	<p>Create common understanding of community safety based on outcomes</p> <p>Clear communication and project updates to stakeholders</p> <p>Clear guidelines for what will be</p>

					explored through the business case development
6.	Overall Capacity of the County	Possible	Moderate	Medium	<p>Smoky Lake County has a planning department of two and may struggle with capacity if other priorities arise.</p> <p>A collaborative “one team” approach will ensure that all team members are suitably supported.</p> <p>Regular progress discussions and clear decision-making and deliverable review protocols on critical path items will ensure that the County can make informed and timely decisions.</p>
7.	Understanding of Scope	Unlikely	Moderate	Low	<p>O2 will work with the County at the outset to clearly understand the vision, purpose, and direction of the project.</p> <p>This will provide an opportunity to adjust and adapt our collaborative process without impacting project success.</p>

7 Project Administration

7.1 Project Governance

<p>Project Sponsors</p> <p>Accountable for final delivery of project.</p> <p>Responsible for budget and internal resource availability.</p>	<ul style="list-style-type: none"> • Jordan Ruegg, SLC Planning & Development Manager • Chris Hardwicke, O2 Principle-in-charge • Earla Wagar, CAO, Village of Vilna
<p>Project Lead/Manager</p> <p>Liaison with Steering Committee Partners</p> <p>Update Advisory Steering Committee</p> <p>Monitoring progress</p> <p>Bi-weekly meetings, or as required</p>	<ul style="list-style-type: none"> • Kyle Schole, SLC Planning Technician and Project Lead • Leif Olson, O2 Senior Open Space Planner and Project Manager
<p>Advisory Steering Committee</p> <p>Monitoring progress, provide advice as required.</p>	<ul style="list-style-type: none"> • Municipal Partners (18) • Indigenous Partners • Other Tourism, Recreation, Stewardship Group Partners
<p>Project Team</p> <p>Bi-weekly meetings, or as required by the Project Lead & Manager</p> <p>Facilitate data collection, develop, and implement engagement plans, interviews, workshops, etc.</p> <p>Update the Project Lead & Manager</p>	<ul style="list-style-type: none"> • Jordan Ruegg, Smoky Lake County Planning & Development Manager • Kyle Schole, Smoky Lake County Planning Technician and Project Lead • Chris Hardwicke, O2, Principal-in-Charge • Leif Olson, O2 Senior Open Space Planner and Project Manager • Omair Chaudry, O2, GIS And 3D Modeling Lead • Sarah Danahy, O2, Engagement Lead • Matt Sloan, O2, Senior Landscape Architect • Nathan Roth, O2, Planner



	<ul style="list-style-type: none">• Elliot Young, pipikwan pehtakwan, Indigenous Engagement Lead• Justin Rousseau, Expedition Management Consulting, Tourism Development Expert• Maxwell Harrison, Expedition Management Consulting, Tourism Readiness Assessment Specialist• Mike Gallant, Kerr Wood Leidal, Senior Water Resources Engineer• Spencer Robertson, Kerr Wood Leidal, Water Resources Engineer• April Ziegler, Associated Environmental, Regulatory Specialist• Dorte Koster, Associated Environmental, Senior Aquatic Scientist• Tracy MacDonald, Associated Environmental, Environmental Scientist• Erin Cawthorn, Associated Environmental, Environmental Scientist• Other agencies as needed
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7.2 Project Partners

There are a set of critical stakeholders that need to be included in the advancement of the Heritage River Management Plan, to provide the full benefit.

<p>Key Stakeholders</p> <ul style="list-style-type: none"> • Alberta Environment and Parks (AEP) • Parks Canada (PC) • Alberta Municipal Affairs (MA) • Canadian Heritage Rivers System Board • Smoky Lake County (Project Lead) <p>Other Stakeholders/Initiatives</p> <ul style="list-style-type: none"> • Alberta Jobs, Economy, and Innovation (JEI) • Environment and Climate Change Canada (ECCC) • River Valley Alliance (RVA) • Indigenous Groups • Eagle Point Blue Rapids Park Council • Paddle Alberta • Recreation & Tourism Groups • Edmonton National Urban Park (NUP) Initiative • Utilities such as TransAlta and EPCOR 	<p>Municipal Partner Committee</p> <ul style="list-style-type: none"> • Clearwater County • Town of Rocky Mountain House • Parkland County • Leduc County • Town of Devon • City of Edmonton • Sturgeon County • City of Fort Saskatchewan • Strathcona County • Thorhild County • Lamont County • Village of Waskatenau • Village of Vilna* • Town of Smoky Lake • Town of Elk Point • County of Two Hills • County of St. Paul • County of Vermillion River <p>*Alberta Community Partnership (ACP) Grant Managing Partner</p>
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8. Definitions

ACP – means Alberta Community Partnership Grant.

AEP – means Alberta Environment and Parks.

ALSA – means the *Alberta Land Stewardship Act*.

CHRS – means the Canadian Heritage Rivers System.

EPEA – means the *Environmental Protection and Enhancement Act*.

MGA – means the *Municipal Government Act*.

MNA – means the Metis Nation of Alberta.

NHSC – means any National Historic Site of Canada.

NSR – means the North Saskatchewan River.

NSRCV – means the North Saskatchewan River Valley Conservation Society.

NSRCC – means the North Saskatchewan River Conservation Coalition.

NSWA – means the North Saskatchewan Watershed Alliance.

O2 – means O2 Planning + Design Inc.

PC – means Parks Canada.

PPOG – means the CHRS Principles, Procedures and Operational Guidelines (2017), as amended from time to time.

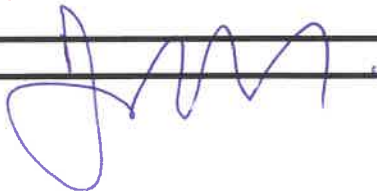
RFP – means Request for Proposal.

SL Council or SLC – means Smoky Lake County Council

RVA – means the River Valley Alliance.



REQUEST FOR DECISION		DATE	August 25, 2022,	4.2
TOPIC	Rural Municipalities of Alberta (RMA) Fall 2022 Resolutions			
PROPOSAL	<p><i>That Smoky Lake County sponsor one or more resolutions for consideration at the Rural Municipalities Association (RMA) Fall Conference.</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • The last (and only time) Smoky Lake County put forward a resolution at RMA (Rural Municipalities of Alberta), was in 2009 and was in relation to Provincial Transitional Funding for Dissolving Municipalities (9-09F). • At the May 5, 2022, Meeting of the Smoky Lake County Council Policy Committee, discussion occurred for Policy #GOV-04: RMA Resolution Process, which is a Policy for the purpose of formalizing the parameters involved for the resolution process used by the RMA, including all aspects of the resolution process. <ul style="list-style-type: none"> ○ Generally, committee expressed consensus and a willingness or desire to move forward with sponsoring one or more resolutions. • During June/July/August, Administration has prepared three resolutions for Council's Consideration. • Council may choose to sponsor none, one, or more, of the proposed resolutions which would require a second from another RMA member-municipality, and endorsement at the district level prior to consideration at the Fall 2022 RMA Convention. • <u>NOTE:</u> If Council selects one or more Resolutions which make their way to RMA, a councillor should be prepared to speak/introduce the item on the convention floor. <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Proposed Resolutions – © Attachment 1 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<i>Alberta Municipal Government Act</i>		
BENEFITS	<ul style="list-style-type: none"> • Advocacy on issues that matter to Smoky Lake County residents. 			
DISADVANTAGES	<ul style="list-style-type: none"> • Staff time 			
ALTERNATIVES	<ul style="list-style-type: none"> • Defer or Decline taking action 			
FINANCE/BUDGET IMPLICATIONS				

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT / IMPLICATIONS	<ul style="list-style-type: none"> • Advocacy on issues that matter to Smoky Lake County residents.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Letter to RMA member-municipalities under Reeve's signature seeking a seconder.
RECOMMENDATION	
<p>That Smoky Lake County</p> <ol style="list-style-type: none"> 1) Adopt each of the Resolutions as outlined in Attachment 1, 2) Forwarding the same by letter under Reeve's signature to RMA District 5 municipalities for consideration of identifying seconders, and 3) Also forwarding the same to the upcoming RMA District 5 meeting ahead of the November 2022 Rural Municipalities of Alberta (RMA) Convention in Edmonton. 	
CHIEF ADMINISTRATIVE OFFICER	

Proposed Resolution (#1)

Title: Lost Road Closure Files

WHEREAS under the *Municipal Government Act* (the 'Act'), municipalities in Alberta generally enjoy the 'direction, control and management of all roads within the municipality'; and

WHEREAS in accordance with Section 22 the Act, no road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw, or where council determines that a road that is described in a surveyed road plan is no longer required for use by the travelling public because an alternate route exists, then by resolution; and

WHEREAS No road may be closed by resolution or by bylaw unless the resolution is approved by the Minister of Transportation, or in the case of a bylaw, before it receives second reading; and

WHEREAS seeking the Minister's approval is a lengthy and untimely process, normally requiring months or even years; and

WHEREAS in accordance with Section 188 of the Act, if a bylaw does not receive its third reading within two (2) years of its first reading, it is deemed to have expired;

WHEREAS road closure files have previously been lost or misplaced by the Department, which requires the process to start again;

THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta requests that the Government of Alberta to cut red tape and streamline the Minister's approval processes associated with road closures,

AND THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta requests that the Government of Alberta create a digital tracking system that would ensure bylaws or resolutions are not misplaced or lost by the Department, which stands to cost substantial time and money to Albertans.

Passed by Resolution of Smoky Lake County Council: XXX-2022

Seconded by: [REDACTED]

Submission to the RMA Zone 5 – Edmonton East Meeting: September [REDACTED], 2022

Proposed Resolution (#2)

Title: Wetland Replacement Program (WRP)

WHEREAS wetlands are a vital part of Alberta's ecological landscape and necessary for a sustainable economy and healthy communities; and

WHEREAS the Wetland Replacement Program (WRP) aims to re-establish wetlands in partnership with Albertans by providing resources for collaborative restoration projects across the province; and

WHEREAS under the Alberta Wetland Policy, the WRP will offset wetland area lost due to activities on the land; and

WHEREAS a priority of the Alberta Wetland Policy and WRP is to replace wetlands within municipalities and watersheds that have had the highest amount of lost wetland area since 2015, as well as areas of high historical loss; and

WHEREAS the WRP focuses on fostering partnerships with municipalities and non-profits that have a vested interest in wetland replacement; and

WHEREAS the WRP contemplates Wetland Restoration which includes returning natural/historic area and hydrological functions to a drained, partially drained, or filled-in wetland, and Wetland Construction, which includes creating a wetland on a site that was historically non-wetland; and

WHEREAS the WRP could become a vehicle to educate Albertans about our natural environments, as well as enhance community wellness, recreation, and tourism opportunities;

THEREFORE, BE IT RESOLVED that the Rural Municipalities engage with the Government of Alberta to simplify and expand the eligibility for projects under the Wetland Replacement Program (WRP), which would contribute to economic development, quality of community living, ecological outcomes, as well as an overall reduction of red tape.

Passed by Resolution of Smoky Lake County Council: XXX-2022

Seconded by: _____

Submission to the RMA Zone 5 – Edmonton East Meeting: September _____, 2022

Proposed Resolution (#3)

Title: Completion of Alberta's Remaining Land-use Framework Regional Plans

WHEREAS the Government of Alberta established the Land-use Framework (LUF) in 2008 which provides the tools, mechanisms, and formal process for the delineation of smart regional growth opportunities, landscape-level planning, and land-use management to effectively manage competing activities in a sustainable manner through the development of regional land-use plans; and

WHEREAS the Alberta Land Stewardship Act establishes the legal basis for regional land use planning in Alberta, requiring local government bodies to review their regulatory instruments to ensure compliance with the regional plan developed under the LUF; and

WHEREAS regional planning represents an integrated planning approach that looks to balance economic, environmental, and social considerations, and provide for consultation and engagement with Indigenous peoples, stakeholders, and the public; and

WHEREAS regional land-use plans developed under the LUF would serve as the ideal mechanism to inform planning for conservation and protected areas as regional plan development should take into consideration both environmental and economic priorities within a region; and

WHEREAS the local communities of rural Alberta are willing to participate in measures to enhance the natural environment, in conjunction with ensuring the existing and future economies of rural regions continue to prosper today and for future generations to come; and

WHEREAS the regional planning process under the Land-use Framework has been slowed considerably and Alberta remains without regional plans in areas of significant future development;


THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta requests that the Government of Alberta resume progress on the remaining regional land-use plans.

Passed by Resolution of Smoky Lake County Council: XXX-2022

Seconded by: _____

Submission to the RMA Zone 5 – Edmonton East Meeting: September _____, 2022

REQUEST FOR DECISION		DATE August 25, 2022	4.3
TOPIC	Contract Award for Regional Engineering Design Standards (REDS) RFP No. REDS-2022		
PROPOSAL	<p>That Smoky Lake County Council approve of the action taken by administration to award the contract for the Regional Engineering Design Standards (REDS) to Associated Engineering Alberta Ltd., and to further cause said contract to be signed and executed by all parties.</p> <p><u>BACKGROUND</u></p> <p><u>May 26, 2022 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion #720-22: <i>“That Smoky Lake County approve to proceed with publishing the Request for Proposal: RFP 2022-001: Regional Subdivision Design Standards (RSDS), Project No. SLC-PD-2022-001, for the Smoky Lake Regional Development Guidelines and Minimum Servicing Standards (also known as: Regional Engineering Standards (REDS)), as amended, online via the Alberta Purchasing Connection (APC), with an intake deadline of June 17, 2022, in accordance with Smoky Lake County Policy Statement 08-16: Purchasing Guidelines.”</i> CARRIED <p><u>June 23, 2022 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> • Motion #851-22: <i>“That Smoky Lake County Council provide authorization to Administration; in awarding the Regional Engineering Design Standards (REDS) contract to the successful proponent, pursuant to future direction received at an Administrators’ Meeting with the Chief Administrative Officers of Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau, following the close of the Request for Proposal (RFP No. REDS-2022), scheduled for Tuesday, July 12, 2022, after 3:00 p.m. Mountain Time; and acknowledge all action taken by Administration, at the August 25, 2022 County Council Meeting.”</i> CARRIED <p><u>July 14, 2022 – Administrators’ Meeting</u></p> <ul style="list-style-type: none"> • An administrators’ meeting was held on July 14, 2022, between the Chief Administrative Officers of Smoky Lake County, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, to discuss the Proposals received. • Smoky Lake County received a total of two (2) Proposals pursuant to the RFP: <ul style="list-style-type: none"> • Bid #1: CIMA+ • Bid #2: Associated Engineering Alberta Ltd. • A copy of the Evaluation Summary is attached for reference © Attachment 1 • A copy of the Work Order for the successful bid is attached for reference © Attachment 2 • Administration recommends that Associated Engineering Alberta Ltd. be awarded the contract as the successful bidder for the following reasons: <ul style="list-style-type: none"> • Extensive experience working in the region; • Extensive experience with projects of a rural/small town nature; • Expertise in climate-resilient infrastructure/construction standards; • Existing relationship with Smoky Lake County and familiarity with the County’s process/policies; • Anticipated completion date of project was much earlier than CIMA+; and • Total bid amount was significantly lower than CIMA+. 		

	<p>NEXT STEPS</p> <ul style="list-style-type: none"> • Contract signature and execution; • Project kick-off meeting; • Data collection & review; • Stakeholder consultation; • Preliminary document preparation; • Stakeholder engagement; • Draft document preparation; • Final document preparation; and • Project wrap-up meeting.
<p>CORRELATION TO BUSINESS (STRATEGIC) PLAN</p>	
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>	
<p>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</p>	<p><u>Municipal Government Act</u></p> <p><u>Smoky Lake County Policy Statement 08-16: Purchasing Guidelines</u></p>
<p>BENEFITS</p>	<ul style="list-style-type: none"> • Allow for the creation of new design standards to guide future development and subdivision in the Region
<p>DISADVANTAGES</p>	<ul style="list-style-type: none"> • Nil.
<p>ALTERNATIVES</p>	<ul style="list-style-type: none"> • Nil.
<p>FINANCE/BUDGET IMPLICATIONS</p>	
<p>Operating Costs: _____ Capital Costs: _____</p> <p>Budget Available: <u>\$200,000 (ACP Grant)</u> Source of Funds: <u>ACP grant</u></p> <p>Budgeted Costs: _____ Unbudgeted Costs: _____</p>	
<p>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</p>	<ul style="list-style-type: none"> • The County will act as the managing partner of this ACP grant and will be responsible for the administration of the project, including processing of all invoices. • The County will work closely with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, and provide project updates throughout the duration of the project.
<p>COMMUNICATION STRATEGY</p>	<ul style="list-style-type: none"> • website & social media • public participation plan
<p>RECOMMENDATION</p>	
<p>That Smoky Lake County Council approve of the action taken by administration to award the contract for the Regional Engineering Design Standards (REDS) to Associated Engineering Alberta Ltd., and to further cause said contract to be signed and executed by all parties.</p>	
<p>CHIEF ADMINISTRATIVE OFFICER</p>	



Box 310 4612 McDougall Drive
 Smoky Lake, AB T0A 3C0
 Phone: 888.656.3730 Fax 780.656.3768

EVALUATION SUMMARY

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

Evaluation Criteria	POINTS	Bidder: CIMA+	Bidder: Associated Engineering
Understanding	10	10	10
Service Requirements under para. 2.13	15	13	14
RFP quality/clarity	5	5	5
Project Team Experience	15	14	14
Similar Projects on-time/on-budget	10	8	8
Proposed Schedule	10	6	8
Cost	30	25	27
Innovation	5	4	5
TOTAL	100 Points	85	91

EVALUATION SUMMARY

Page 1 of 1.

UNOFFICIAL BID SUMMARY

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

RFP OPENING DATE: JULY 13, 2022

Subject to verification, analysis, and recommendation

Tender Opening Time: 9:00:00 A.M.	BID	Total Points Assigned (see evaluation summary sheet)
Bidder: CIMA	\$ 195,760.00	85
Bidder: AE	\$ 141,100.00	91
Recommended Successful Bidder:	Associated Engineering	

ATTENDANCE RECORD:

NAME: JORDAN RUEGG POSITION: PLANNING AND DEVELOPMENT MANAGER
 NAME: KYLE SCHOLE POSITION: PLANNING TECHNICIAN

UNOFFICIAL BID SUMMARY

Attendance Record

WORK ORDER

Pursuant to the Master Agreement between **Associated Engineering Alberta Ltd.** and **Smoky Lake County** dated **March 25, 2021** the Parties agree on the following Services and bases for Services:

1 PROJECT INFORMATION

Project Name Regional Subdivision and Design Standards
Location Smoky Lake County, Alberta
AE Project Number 22-01170

2 SCOPE OF SERVICES

Refer to attached proposal dated July 12, 2022.

3 COMPENSATION

The Consultant's budget shall not exceed \$141,080.55 and will be paid at the Time Basis rates noted in the attached Rate Schedule.

Monthly invoices for Consultant Services shall be based either on the actual hour of work performed by the Consultant. The aggregate of all such invoices shall not exceed the amount of the Budget shown above. The Client shall not be obligated to pay the Consultant for any amounts exceeding the Budget unless written authorization has been provided by the Client.

Any and all Reimbursable Expenses shall be included in the foregoing Consultant Budget. The Client shall not be obligated to pay the Consultant for any Reimbursable Expenses unless they are in accordance with the Client's policies on Reimbursable Expenses and have been reasonably approved by the Client.

4 SCHEDULE

The Work will be completed in accordance with the attached schedule.

5 PROJECT MANAGEMENT

	Smoky Lake County	Associated Engineering Alberta Ltd.
Name:	Gene Sobolewski, CET	Ryan Krausher, P.L.(Eng.)
Email:	cao@smokylakecounty.ab.ca	krausherr@ae.ca
Phone:	780-656-3730	780-451-7666

Dated: _____

Smoky Lake County

Per:

Authorized Signatory _____ Title _____

Per:


Witness _____ Title _____

Associated Engineering Alberta Ltd.

Per:

Helder Afonso, P.Eng. _____ Vice President & General Manager

REQUEST FOR DECISION		DATE August 25, 2022	4.4
TOPIC	Proposed Changes to Safety Codes Act Inspections & Fees		
PROPOSAL	<ul style="list-style-type: none"> • To make changes to the Safety Codes Act inspections process for minor builds and update the Joint Quality Management Plan Fee Schedule. • Specifically, the County's Safety Codes Act inspectors, The Inspections Group Inc., wish to make the following changes: <ul style="list-style-type: none"> • \$150.00 Extension Fee – Safety Codes Act permits are valid for 1 year from the commencement date. Currently The Inspections Group does not offer extensions, so this would be a way to facilitate them; • \$125.00/hour Variance Fee (2 hour minimum) – Variances to the requirements of the Safety Codes Act take additional time to process and incur additional costs for the inspection agency. This fee would allow for The Inspections Group to recoup these costs; and • Conditional Building Permits – Conditional building permits would allow for faster processing times for the following minor permits: <ul style="list-style-type: none"> ○ Single storey mobile homes; ○ Basements; ○ Accessory buildings less than 55m²; ○ Uncovered decks less than 1.8m in height; ○ Hot tubs; ○ Demolition; and ○ Wood-burning stoves. • The proposed Conditional Building Permits would require the applicant to sign an affidavit acknowledging that their Permit will be issued with only a general plan review being conducted. The affidavit also explains the minimum required documentation that is to be provided as well as additional information to assist the applicant with construction. • The issuance of Conditional Building Permits will help streamline the Building Permit approval process, saving the applicant time and ensuring that inspections are successful when they are conducted. • Copies of the affidavits for the various types of Conditional Building Permit are attached for reference. © Attachment 1 		
BACKGROUND	<ul style="list-style-type: none"> • Smoky Lake County, as the managing partner of the Joint Accreditation of the Quality Management Plan (QMP) for Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, was contacted by Ryan Nixon, Director Business Development & Innovation, The Inspections Group Inc., requesting the proposed changes to the fee schedule and QMP. • The proposed changes were discussed at the April 13, 2022 Administrators' Meeting and received approval from each municipality. 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<i>Safety Codes Act, RSA 2000, c S-1</i>	
BENEFITS	<ul style="list-style-type: none"> • Ensure compliance with the <i>Safety Codes Act</i>. • Ensure timely, thorough and compliant inspections are conducted. 		
DISADVANTAGES	<ul style="list-style-type: none"> • Nil. 		
ALTERNATIVES	<ul style="list-style-type: none"> • Continue with status quo and do not allow for the issuance of Conditional Building Permits for minor builds 		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs: _____		Capital Costs: _____	

Budget Available: _____		Source of Funds: _____	
Budgeted Costs: _____		Unbudgeted Costs: _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	As the managing partner of the Safety Codes Services Agreement, Smoky Lake County provide the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna with a copy of the revised Quality Management Plan.		
COMMUNICATION STRATEGY	The communication of the changes will be posted on the County's website and made available through the Planning and Development Department. The changes will also be communicated to ratepayers by the Inspections Group Inc. during their correspondence with applicants.		
RECOMMENDATION			
<p>RECOMMENDATION: That Smoky Lake County accept the changes proposed by The Inspections Group Inc., to the Safety Codes Act inspections process for minor builds for: single-storey mobile homes, basements, accessory buildings less than 55m² in area, uncovered decks less than 1.8m in height, hot tubs, demolition and wood-burning stoves; and to amend the Joint Quality Management Plan Fee Schedule to implement a \$150.00 Extension Fee; and a \$125.00/hour Variance Fee (minimum 2 hours), as per the request from The Inspections Group Inc, and as agreed upon by the administrators of Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna.</p>			
CHIEF ADMINISTRATIVE OFFICER			

Accessory Buildings Under 55m² in Area & One Storey in Height Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to construct the Accessory Building under 55m² to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Application

What if My Accessory Building is Over 55 m² (592 ft²)?

Your Accessory Building then **requires a complete plans examination by a Building Safety Codes Officer.**

Required Inspections

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.

Framing Inspection Emphasis: The framing should be complete, with no siding work yet to begin (roofing installation can be in-progress or complete). The foundation type will be confirmed. Wood is required to be protected from decay (see below under *Code Requirements*). The building needs to be anchored, lintels (headers) appropriately sized, wall components compliant, rafters or trusses will be inspected for compliance, and any special truss bracing is installed.

Insulation Inspection Emphasis: The insulation and air/vapour barrier should be complete, with no more work remaining prior to installing the gypsum wallboard (drywall). The appropriate level of insulation will be confirmed, as well as the air/vapour barrier installation and seal, along with the size of the attic access hatch.

Final Inspection Emphasis: The garage construction should be complete. Flashing will be confirmed to be installed with appropriate end dams. The soffits will be inspected if unvented soffits are required. All exterior penetrations will be confirmed to be sealed. If the Final is the only inspection, all elements listed below will be confirmed.

Accessory Buildings Under 55m² in Area & One Storey in Height Conditional Building Permit Requirements

Code Requirements – National Building Code: Alberta Edition 2019

- 1) **Flashing:** Flashing is required when the cladding substrate changes (ie. around openings like overhead doors, man doors and windows, service penetrations). End damming is required for the flashing. Except where the vertical distance from the underside of the eave to the top of the flashing trim is one-quarter or less of the horizontal eave measurement (16" projection = 4" or less from the underside of the soffit or flashing is required).

Code Origin: Article 9.27.3.8., Part 9, Division B

- 2) **Resistance to Decay:** Where structural wood members (i.e. Wall bottom plates, studs) are vertically located 150mm (6") or less from the adjacent grade, the wood must be pressure-treated to resist decay.

Code Origin: Sentence 9.3.2.9.(3), Part 9, Division B

- 3) **Soffit Projections:** Soffit projections can't be within 450mm (18") of a property line unless it faces a street, lane, or public thoroughfare.

Code Origin: Sentence 9.10.14.5.(10), Part 9, Division B

- 4) **Unvented Soffit:** Where the soffit projects to less than 1.2m (4'-0") from the property line, the soffit must be unvented.

Code Origin: Subclause 9.10.14.5.(12)(b)(ii), Part 9, Division B

- 5) **Building Anchorage:** The building must be anchored by fastening the sill plate to the foundation (i.e. Concrete slab, mudsills) with a minimum of 12.7mm (1/2") anchor bolts spaced not more than 2.4m (8'-0") on center, **or** by embedding in a concrete curb with two 2x4 sill plates, placed on edge and separated by blocking spaced not more than 1.2m (4'-0") on centre.

Code Origin: Article 9.23.6.1., Part 9, Division B

- 6) **Attic Access Hatch:** If the interior is finished, an attic access hatch must be provided if the roof space measures 3 m² in area, 1 m or more in length or width, and is 600mm or more in height.

The size of the hatch must be a minimum of 0.32 m² (3.44 ft²) with no dimension less than 500mm (20").

Code Origin: Article 9.19.2.1., Division B, Part 9

Accessory Buildings Under 55m² in Area & One Storey in Height Conditional Building Permit Requirements

- 7) Truss Specifications: If using engineered trusses from a supplier, the layout and specifications must be provided at the time of inspection if not included with the original application or if there has been a change to the truss supplier.

Code Origin: Article 9.23.14.11., Division B, Part 9

- 8) Spatial Separation: When an accessory building is located less than 1.2 m (4'-0") from a property line, the wall construction must have a minimum 45-minute fire rating,

Notes:

- A wood-framed loadbearing wall framed with studs at 400mm o.c. (16" o.c.) with min. 12.7mm (5/8") thick Type "X" gypsum board on the interior would achieve a 45-minute fire-resistance rating.
- If your municipality has a 10-minute fire fighting response time, you can have your accessory building wall as close as 0.6 m (2'-0") from the property line.

Code Origin: Article 9.10.14.5.(4)(b), Division B, Part 9

- 9) Unprotected openings (example: windows): No unprotected openings are allowed in an exposing exterior building face when less than 0.6m (2'-0) from a property line. If you have unprotected openings in the wall exposed to a property line, a Building Safety Codes Officer requires a complete plan review.

Code Origin: Article 9.10.14.4.(10), Division B, Part 9

- 10) Wall Height: Walls can be up to 12' in height without engineering. If you have a wall taller than 12', a **Building Safety Codes Officer requires a complete plan review.**

Code Origin: Article 9.23.10.1., Division B, Part 9

- 11) Framing: Openings in framed walls are required to have lintels (headers) that meet the span tables of the Building Code. You can consult the span tables in the Building Code or Canadian Wood Council Span Book to size the lintel to the width of the opening.

Code Origin: Article 9.23.12.3., Division B, Part 9

Free downloadable PDF copy of the National Building Code: Alberta Edition is available from the National Research Council. <https://nrc-publications.canada.ca/eng/view/ft/?id=3e93ecc7-7ad6-43ff-ac1e-89c0d033b8aa> The PDF is hyperlinked and searchable.

Basement Development Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to construct the basement development to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Submitted Documentation includes a minimum of:

- floor plan showing layout of new walls, bathrooms, bedrooms, windows, and doors
- has the Private Sewage Disposal System (PSDS) system been sized for more bedrooms
- window well size serving bedrooms

Documentation provided will be reviewed in conjunction with construction at the time of site inspection.

Required Inspections

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Interconnection of Smoke Alarms: All new smoke alarms must be interconnected, which ensures all alarms in the house activate, allowing occupants to be made aware of the hazard.

Code Origin: Sentence 9.10.9.5.(1), Part 9, Division B

- 2) Smoke Alarms: At least one smoke alarm is required on each storey of a house, and in every hallway that serves a bedroom(s), and within each bedroom. All Smoke alarms installed within a building are required to be interconnected.

Code Origin: Subclause 9.10.19.3.(1)(b)(ii), Part 9, Division B

- 3) Bedroom Smoke Alarms: Each bedroom must have a smoke alarm.

Basement Development Conditional Building Permit Requirements

Code Origin: Subclause 9.10.19.3.(1)(b)(i), Part 9, Division B

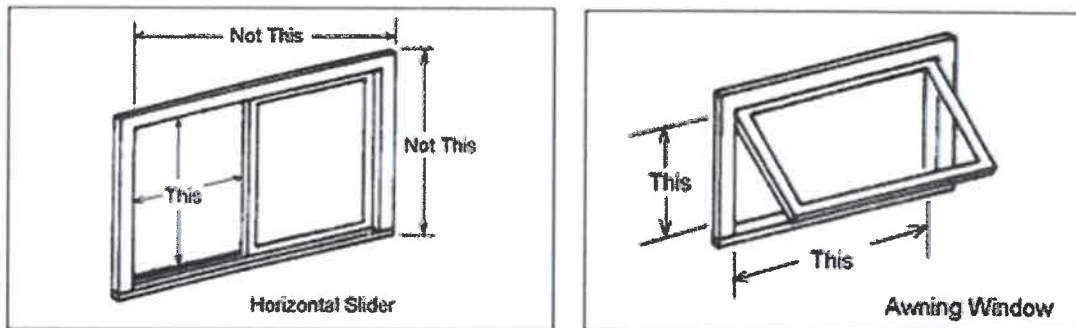
- 4) Carbon Monoxide (CO) Alarm: A CO alarm needs to be installed either inside each bedroom, or outside the bedroom(s) within five metres (16'-4") of each bedroom door.

Code Origin: Sentence 9.32.3.9.(4), Part 9, Division B

- 5) Bedroom Egress Windows: To allow for safe egress in the event of an emergency, the openable area of the egress window needs to be at least 3.75 ft² (0.35 m²), and with no dimension (height, length) less than 15" (380mm). This window must be openable from the inside without the use of keys, tools or special knowledge and without the removal of sashes or hardware. Hopper windows are not permissible, must be of an awning, slider, or casement type.

BEDROOM WINDOW EGRESS

Bedroom windows must be sized so that they can be used as a direction of escape in case of fire. Each bedroom must have a window that opens from the inside without the use of tools or special knowledge and has an unobstructed area when open of at least 0.35 m² or 3.75 ft². (minimum dimension of opening, (width or height), allowed is 380mm or 15") (Division B Article 9.7.1.2).



The critical area of a bedroom window is the open area that is free and clear of obstruction when open fully.

Code Origin: Article 9.9.10.1., Part 9, Division B

Basement Development Conditional Building Permit Requirements

- 6) **Bedroom Egress Window Wells:** When a bedroom egress window opens into a window well, the must be a depth of 760mm (30") from the outside edge of the window when opened, to the inside of the window well.

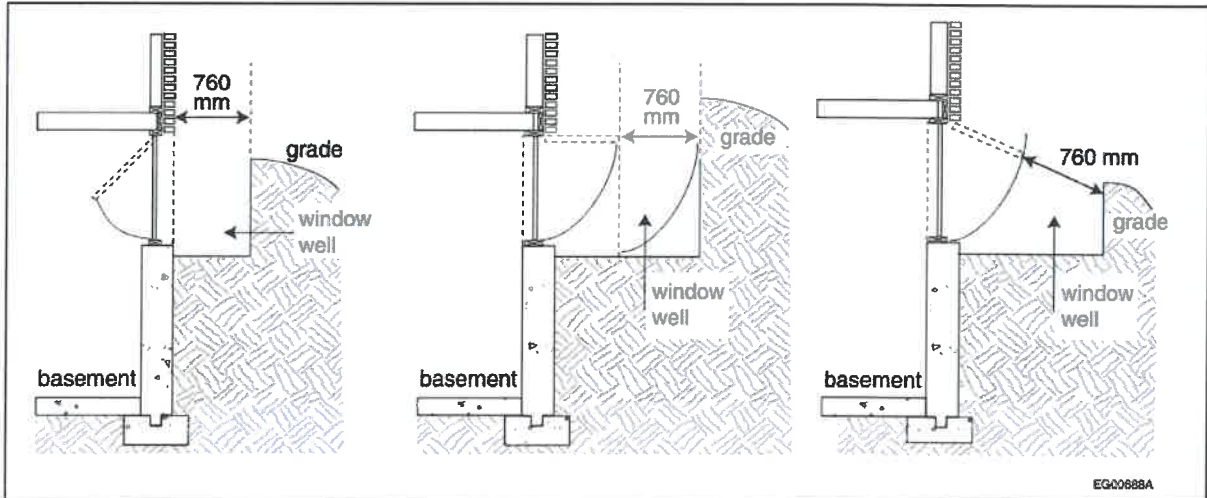


Figure A-9.9.10.1.(3)
Windows providing a means of escape that open into a window well

Code Origin: Sentence 9.9.10.1.(3), Division B, Part 9

- 7) **Bathroom Fans:** All bathrooms require a ventilation fan with a minimum capacity of 25 litres a second (53.0 CFM). HRV fans with this minimum capacity are acceptable, however an outlet with diffuser must be located in the bathroom.

Code Origin: Sentence 9.32.3.7.(4), Division B, Part 9

- 8) **Stair Handrails and/or Guardrails:** Enclosed stairs (stairs with full-height walls on both sides), require a handrail on one side of the stair. The allowable height of the handrail is 865mm (34") minimum to a maximum of 1070mm (42"). The support brackets that attach the handrail to the wall must be located 300mm (12") or less from each end of the handrail, with the middle brackets spaced a maximum of 1.2m (4'-0") or less. If the stair is interrupted by a landing, the landing does not require a handrail.

If the stairs are not enclosed and the height of the stairs is greater than 600mm (24"), guardrails are required to prevent falling. Guards are required to be a minimum of 36" high, with the spindles separated by no more than 100mm (4").

Code Origin: Subsections 9.8.7. (Handrails) and 9.8.8. (Guards), Division B, Part 9

Basement Development Conditional Building Permit Requirements

- 9) Minimum Doorway Sizes: The minimum doorway sizes vary depending on the room the door serves.

810mm (32") doors are required for stairway doors, and utility rooms. This is to ensure a minimum 32" path of travel from the utility room to the front door.

600mm (24") doorways are required for bathrooms and walk-in closets.

760mm (30") doorways are required for all other rooms.

Code Origin: Table 9.5.5.1., Division B, Part 9

- 10) Fireplaces: Electric fireplaces built in a factory must conform to the CAN/ULC-S610-M standard, "Factory-Built Fireplaces" and the installation must follow the manufacturer's installation guidelines. Proof of standard certification can be found on the manufacturer's installation guidelines, on the product packaging, and/or other product data. Wood stoves must follow the document specific to that subject matter. The installation instructions are required to be on site at the time of inspection.

Code Origin: Article 9.22.8.1., Division B, Part 9

- 11) Clothes Dryer Venting: The venting must be accessible for cleaning, be vented directly to the outside, and is not permitted to have a screen of any kind.

Code Origin: Sentence 9.32.1.3.(2), Division B, Part 9

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Demolition Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to complete the Demolition to comply with code requirements, and ensure protection of the public. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Application

Why Is a Permit Required for a Demolition?

The objective of demolition permits is to ensure safety during demolition, the plans for termination of services, removal of debris, ensure a level of protection for the public during the demolition process and to ensure the site is left in a safe state upon completion of the demolition.

Submitted Documentation includes a minimum of:

- site plan
- identify building(s) to be removed on the site plan
- estimated completion date of demolition
- if adjacent to a public access/thoroughfare, indicate how the public will be protected from the demolition process

Documentation provided will be reviewed in conjunction with construction at the time of site inspection, where applicable.

Required Inspections:

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

Important Note: Demolition of Commercial, Institutional, or Industrial occupancies require a full Plans Examination by a Building Safety Codes Officer.

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.

Demolition Conditional Building Permit Requirements

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Removal Asbestos/Hazardous Materials: **Requires plan review by a Safety Codes Officer.**

Code Origin: Article 2.2.13.1.(6), Division C, Part 2

- 2) Removal of all construction debris from the site: Debris from the demolition is required to be disposed of in a safe and legal manner.

Code Origin: Section 8.2.5, Division B, Part 8

- 3) Fencing of the site: Site fencing is required anywhere that the public can reasonably be expected to have access to the location.

Code Origin: Section 8.2.1, Division B, Part 8

- 4) Covered Walkway: **Any site where demolition could have debris that may fall onto a public thoroughfare is required to have a plan review by a Safety Codes Officer.**

Code Origin: Section 8.2.1, Division B, Part 8

- 5) Construction/Demolition Equipment shall be protected from public access: The public shall not have unrestricted access to equipment, and the equipment shall not create hazards to the public

Code Origin: Sentence 8.2.3.1., Division B, Part 8

- 6) Site Condition on Completion shall be level: No open excavations or depressions shall be left to create a hazard on the site.

Code Origin: Sentence 8.2.2.1., Division B, Part 8

- 7) Coordinate with the Utility Provider: All utilities for a demolition project shall be terminated safely in accordance with the applicable utility provider(s) requirements. All terminated services shall be terminated in such a manner as to not create any hazard to the public.

Code Origin: Sentence 8.1.1.3., Division B, Part 8

- 8) No trespass on public property: Site safety measures shall not be placed on public property without direct approval from the authority having jurisdiction.

Code Origin: Sentence 8.2.3.4., Division B, Part 8

Demolition Conditional Building Permit Requirements

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Hot Tub or Above Ground Swimming Pool Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to construct the Hot Tub or Above Ground Pool to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Application

Why Is a Permit Required for a Hot Tub or Above-ground Pool?

The Building Code identifies any structure, basin, or tank containing an artificially created pool of water used for swimming, recreation, bathing, diving, wading, healing, therapy, rituals, or other purposes as a swimming pool and has requirements for these structures and their associated components to comply with. Below-ground pools have separate requirements that constitute a **complete review by a Safety Codes Officer.** Two permits are required, a Building Permit and an Electrical Permit (different Codes require different permits).

The objective of the permits is to ensure the safety of the users of the hot tubs or above-ground pools and to ensure a level of protection from unauthorized use.

Submitted Documentation includes a minimum of:

- site plan with the location and dimensions of tub/pool
- hot tub cover certification conforming to ASTM F1346-91
- location of fence around pool

Documentation provided will be reviewed in conjunction with construction at the time of site inspection.

Required Inspections:

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

Important Note: If the hot tub is to be placed on a deck, a **full Plans Examination by a Building Safety Codes Officer will be required**; hot tubs when full of water & people present a point load on the deck that necessitates design outside of the National Building Code (Alberta Edition).

Hot Tub or Above Ground Swimming Pool Conditional Building Permit Requirements

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Fence Requirements: The tub/pool must be located in a yard that is completely encompassed by a six-foot high, lockable fence. If your fence does not comply with this, please review points #6 & #7 below.

Code Origin: Sentence 7.2.2.1.(1), Division B, Part 7

- 2) Gate Requirements: The gate of the fence noted above is also required to be six-feet high, be equipped with a self-closing device, equipped with a latch on the inside of the gate located not less than 1.5m (5'-0") from the ground and be capable of being locked.

Code Origin: Sentence 7.2.2.1.(2), Division B, Part 7

- 3) Fence & Gate Construction Requirements: The fence and gate must be constructed that any horizontal members of the fence are located on the inside of the fence. No gaps larger than 100mm (4") are permitted.

Code Origin: Sentence 7.2.2.1.(3), Division B, Part 7

- 4) Barbed Wire: No barbed wire is permitted on, or as part of, the fence or gate.

Code Origin: Sentence 7.2.2.1.(4), Division B, Part 7

- 5) Electric Protection: No device that could cause an electrical current to pass through the fence or gate is permitted.

Code Origin: Sentence 7.2.2.1.(5), Division B, Part 7

- 6) Option 2: A fence noted in the above points is noted required around any portion of a pool or hot tub if the top of the outside wall of the pool/tub is not less than 1.8m (6'-0") above the level of the ground outside the pool/tub wall and the wall is constructed so that the only means of access to the pool/tub is through a gate or similar facility.

Code Origin: Sentence 7.2.2.1.(6), Division B, Part 7

Hot Tub or Above Ground Swimming Pool Conditional Building Permit Requirements

- 7) Option 3: A fence noted in points #1 through #5 is not required if the hot tub or above-ground pool is equipped with a cover designed and constructed in conformance with ASTM F 1346, "Safety Covers and Labeling Requirements for All Covers for Swimming Pools, Spas, and Hot Tubs". The cover must be equipped with lockable devices to prevent access to the water by unauthorized people.

Code Origin: Sentence 7.2.2.1.(7), Division B, Part 7

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Mobile Home One Storey in Height Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to place the Mobile Home to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Submitted Documentation includes a minimum of:

- New Home Warranty (After February 1 2014)
- site plan
- foundation requirements:
 - wood blocking is acceptable (must be pressure-treated wood within 6" of grade)
 - any other foundation may/will require a structural engineered stamped plan
- floor plan
- 4 elevation views (north, south, east and west)
- C.S.A. number
- Alberta Municipal Affairs number
- proof of deformation resistant building (built on steel frame)

Documentation provided will be reviewed in conjunction with construction at the time of site inspection.

Application

A complete plan review by a Building Safety Codes Officer is required if:

- The Mobile Home is more than one storey in height,
- has any addition(s), or
- if spatial separation to any other building or property line is less than 16'(4.88 m)

Required Inspections

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.



Mobile Home One Storey in Height Conditional Building Permit Requirements

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Access to the Building: Minimum of a landing (minimum 1100mm width or width of stair, whichever is greater), stairs (minimum width of 860mm) and guards (minimum height of 900mm) shall be provided for access to the building.

Code Origin: Section 9.8., Part 9, Division B

- 2) Resistance to Decay: Where structural wood members (i.e. Wall bottom plates, studs) are vertically located 150mm (6”) or less from the adjacent grade, the wood must be pressure-treated to resist decay.

Code Origin: Sentence 9.3.2.9.(3), Part 9, Division B

- 3) Flame Spread: Interior surfaces cannot have a flame spread rating of greater than 150. Units with particle board panelling **require a complete plan review by a Building Safety Codes Officer.**

Code Origin: Sentence 9.10.14.5.(10), Part 9, Division B

- 4) Foundation: Wood pier foundations must be installed to CSA Z240 standard. Screw pile foundations shall have three pieces of documentation: 1) Pre-engineered drawing with engineer’s stamp from the screw pile manufacturer, 2) Design bearing loads for each screw pile location, from the manufacturer (how much each pile needs to support), and 3) the installers torque logs the specifically identify each screw pile installed and the torque load of each screw pile. Screw pile documentation is all required to be on site at the time of inspection. Any other foundation will require a **complete plan review by a Building Safety Codes Officer.**

Code Origin: Article 9.15.1.3., Part 9, Division B & Article 2.2.13.6., Part 9, Division C

- 5) Smoke Alarms: At least one smoke alarm is required on each storey of a house, and in every hallway that serves a bedroom(s), and within each bedroom. All Smoke alarms installed within a building are required to be interconnected.

Code Origin: Subclause 9.10.19.3.(1)(b)(ii), Part 9, Division B

- 6) Carbon Monoxide (CO) Alarm: A CO alarm needs to be installed either inside each bedroom, or outside the bedroom(s) within five metres (16’-4”) of each bedroom door.

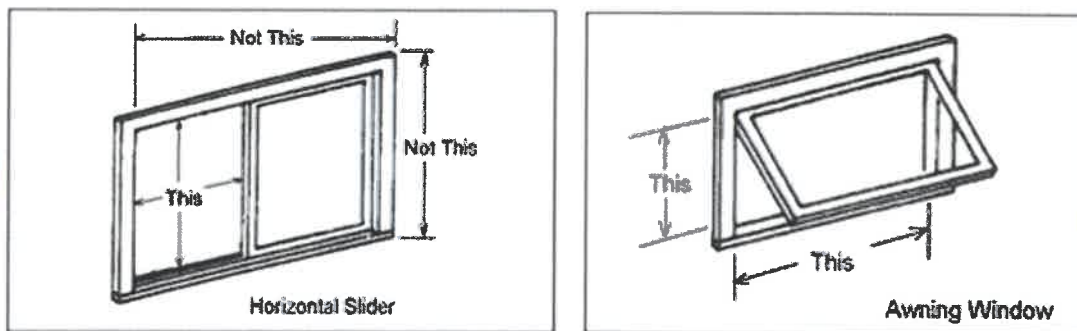
Mobile Home One Storey in Height Conditional Building Permit Requirements

Code Origin: Sentence 9.32.3.9.(4), Part 9, Division B

- 7) Bedroom Egress Windows: To allow for safe egress in the event of an emergency, the openable area of the egress window needs to be at least 3.75 ft² (0.35 m²), and with no dimension (height, length) less than 15" (380mm). This window must be openable from the inside without the use of keys, tools or special knowledge and without the removal of sashes or hardware. Hopper windows are not permissible, must be of an awning, slider, or casement type.

BEDROOM WINDOW EGRESS

Bedroom windows must be sized so that they can be used as a direction of escape in case of fire. Each bedroom must have a window that opens from the inside without the use of tools or special knowledge and has an unobstructed area when open of at least 0.35 m² or 3.75 ft². (minimum dimension of opening, (width or height), allowed is 380mm or 15") (Division B Article 9.7.1.2).



The critical area of a bedroom window is the open area that is free and clear of obstruction when open fully.

Code Origin: Article 9.9.10.1., Part 9, Division B

- 8) Ground Cover below home: Ground cover shall be not less than 0.10mm polyethylene,

Code Origin: Sub-Section 9.18.6., Division B, Part 9

- 9) Site Grading: The site shall be graded to drain water away from the building.

Code Origin: Article 9.14.6.1., Division B, Part 9

- 10) Exterior Building Envelope: The exterior envelope needs to ensure that both primary and secondary planes of protection direct water to the exterior, secured and attached correctly, and all penetrations of the building envelope are sealed to prevent the ingress of water and moisture.

Mobile Home One Storey in Height Conditional Building Permit Requirements

Code Origin: Article 9.14.6.1., Division B, Part 9

11) Proof of Certification for Off-Site Manufactured Buildings: Off-Site manufactured buildings shall be certified. Building NOT certified to CSA A277 or CSA Z240 are considered uncertified buildings and require a **complete plan review by a Building Safety Codes Officer.**

Code Origin: Sub-Section 2.4.5., Division C, Part 2

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Applicant Acknowledgement

I, _____(print name) here by acknowledge that by attaching this to my signed permit application; that my permit will be issued with only a general plan review provided. I am aware of my responsibility to construct the Uncovered Deck under 1.8m(6'-0") to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Submitted Documentation includes a minimum of:

- site plan
- plan view, complete with construction details for the proposed deck (decking, floor joists, beam, columns, foundation)
- cross section view or sample plan with dimensions filled in

Documentation provided will be reviewed in conjunction with construction at the time of site inspection.

Application

What if My Permit is Covered, or Over 6'-0"?

Uncovered decks over 1.8m (6'-0"), are subject to more stringent requirements in the Building Code. Covered decks are considered additions to houses. In both cases, a **full Plans Examination by a Building Safety Codes Officer is required** prior to permit issuance and construction.

Required Inspections

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection. **Failed inspections may require re-inspection, alteration or verification by an engineer.**

Inspection Emphasis: The deck construction should be complete except for any planned skirting to be installed. **The skirting is to be left off to allow the inspector to view all structural elements, failure to do so will result in a failed inspection.** At the inspection, the inspector will ensure appropriately-sized columns, beams, and joists are used and their spans are correct. The inspector will ensure columns are centered on their foundation (examples include concrete or screw piles), joints in the beam are located

within the quarter point of their spans, appropriate hangars are used and secured, and guards are adequate to support the specified loads on guards in the Building Code.

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Guardrails: Every deck that requires a permit, requires guards. Guards must be a minimum height of 900mm (3'-0"),

Code Origin: Article 9.8.8.1., Part 9, Division B

- 2) Guards & Handrails on Stairs: Stairs don't require guards on both sides if the walking surface is less than 600mm (24") from the adjacent grade. Stairs with more than three risers require a handrail on at least one side.

Code Origin: Articles 9.8.8.1. and clause 9.8.7.1.(3)(b), Part 9, Division B

- 3) Openings in Guards: Any spindles or balusters cannot be spaced more than 100mm (4"). The latest Code cycle allows horizontal guards up to a height of 4.2m (13'-9") from adjacent grade, allowing most decks to have horizontal or ornamental guard rails.

Code Origin: Articles 9.8.8.5. & 9.8.8.6., Part 9, Division B

- 4) Nailing of Joists to Supports: The bottom of each joist must be toe-nailed to beam supports, end-nailed to header joists, or be continuously strapped, have solid blocking or cross-bridging at the each joist end to restrain the joists from twisting.

Code Origin: Article 9.23.9.3., Part 9, Division B

- 5) Mid-Point Blocking: When joists span any distance greater than 2.1m (7'-0"), solid blocking, bracing, bridging, or strapping is required.

Code Origin: Clause 9.23.9.4.(1)(b), Part 9, Division B

- 6) Maximum Joist Spans: The maximum joist spans are taken from the Table 9.23.4.2.A, *Maximum Spans for Floor Joists – General Cases* in the 2019 National Building Code (Alberta Edition).

(Portion of Span Table on next page)

Maximum Joist Spans

Joist Size	12" On Center		16" On Center		24" On Center	
	Metric	Imperial	Metric	Imperial	Metric	Imperial
2x6	2.92 M	9 ft - 6 inches	2.71 M	8 ft - 10 inches	2.49 M	8 ft - 2 inches
2x8	3.54 M	11 ft - 7 inches	3.36 M	11 ft - 0 inches	3.2 M	10 ft - 5 inches
2x10	4.17 M	13 ft - 8 inches	3.96 M	12 ft - 11 inches	3.77 M	12 ft - 4 inches
2x12	4.75 M	15 ft - 7 inches	4.52 M	14 ft - 9 inches	4.3 M	14 ft - 1 inch

Spans based on SPF No1 of No 2 Grade lumber with floor joists having mid-span strapping installed. Other acceptable options are available, and it is up to the applicant to meet construction requirements of the Building Code.

Code Origin: Sentence 9.23.4.2.(1), Part 9, Division B

- 7) Maximum Beam Spans: The maximum beam spans are taken from the Table 9.23.4.2.H, *Maximum Spans for Built-up Floor Beams Supporting not more than One Floor* in the 2019 National Building Code (Alberta Edition). A minimum three ply beam is required, no matter which material chosen.

Maximum Beam Spans

# of Ply's	Beam Size	Joist Span less than 3 Meters (9'-10")		Joist Span less than 4.2 Meters (13'-9")		Joist Span less than 4.8 Meters (15'-8")	
		Metric	Imperial	Metric	Imperial	Metric	Imperial
3	2x8	2.63 M	8 ft - 7 inches	2.31 M	7 ft - 6 inches	2.16 M	7 ft - 1 inch
3	2x10	3.34 M	10 ft - 11 inches	2.82 M	9 ft - 3 inches	2.64 M	8 ft - 7 inches
3	2x12	3.88 M	12 ft - 8 inches	3.28 M	10 ft - 9 inches	3.06 M	10 ft - 0 inches

Spans based on SPF No1 of No 2 Grade lumber . Other acceptable options are available, and it is up to the applicant to meet construction requirements of the Building Code.

Code Origin: Sentence 9.23.4.2.(3), Part 9, Division B

- 8) Size of Wood Columns: The width or diameter of a wood column can't be less than the width of the beam the column is supporting.

Code Origin: Sentence 9.17.4.1.(1), Division B, Part 9

- 9) Minimum Stair Tread Run: The minimum run for a stair tread, measured nosing-to-nosing, is 255mm (10").

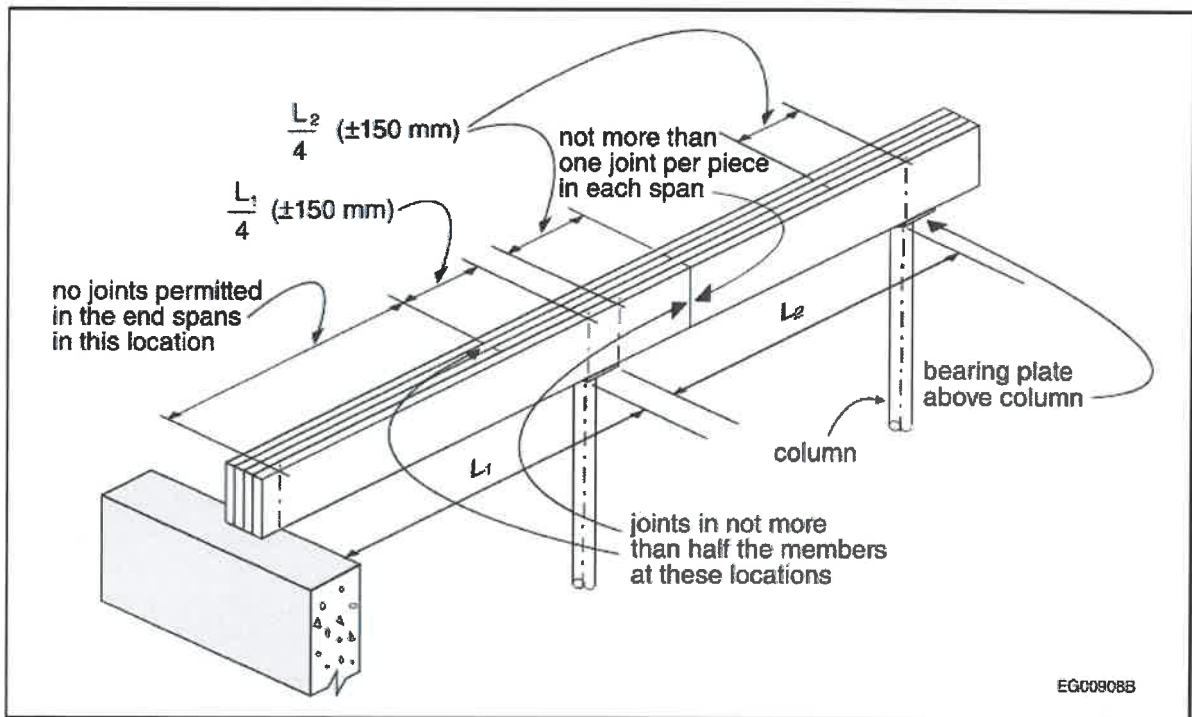
Code Origin: Article 9.8.4.2., Division B, Part 9

10) Uniformity and Tolerances for Risers, Runs, and Treads: Both risers and treads must be of uniform height and length. The maximum tolerances for 5mm ($\frac{3}{16}$ "), between adjacent risers or treads, and 10mm ($\frac{3}{8}$ ") between the shortest and tallest risers or treads.

Where the bottom risers meets a sloping grade, at a distance of 300mm (12") from the inside of the handrail the riser height must be uniform with the rest of the flight.

Code Origin: Article 9.8.4.4., Division B, Part 9

11) Quarter-pointing Beam Splices: Splices/joints in beams should occur over a support, unless the beam is continuous over more than one span. Provided the quarter points are not located closest to the ends of the beam, beam splices are permitted to be butted together at, or within 150mm (6") of, the end of the quarter points of the clear spans.



Code Origin: Article 9.23.8.3., Division B, Part 9

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Wood Stove Conditional Building Permit Requirements

Applicant Acknowledgement

I, _____(print name), hereby acknowledge that by attaching this to my signed permit application; my permit will be issued with only a general plan review provided. I am aware of my responsibility to install the wood stove to comply with code requirements. Any deficiency(s) identified at the time of site inspection will be corrected in a timely manner.

_____(Signature) I have reviewed this document and confirm my project does not contain any of the items that **require a complete plans review by a Building Safety Codes Officer.**

Submitted documentation includes a minimum of:

- floor plan indicating room dimensions, clearances of the stove and floor protection
- manufacturer's installation instructions
- references to certification listing

The documentation provided will be reviewed in conjunction with construction at the time of site inspection.

Required Inspections

Required inspection(s) will be printed on your issued permit. It is the responsibility of the applicant to call for all required inspection(s) PRIOR TO COVERING. If you have questions, don't hesitate to get in touch with OUR OFFICE AT (780) 454 5048 or EMAIL US AT general@inspectionsgroup.com

NOTE: Below is a general overview of code requirements that will be emphasized at the time of inspection. Inspection may identify additional requirements as determined by the Safety Codes Officer at time of inspection.

Code Requirements – National Building Code: Alberta Edition 2019

- 1) Interconnection of Smoke Alarms: All new smoke alarms must be interconnected, ensuring all alarms in the house activate, allowing occupants to be made aware of the hazard.

Code Origin: Sentence 9.10.9.5.(1)., Part 9, Division B

- 2) Smoke Alarms: At least one smoke alarm is required on each storey of a house, and in every hallway that serves a bedroom(s), and within each bedroom. All Smoke alarms installed within a building are required to be interconnected.

Code Origin: Subclause 9.10.19.3.(1)(b)(ii), Part 9, Division B

- 3) Non-Combustible Hearth requirements/Floor Protection: Non-combustible hearth shall be provided to the manufacturer's installation instructions.

Wood Stove Conditional Building Permit Requirements

Code Origin: Subclause 9.33.5.3., Part 9, Division B

- 4) Carbon Monoxide (CO) Alarm: A CO alarm needs to be installed in a room with a solid-fuel appliance.

Code Origin: Sentence 9.32.3.9., Part 9, Division B

- 5) Flue Pipe Installation: Shall be installed as required by the manufacturer, and clearance to combustible surfaces shall meet the manufacturer's installation instructions. Three screws shall secure joints in the Flue pipe.

Code Origin: Sentence 9.33.5.3., Part 9, Division B & Sentence 9.22.10.2., Part 9, Division B

- 6) Clearance to combustible Surfaces for the Appliance: Front, Side, back, corner clearances to combustible surfaces shall meet the installation requirements from the manufacturer.

Code Origin: Sentence 9.22.10.2., Part 9, Division B

- 7) Combustion air supply: Combustion air must be supplied to the wood stove as per the manufacturer's installation instructions or an air test conforming to CAN/CGSB-51.71 is required.

Code Origin: Sentence 9.32.3.8., Part 9, Division B

- 8) Appliance Certification is required: All solid fuel appliances are required to be certified. An uncertified appliance will require a plan review from a Safety Codes Officer before issuing a permit.

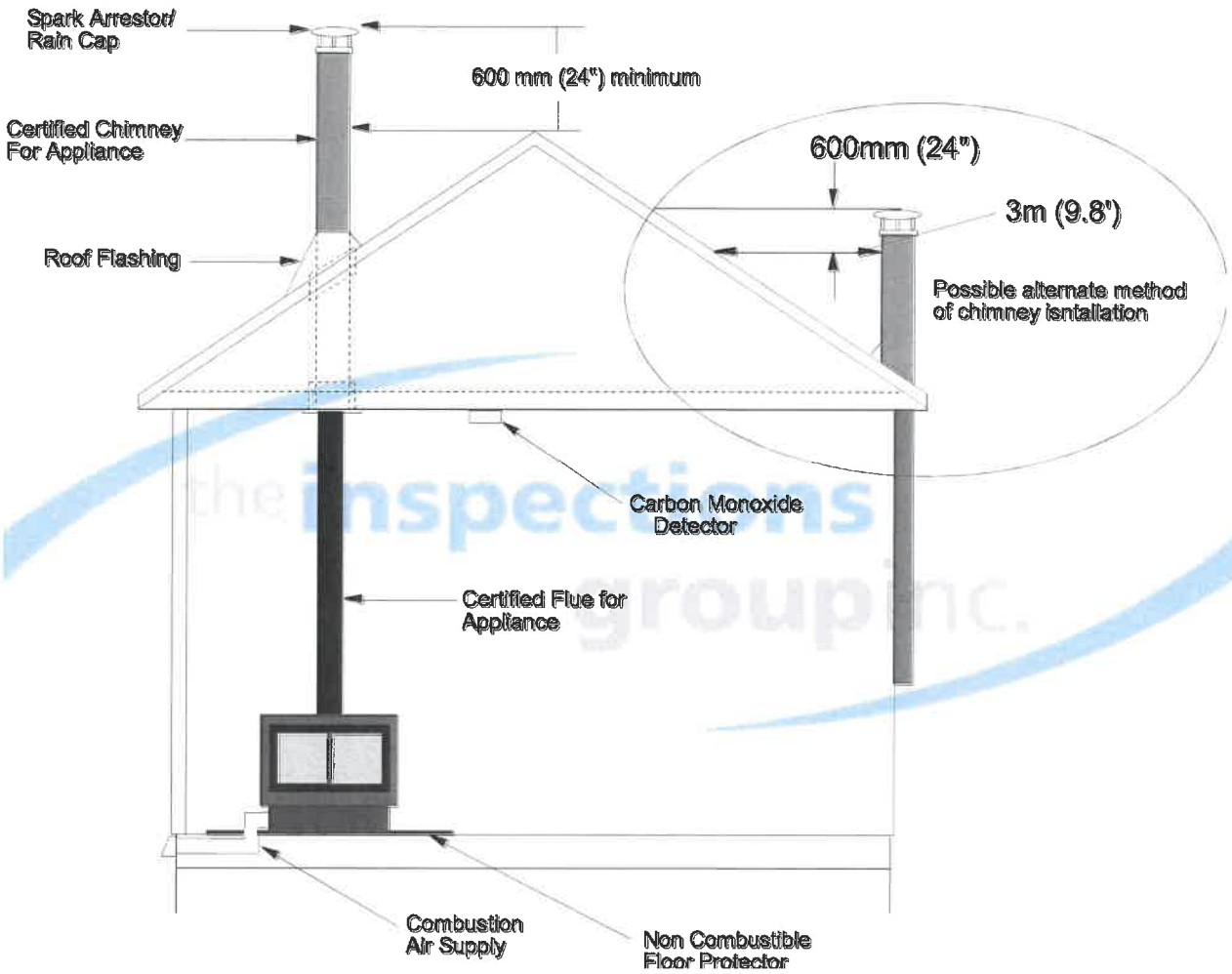
Code Origin: Sentence 9.33.5.3., Part 9, Division B

APPLIANCE SHALL BE INSTALLED TO THE MANUFACTURER'S INSTALLATION INSTRUCTIONS FOR ALL THE INSTALLATION COMPONENTS.

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Wood Stove Conditional Building Permit Requirements

TYPICAL ARRANGEMENT FOR A WOODSTOVE INSTALLATION



Proposed expedited permits:

We have begun to see other municipalities (for example: Edmonton & Spruce Grove) implement a process for minor building permits that utilize a standard plan review template for applications that meet specific criteria. The process allows them to issue minor building permits immediately without the review of a Safety Codes Officer. The standard plan review that goes with issuance would cover general items applicable to the scope of the minor permit. We are proposing to implement a similar process for building permits of the following types:

- Hot tubs & small above-ground pools
- Decks without roof cover
- Small Accessory Buildings that do not require engineering (sheds and small garages)

Content for Virtual Inspection Pilot:

Virtual inspections have become an acceptable industry practice with the onset of COVID. While COVID continues to be a separate issue, virtual inspections are now an acceptable practice within the industry. To date, we have not used any virtual inspections in our service delivery other than for temporary permission on projects with access limited for health reasons; until such time as site inspections can occur. The presence of virtual inspections in the industry may offer some opportunities to improve safety. We are looking for municipalities that would be interested in piloting a limited use of virtual inspections and we can provide an example of what this could look like upon request.

Fire Safety Plans:

We are being asked to ensure that fire safety plans are submitted with new building permit applications. We have a sample template attached as well.

We would like to discuss the possibility of changing to an electronic file return.

We are proposing to include in the fee schedule:

- 1) Extension fees of \$150.00 for an automatic 1 year extension (eliminates a lot of repeat small 1 month/3 month and 6 month extension requests)
- 2) Variance fees: \$120.00/hour



REQUEST FOR DECISION		DATE	August 25, 2022,	4.5
TOPIC	Trails Strategy – ‘What We’re Hearing’ Report			
PROPOSAL	<p><i>That Smoky Lake County</i></p> <ol style="list-style-type: none"> 1) <i>accept the Trails Strategy Public Participation Round 1 ‘What We’re Hearing Report’ as information, and</i> 2) <i>direct Administration to further engage with neighboring municipalities as well as the Province of Alberta, based in-part on the results of the Report, and</i> 3) <i>approve to proceed for a Second Round of Public Participation on a draft policy statement once it has been prepared and return to a future meeting of Committee.</i> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • Smoky Lake County has many dozens of kilometers of trails, ranging from lake subdivisions to Crown/Public lands, to road allowances (which are under the ‘direction and control’ of the municipality). • Trails have long-been a subject of discussion for Smoky Lake County Council, with community members regularly approaching the County on an ad-hoc basis, requesting work or improvements be done, or requesting certain trails be closed or regulated. • The ad-hoc nature of these requests often does a disservice to work-planning for Public Works, as well as for residents as there is sometimes conflict about the intended uses (walking vs. motorized) or design/standards/widths of the trails • Many of these trails have never been inspected or their data captured, which makes it difficult for the County to plan or budget for their maintenance or regulate their use. • Smoky Lake County Council gave First Reading to an Environmental Reserve (ER) Bylaw in September 2019. This bylaw proposed to regulate activities within the ER and establish ticket-able penalties. Because this proposed bylaw did not receive three readings within two years of First Reading, it has now expired. • ‘Accretion’ is an increase of land due to the accumulation of soil on the shoreline, or the lowering of water-levels of a lake. <ul style="list-style-type: none"> ○ Accretion can wax or wane relatively dramatically, and the exact to-of-bank can only be established by completing a new survey. • ‘Bed and Shore’ is land that is covered by water long enough to remove the vegetation, or land marked by a distinct margin in the vegetation or on the ground caused by the presence of water. <ul style="list-style-type: none"> ○ Bed and Shore is legally vested in the Province of Alberta. However, due to accretion, ‘at-law’, portions of the bed and shore are likely extensions of the Environmental Reserve, wherever ER does exist. (<i>Seminar advice from Brownlee LLP</i>). • Bill 79, the Alberta Trails Act: The Government of Alberta has introduced new legislation which would allow municipalities or trail groups (such as, for example, Trail 			

Twisters) to adopt a trail management plan, and become designated as a 'trail manager' for trails on Crown or Public Lands.

County Council Meeting
June 24, 2021

14740

County Trail Inventory

953-21: Halisky That Smoky Lake County create an inventory of all trails located on Municipal Reserve, Environmental Reserve or on County Lands, and bring back the information for discussion at a future meeting of Council.

Carried.

- For the purposes of addressing **Motion 953-21**, Administration has *focused* on lake subdivisions, where the majority of highest-use trails exist, but is not ignoring other trails for example on Crown Lands.
 - The GIS Department has established a new layer in Munisite, which will eventually host trail data.
 - The Planning and Development Department visited lake sites (Hanmore, Mons, Bonnie, Garner, and Whitefish) on August 31 and September 16, 2021.
 - Data from these site visits have been captured digitally, and by hand which is also being digitized to allow for better consideration, though more work is still required.
- Administration has also undertaken a jurisdictional scan, looking at municipalities that undertake trail planning and management through policy such as Strathcona County.
- Some general observations may be made in relation to the many trails having been identified:
 - Many trails are in parallel with one another, following along the shore.
 - There are disparities in the state or condition of many of these trails, with some clearly being damaged or torn-up by motorized vehicles.
 - The majority of trails are legally located within the 'bed and shore'.
 - There has been significant vegetation clearing, both in the Environmental Reserves (ER) and the bed and shore.
- The proposed level of participation for Round 1, is deemed to be:
 - Level 2 – Consult: "To keep the public informed, listen to and acknowledge concerns and aspirations. Consult simply means to ask for the public's opinions and consider any input received."
 - Goal: When feedback/ input is required from public in a specific program area, analysis, or initiative.

ATTACHMENTS

- Trails Strategy: 'What We're Hearing' Report – © Attachment 1.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

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

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

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

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

Alberta *Municipal Government Act*
Alberta *Trails Act*

BENEFITS

- Public Participation will provide valuable insight as to how people want to see trails managed.
- Improvement and revising of draft trail maps created in fall 2021

DISADVANTAGES

- Staff time

ALTERNATIVES

- Defer a Decision
- Decline proceeding to consider a Trails Strategy Policy Statement

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____

Capital Costs: _____

Budget Available: _____

Source of Funds: **P&D** _____

Budgeted Costs: _____

Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

- Engagement with Alberta Environment and Parks (AEP)

COMMUNICATION STRATEGY

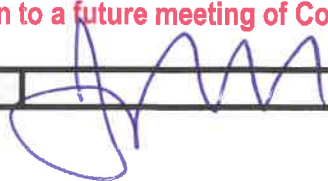
- Social Media
- Web

RECOMMENDATION

That Smoky Lake County

- 1) **accept the Trails Strategy Public Participation Round 1 'What We're Hearing Report' as information, and**
- 2) **direct Administration to further engage with neighboring municipalities as well as the Province of Alberta, based in-part on the results of the Report, and**
- 3) **approve to proceed for a Second Round of Public Participation on a draft policy statement once it has been prepared and return to a future meeting of Committee.**

CHIEF ADMINISTRATIVE OFFICER





'WHAT WE'RE HEARING' **REPORT** Engagement Round 1 of 2

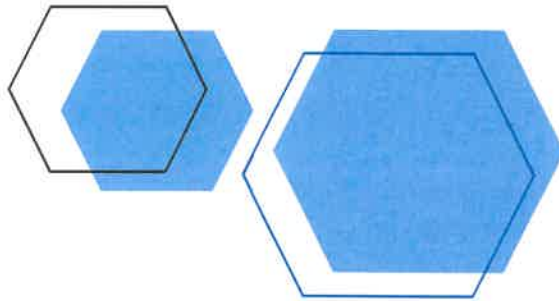
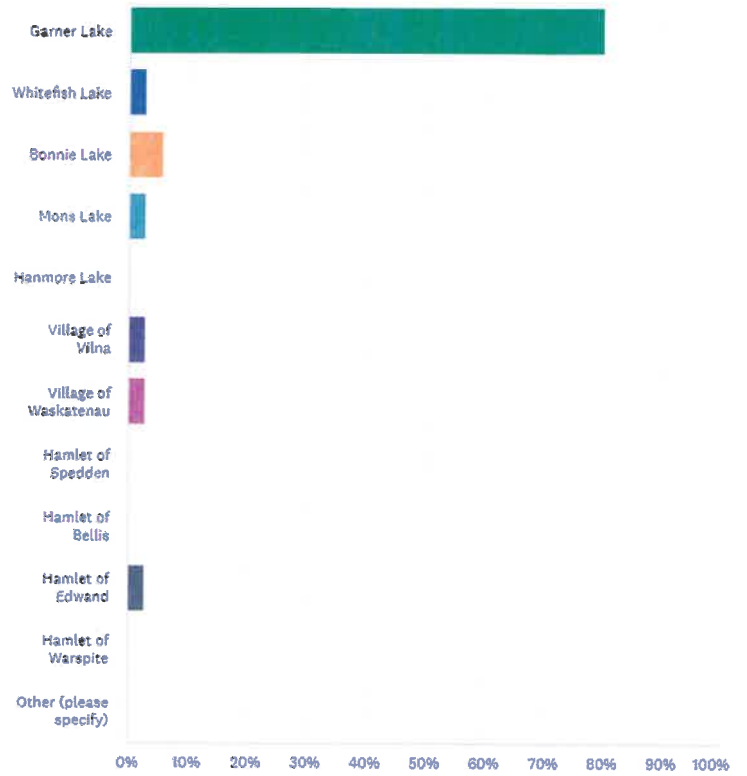
As an initial round of engagement during this project, Smoky Lake County is seeking to better understand resident's relationship with their community trails, especially at lake subdivisions. This report represents a summary of those findings.

The two virtual open houses and online survey were advertised online on social media, in newsprint, on posters, and in gas bill inserts. This yielded 35 answers.



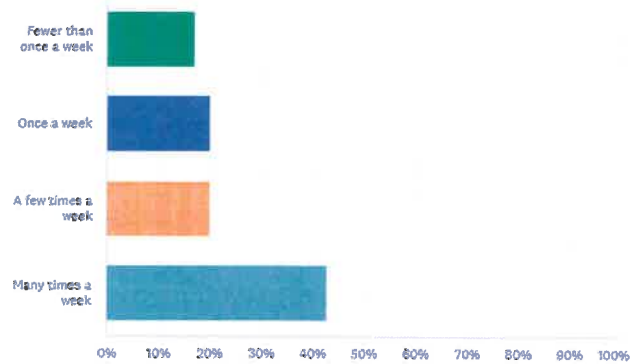
At which lake or other community do you reside?

Answered: 35 Skipped: 0



On Average, how often do you utilize community trails during summer?

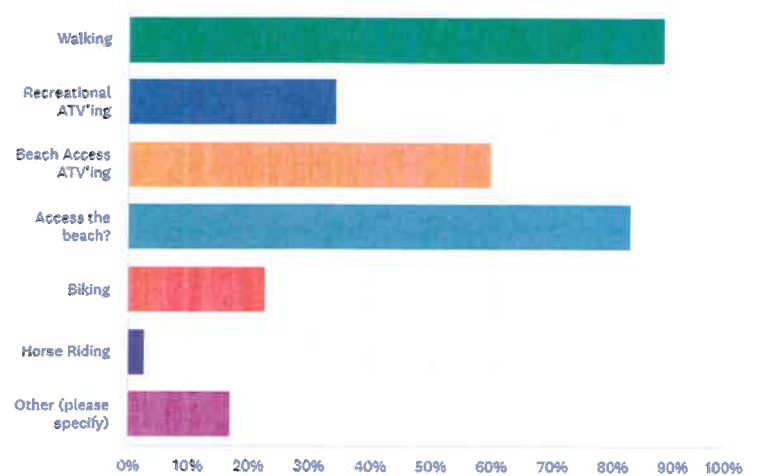
Answered: 35 Skipped: 0





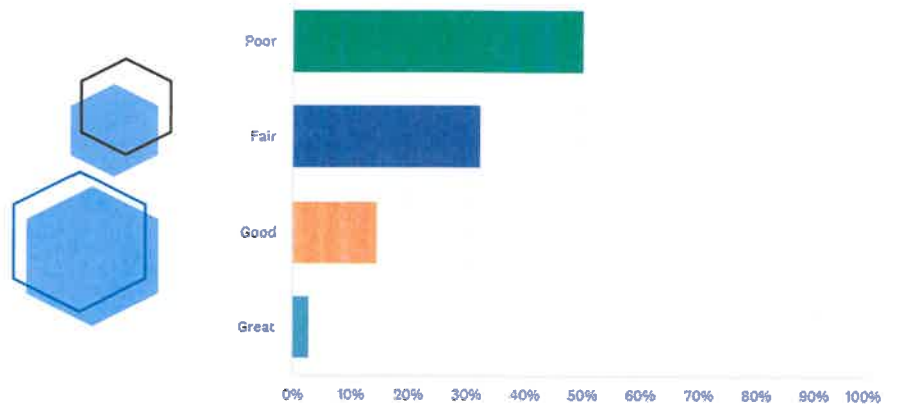
What mode of use? (check all that apply)

Answered: 35 Skipped: 0



How do you rate trail conditions in your area?

Answered: 34 Skipped: 1



If you have trail condition concerns, state the nature and location

Answered: 27 Skipped: 8

- *They were damaged last year by the county and there are open areas and rough areas with roots and stumps sticking up. Many of the damaged trees were not removed or protected with arbor tape. There is so much cleaning up of the branches and bark to be done.*
- *The trails are very bumpy and there is not one good trail to go down to the lake that isn't super steep. On days when it is raining we get stuck and can't get up the hill.*
- *We need to extend the existing trail to go along the entire length of the ER adjacent to the Lakeshore. Front lot owners have taken over the er in front of their lots with and one person has placed large*



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boulders on the county Er high water mark and built their own boat launch

- *there are some really nice trails in the Provincial park*
- *All trails need upgrading and need to be developed for access in Birchland.*
- *Not always kept up with mowing or snow removal*
- *Can't find any trails around Vilna. Iron Horse seems taken over by machines.*
- *Most of the trails are too steep for safe travel with Atv's. Many trails have been hidden by home owners therefore are not utilized. Eg. on 7th st. & on 5th st. As well as others.*
- *5th street beach trail has barricades*
- *What's with the pile of crap metal blocking the path along the tree line*
- *it is constantly wet due to an underground spring.*
- *Birchland trails -non-designated/trees being ruined by Quadders along beach areas/erosion of soil with mud bogs in some areas occurring*
- *Many trails have not been developed to allow the community to have access to the beach.*
- *When it rains it becomes one BIG mud trail.*
- *The trial between 8th & 9th has been open to the road!. This is dangerous and the access to the road should be closed. Due to heavy use of the trail when it rains we cannot us it due to the deep mud.*
- *Open to the road, dangerous we want the road entrance closed like all the other trails, traffic is high and easy for robbery*
- *Trail between 8 street and 9 street is unsafe and it is only a matter of time before a disaster happens. The county is put on notice!!! 9 street*
- *The shore walking trail is awful. The ATV's have created a muddy mess. You can not walk along the shore without worry you will break a leg*
- *Trail widths are too narrow- access off 7th to beach access*

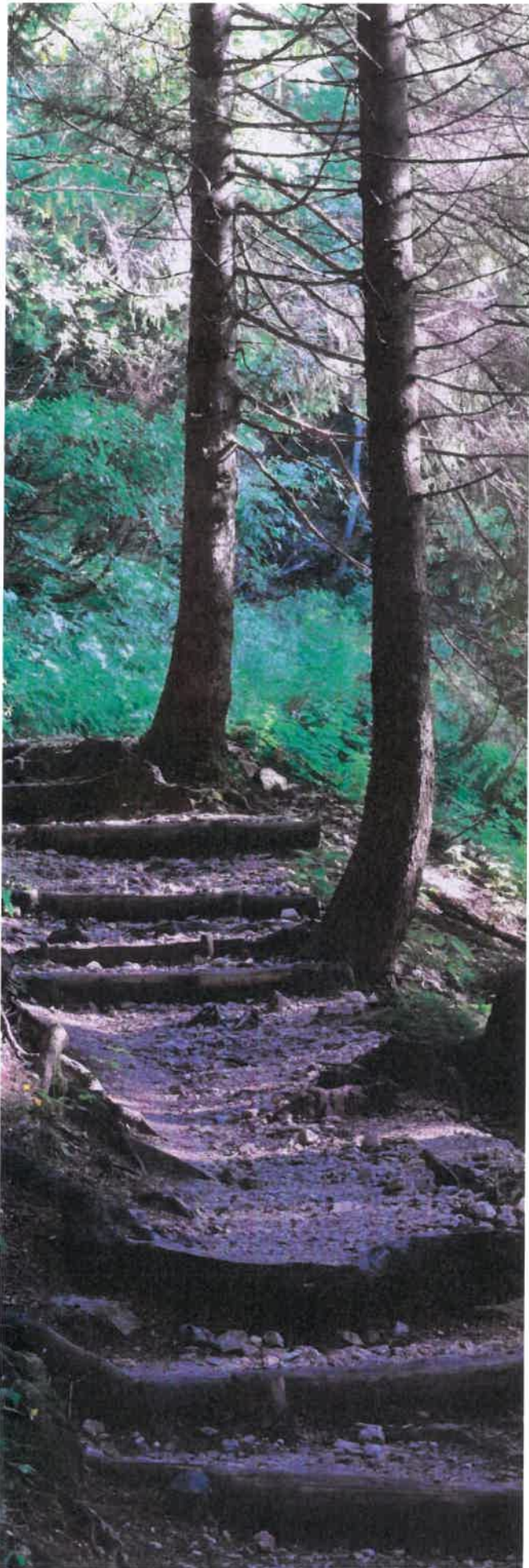


- *Where the trails pass through wet areas the trails are deeply rutted making it difficult to walk the trails and it forces ATV users to break new trails.*
- *Very muddy at times....zero trail care*
- *none at this time*
- *Safety concern. There should be no vehicle traffic from trails to Birchland Drive Every street in the Birchland Resort has or should have a trail to the beach area and access to Birchland Drive is not required. I have personally witnessed several near misses and I am sure a serious injury will take place*
- *Steep slippery hill*
- *Trail between 2nd and 3rd st. Also there is supposed to be access from 3rd st and there isn't.*
- *Ruts, beavers on various*
- *As mentioned in several occasions walking paths along the treeline, high water mark, neighbours have blocked off with old wood, docks, boat lifts, and junk. Making this dangerous and oaths not accessible. 2+ years ago this was supposed be addressed and taken care of by the county. Before passing a bylaw, maybe address the co verbs that were never acknowledged or action taken back then. Someone is goi g to get hurt.*

Are there any specific barriers or reasons why you don't use trails more?

Answered: 26 Skipped: 9

- *No*
- *There isn't a good trail that isn't too steep to use.*
- *The county has barricaded the trail on the top and bottom of the road allowance which has made the existing trail that was pushed by a county cat grow in*
- *usually walk on the road*
- *Most trails are not accessible therefore the 7th street trail is overused.*
- *I have a bike trailer for the kids and I am not away of any paved pathway as pulling it on gravel or grass is difficult*
- *They don't exist.*



- *Yes. One lake front home owner has put up dangerous barricades.*
- *Steel structures around 5th street beach trail are very hazardous*
- *Other in front of the places on Fifth street beach area there should be no need for that*
- *Fear of my children and grandchildren being hit by an ATV or a motorcycle*
- *As many trails have not been developed, there are trees, rocks and steep hills preventing people from using these trails.*
- *A lot of cabins have no trail so they use ours.*
- *Yes, the county never did any work on any trails so some trails have steep hills, rocks, trees that make it difficult to use and access the beach.*
- *No*
- *too much atv speeding around every turn.*
- *N/A*
- *There are physical barriers placed across the trails by cottage owners to prevent ATV's from using the trails. This also presents a hindrance to pedestrian usage of the trails.*
- *Mud*
- *we are summer residents, so use trails on weekends and when on vacation at Birchland*
- *Trail between 9th and 10th street can not be used during wet conditions due to a steep slope and a clay base*
- *No*
- *2nd st access is very steep.*
- *Some downed trees etc.*
- *Sometimes the conditions preclude it*
- *Yes, see above residents blocking public land with junk*



Do you have any specific safety concerns to make us aware of? (Note, for urgent matters, call 780-656-3730 or 911 in the case of emergency). Answered: 23 Skipped: 12

- *Will they respond? I sent emails to the COO, Gene S. and nothing was done*
- *if there are groomed trails weaving in and out the quads and snowmobiles will be traveling at high speeds and wipe out a person out for a stroll. Then who do you call?*
- *7th street and trails off 7th street is heavily used by ATV's and dirt bikes.*
- *No*
- *Walkers and drivers on same trail dangerous.*
- *Many young children riding ATVs*
- *The barricades cabin owners put up*
- *N/A*
- *We must cross the walking trail to get to our beach and have had many close encounters with ATV riders*
- *Yes. The trail between 8th & 9th has been opened to the road. There have been many occasions where a collision nearly occurred between an ATV/dirt bike exiting the trail and nearly hitting a vehicle driving down Birchland road.*
- *Yes the trail between 8 th and 9 th should NOT have access to Birchland Drive. This is an MAJOR ACCIDENT waiting to happen.*
- *Yes, When people are on ATV's are coming from the beach jump up onto the road and vehicles driving on Birchland road cannot see them, so we have had many close calls. This could result in a major accident.*
- *Dangerous*

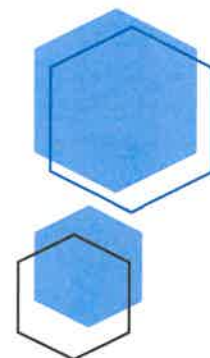
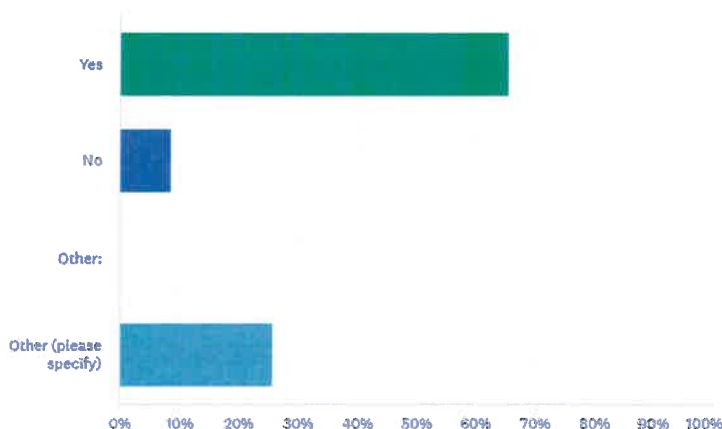


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- Refer to #5 above.
- The drunk drivers, Children under age driving along the shore unsupervised. e. Unsupervised children riding machines they are not licenend
- N/A
- There is a safety issue stemming from the anger and threats of cottagers against ATV users on the trails.
- No
- none
- The issue regarding the trail on 8 street has been brought to year attention numerous times and no action has ever been taken Beach trail has been blocked in several places Especially near 5th street
- No
- 2nd street access is very steep for my parents and young children.
- See above definite safety measures. As mentioned 2 + years ago

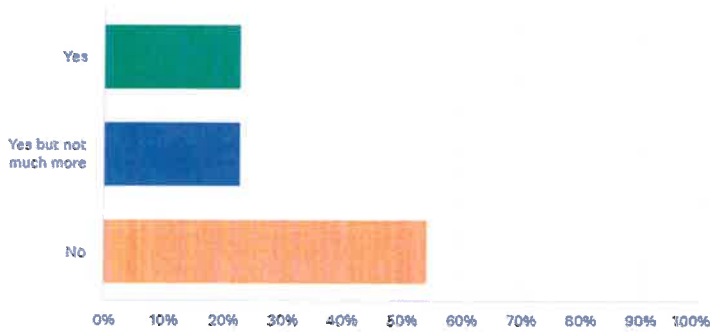
The County receives many trail maintenance service requests on an annual basis. A Trails Strategy Policy Statement could help guide future management of trails. Should Smoky Lake County seek to manage existing trails including enforcement, classification, scheduled maintenance, and established service levels?

Answered: 35 Skipped: 0



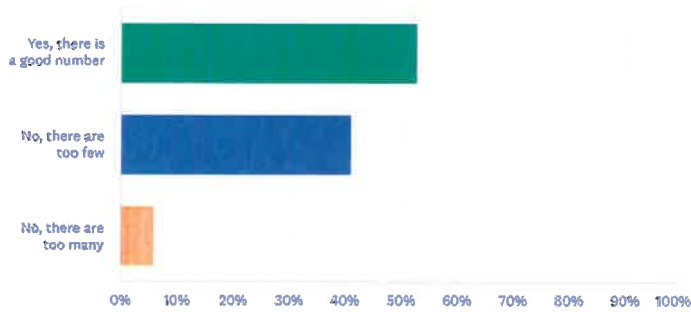
Are you be willing to pay more tax for increased service levels and maintenance?

Answered: 35 Skipped: 0



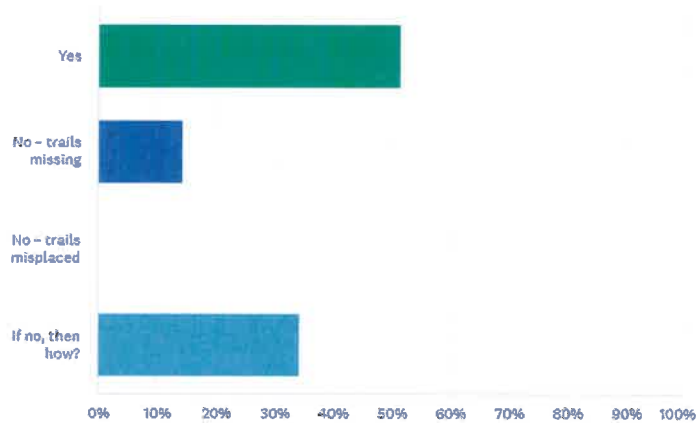
Are you satisfied with the number of trails? Should there be more or fewer?

Answered: 34 Skipped: 1



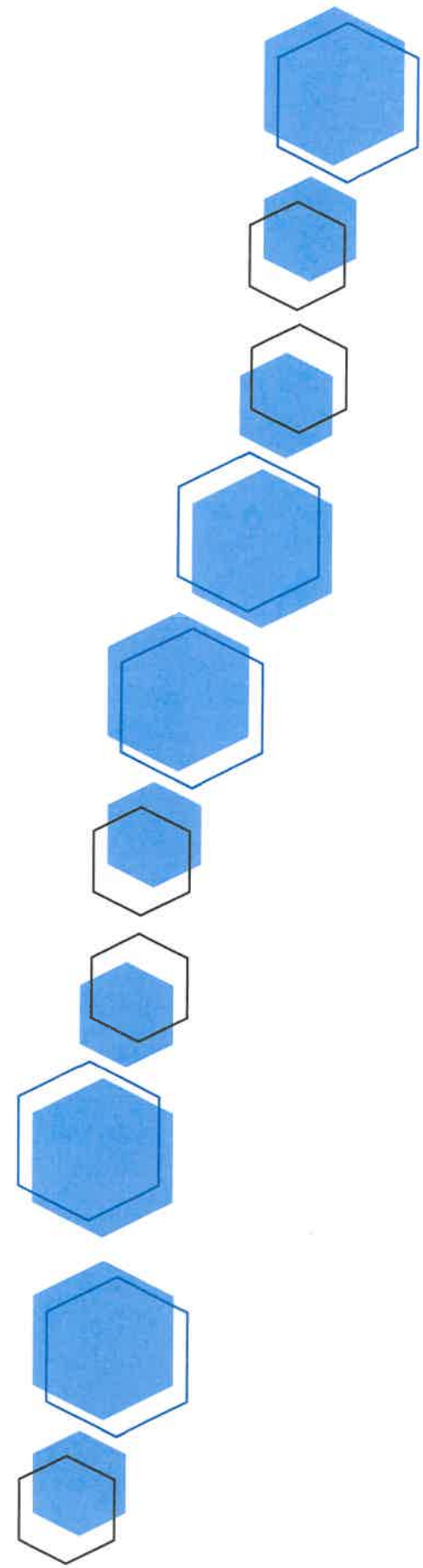
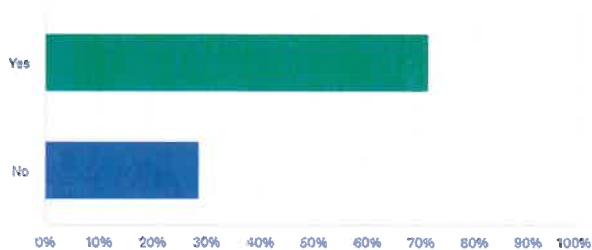
Do the draft trail maps accurately reflect reality?

Answered: 35 Skipped: 0



Are you aware that some trails are within Municipal Lands, and others are within the bed and shore, meaning under the jurisdiction of the Province of Alberta?

Answered: 35 Skipped: 0



Are there any locations that you would like to see a trail established?

Answered: 26 Skipped: 9

- *Not by the county. They just drive through and destroy nests, dens, trees, and the path.*
- *Yes on the ER along the Lakeshore Ang along the edges of the subdivision in a ring*
- *no there are some real nice trails in the provincial park at Garner lake for walking and they are seldom used other than a few months of the year*
- *the existing trails need to be opened and accessible*
- *A bike path along the north Saskatchewan*
- *Vilna. Stry.*
- *Yes. All that are supposed to be available for back lots to access the beach. The trail between 5th & 7th st. is being used by many streets as it was widened by you and now it is as busy as a highway on weekends.*
- *All adjacent crown / municipal land*
- *No*
- *Nope*
- *No*
- *Along the main road for quaders so Iron Horse trail can be more easily accessed*
- *Yes. Excluding 8th & 9th, no other street has trails developed for access to the beach. This has caused a high traffic trail for 8th and 9th, which is not fair for the residence who back on to this trail. Also, 8th & 9th should not have open access to Birchland drive.*
- *Yes as shown on your map. Many cabins do not have access to the lake and a lot of them use the trail between 8 and 9 to access the lake. This makes that trail a HIGH TRAFFIC TRAIL. Not fair to the cabins that back onto that trail.*
- *Yes, R18 (1st to about to 5th street)R13 needs trail access to the beach. Between 7 & 8th needs more work (widen).Behind 10th street there is no trail and cabin owners backing onto it need access to the beach.*
- *No*
- *No*
- *No trails on the bed and shore for any motorized vehicle*
- *no*
- *At Birchland Resort there should be a built-up trail along the bottom of the escarpment that parallels the shore. The trail should be used as a walking path as well ATV access for dock installation and removal. I would also support ATV recreational use provided that speeds are limited to 10km/hr.*
- *No*
- *none*

- *No new trails.... Maintain current trails and open blocked trails for everyone not just a selected few people*
- *No*
- *3rd street to lake*
- *Perhaps*



Are there any other comments you'd like to contribute to this engagement?

Answered: 24 Skipped: 11

- *If there is no enforcement, then nothing is needed.*
- *Trail between 2nd and 3rd street. There should be a path but the residents created their driveway in the way so we can't access it.*
- *The county should do more at Hillside Acres. The subdivision is now 20 years old and there isn't any playground but you budget for a playground at Hanmore Lake Eastside. That is lease from the government of Alberta and you don't have any rate payers there. How long are you going to ignore the ratepayers at Hillside Acres.*
- *This would be a waste of tax dollars and an unreal expectation that the county would be able to maintain the trails let alone enforce the use of motorized vehicles on any new trails that would be developed through this type of plan. I thought that the environmental concern was to return the lands to their natural state for the wildlife and water foul. This plan would be the total opposite in my opinion.*
- *Would like to see some law enforcement presence on weekends (especially the long weekends).*
- *No*
- *Have never heard of any walking trails anywhere in this county. If you have them, let us know. Having a prescription to walk for my health, I must walk year round. Many elderly people can extend good health by years or even decades when they can walk regularly year round on safe trails.*
- *Is something actually going to come of this survey or will it fall to the wayside like the last survey? I think lake lot owners taxes are very high for the services we receive which are basically "nothing".*
- *We mainly use trails in Garner Lake Prov. Park. Would be nice to have a more complete trail around the waterfront of Garner Lake.*
- *Someone will get Injured law suits will be made if the owners of the steel structures do not remove them off the trail*

- *Nope*
- *We would like to see ATV's banned from any trail on or near the established lake shore. Signs should be posted to this effect.*
- *The trail between 8th & 9th MUST have it's access CLOSED to Birchland road. The entire community uses this trail, creating high level traffic which has become a major safety concern for pedestrians and vehicles who pass by.*
- *YES CLOSE THE ACCESS TO THE TRAIL BETWEEN 8 and 9 from BIRCHLAND DRIVE.*
- *We have a major safety concern for the trail between 8th and 9th, as well as the road access needs to be closed! This trail has had increased traffic (ATV's & Dirt bikes) from other subdivision's and the campground. Therefore, this has made it unsafe for walking and kids playing in yards that back on onto this trail.*
- *There is no follow through after surveys. Mostly a waste of time and money.*
- *It is about time the county puts our environment a priority before we have no lakes and streams left in LAKELAND*
- *Trail use is vital for accessing beach. The majority of trail users are respectful and understand the importance of minimal impact to environmentally sensitive areas (including shoreline). Signage and clear marker access will encourage people to stay on designated areas.*
- *This trail strategy is long overdue!!*
- *No*
- *Would just like existing bylaws enforced re no atv's on the beach.*
- *Not at this time*
- *I'm glad this is being looked at.*
- *See all above comments, please look at letters submitted previously, meeting minutes, dangers, etc.*



CONCLUSION

TOWARD A TRAILS STRATEGY FOR SMOKY LAKE COUNTY

The management and jurisdiction of community trails located on Environmental and Municipal Reserve (ER/MR) are complicated. In order for any strategy to be successful, the County will need to partner with local community associations, adjacent municipalities, and the Province of Alberta.

- The new Alberta *Trails Act* is not directly applicable to lake trails but may be relevant to other snowmobile and OHV trails on Crown Lands within Smoky Lake County. Engaging Alberta Environment and Parks (AEP) at a Director-level (and the MLA) is a logical next-step.
- The draft trail maps are undoubtedly imperfect, but they *do* begin to convey a sense of scale and scope which previously had been data unavailable to Smoky Lake County Council.
- The more than 30 respondents of Round 1 Engagement have indicated some key concerns and focus areas which will be important for the County to address.

The next step of this project will be to bring a draft policy statement to committee for discussion before undertaking a second round of engagement and consideration of adopting the same as a plan for the future management of lake and other trails in Smoky Lake County. Administration aims to do this in Fall 2022.



Appendix A (Emails)

Kyle Schole

From: Deb Williams [REDACTED]
Sent: May 20, 2022 4:01 PM
To: Kyle Schole
Subject: Re: Survey and upcoming zoom

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Thanks Kyle for your quick reply! Have a nice long weekend too!

Sent from my iPad

On May 20, 2022, at 3:41 PM, Kyle Schole <kschole@smokylakecounty.ab.ca> wrote:

Deb,

Thanks for sharing your disappointment, and I apologize that you weren't included on the initial email sent out. As you might expect, we're taking a multi-pronged approach, and several waves of notifications are being sent out, so you would have certainly been receiving one of those very shortly.

In terms of the maps, the different colors are simply intended to help with visibility. This is the same reason whatever information was or was not included per your comments above.

Rest assured that your comments above will be captured in our report to Council.

Finally, yes, it is our aim to have a second round of engagement in August or September.

Thanks for your feedback and have a lovely long weekend.

-KMS

[Get Outlook for Android](#)

From: Deb Williams [REDACTED]
Sent: Friday, May 20, 2022 3:28:34 PM
To: kschole@smokylakecounty.ab.ca <kschole@smokylakecounty.ab.ca>
Cc: [REDACTED]
Subject: Survey and upcoming zoom

Hi Kyle,

I noticed that the survey came out. I was disappointed that I did not get an email for it, being that I brought Birchland resort trails to your attention. We have had numerous communications with you and you mentioned that you would keep me informed. We discovered the survey from a Facebook post by Lori Brown.

On the trail map in the survey it shows colours of trails. There should have been a legend to indicate what the colours mean. Why doesn't the map for Birchland resort include the street numbers? It was very confusing to find our street on this map.

We also noticed on the map for Birchland resort map, the trail between 8 & 9th is the only trail open to the road. As a note: this is why we need this access closed to the roads as people are using it as a freeway.

I will be away the middle of June, so will be missing the June 14th meeting and will have to connect on the June 16th zoom meeting.

If the Fall meeting could be in September or October instead of November, that would be preferable as we will be away in mid November. I know there are many people in this meeting, but we would like to be involved in the decision making process.

We have completed the survey and looking forward to more engagement on this topic.

Here is my information so I can be included on the emails...

Thank you!

Deb & Ron Williams

Deb's email: [REDACTED]

Ron's email [REDACTED]

Deb & Ron's lake phone number: [REDACTED]

[REDACTED] Birchland resort

May 20th/22

I've connected with Andrew of ATCO (780-656-5285) who provided guidance for best practices in terms of trails placement. They request:

- At least 1m back from poles for low-speed non-vehicle users, and
- At least 5m setback from high-speed vehicle users.

[REDACTED]

[REDACTED]

Best Regards,



Kyle Schole

Planning, Development, & Heritage Assistant

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

c: 780-650-2059 / w: www.smokylakecounty.ab.ca

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

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Located on Treaty 6 Territory and Homeland of the Métis Nation

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Kyle Schole

From: Hans [REDACTED]
Sent: July 11, 2021 11:04 PM
To: Kyle Schole
Subject: Re: Trail on 8th and 9th and the traffic problem.

Thank you for your email Kyle. I'm glad to see some action regarding the trails at Birchland Resort. It really hasn't affected us that much but the present conditions and policies have created some bitter feelings among residents in the resort. I can see why the trail on 8th and 9th has created some bad feelings since it is being used by residents ranging from street 2 to 10. The trails are there to be enjoyed by all residents yet some trails are not accessible to everyone and if they are you are made aware that you are not welcome. The trail between Street 7 and 8 is pleasant to walk on yet there is a sign on the lake side No Exit and is not cleared 20 feet from Birchland Drive. This in effect makes it a private trail.

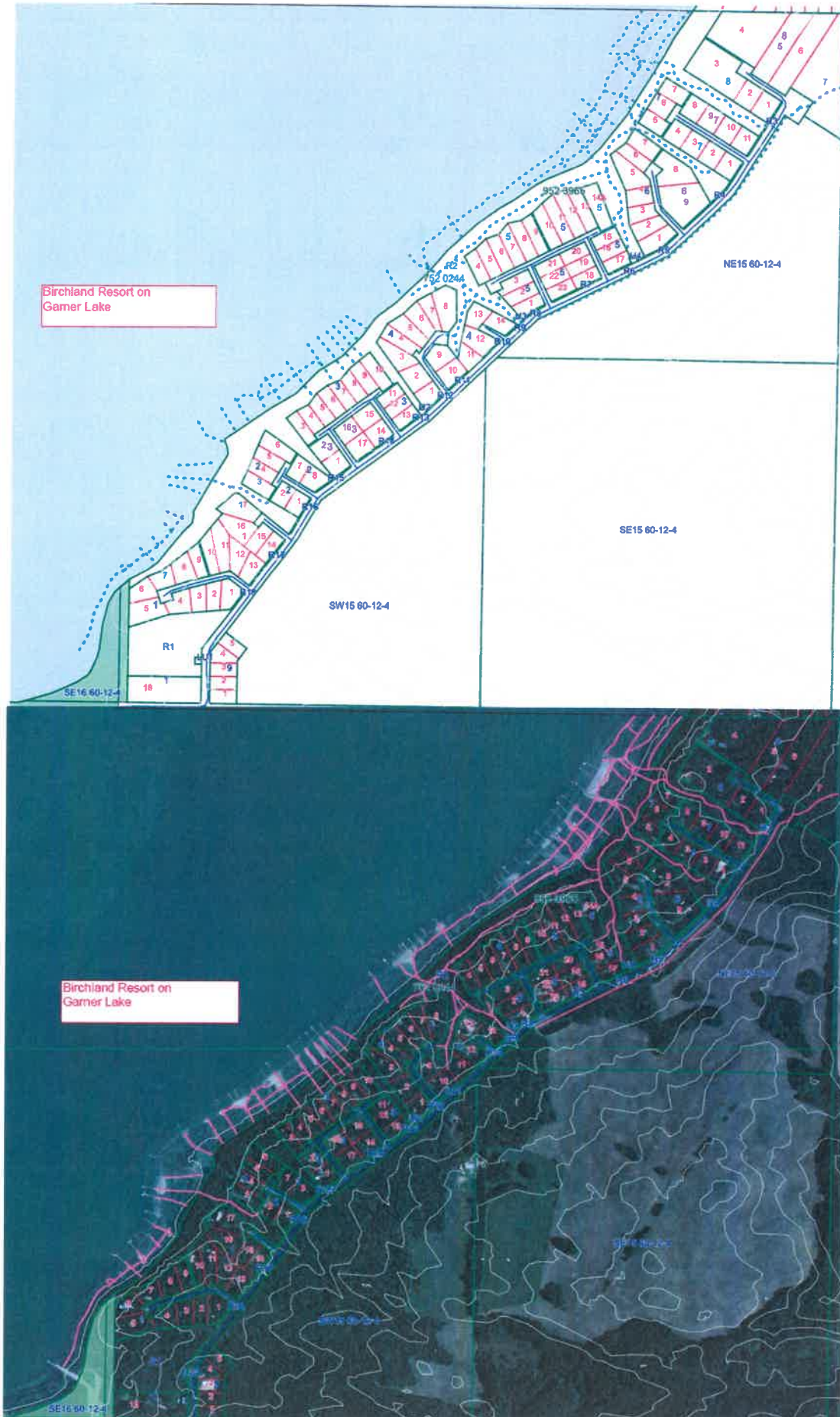
Like I stated earlier this has not affected us to any great extent but we are rather sad to see conflict in our community.

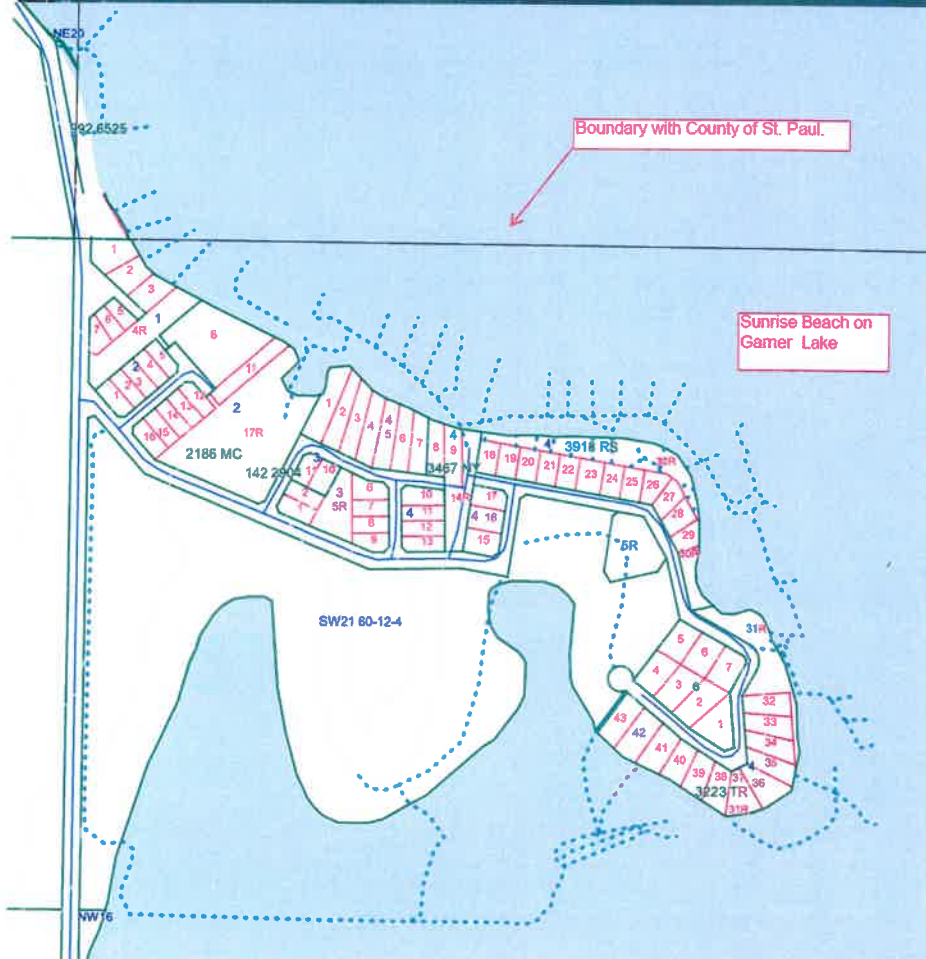
Now I have a question for you not related to the above. What is the policy regarding cutting down dead trees on county property? We have four large dead black poplar trees just off our property line which are likely to fall in the near future. We have been lucky up to now since a few trees have fallen during thunderstorms but they have always fallen away from the cabin and garage

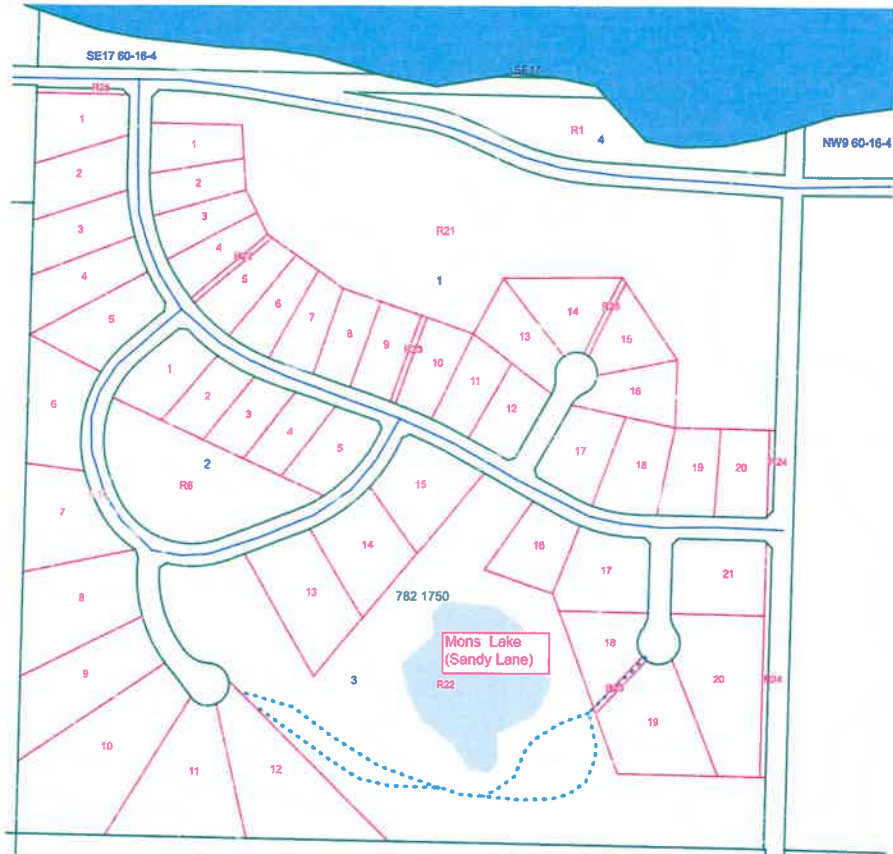
Hans

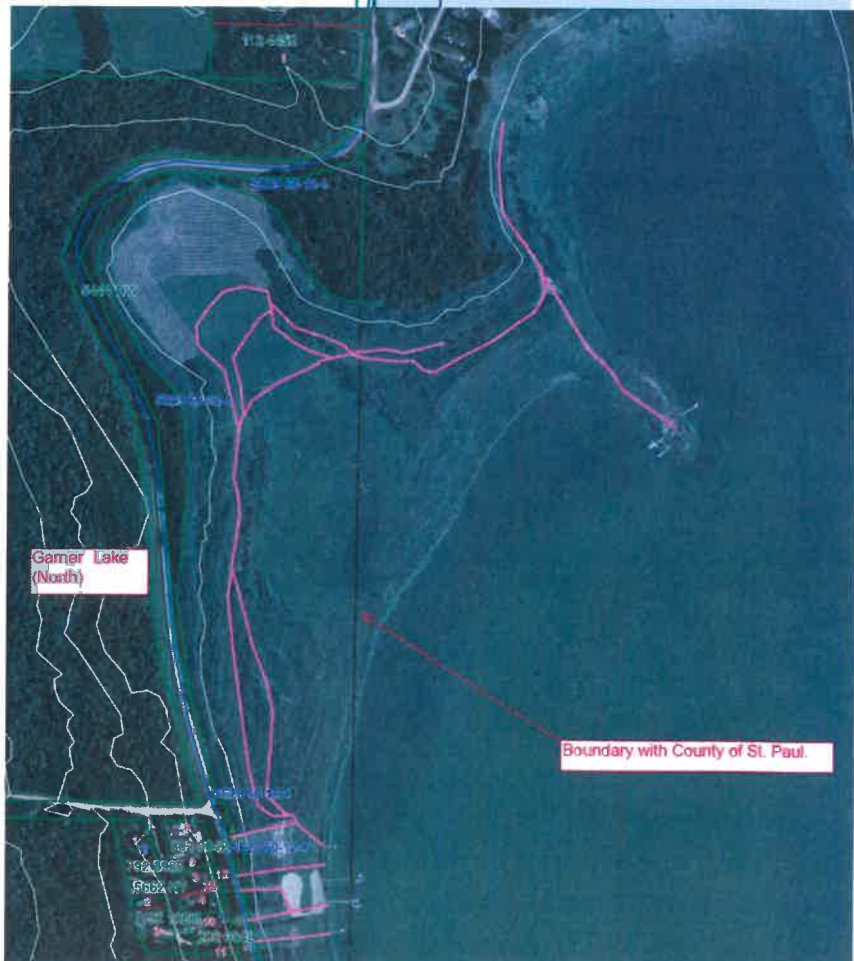
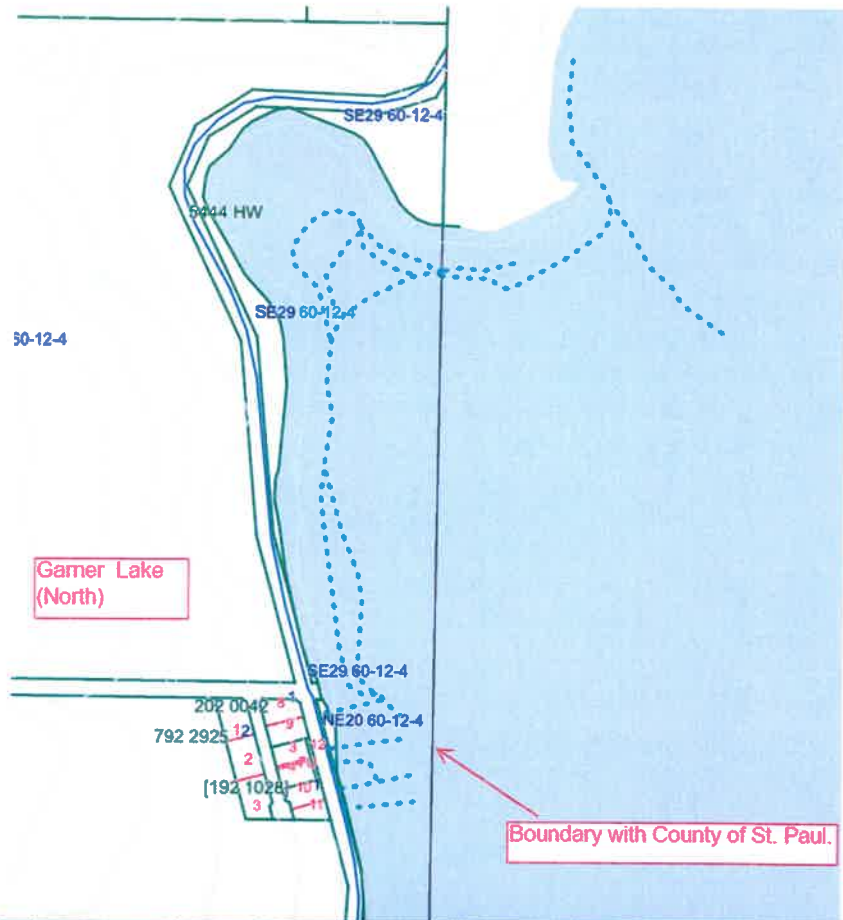
> On Jul 9, 2021, at 2:32 PM, Kyle Schole <kschole@smokylakecounty.ab.ca> wrote:
>
> Deb and Ron,
>
> Thanks for your extensive phone-call with myself this morning, your call to Doug, and thirdly this follow-up email.
>
> You and I talked extensively this morning regarding the multi-faceted realities of these trails, the steps the County has already taken, and those we will be taking. The County is not interested in playing whack-a-mole, and has determined to undertake a trails strategy including an inventory of existing trails in order to take a full look and fairly and cost effectively address trails issues such as safety and nuisance across the lake subdivisions. We have already begun looking at best practices in other municipalities such as Strathcona County, and the River Valley Alliance (RVA) in order to formulate an overarching trails strategy framework. This work will unfold as possible in the next month or two.
>
> To re-confirm the information for you, and for the first time for those you've cc'd, I'm enclosing Jordan's response to you from Wednesday this week as an outcome from your delegation appearance at the June 24 County Council Meeting. I have also saved/captured this correspondence to the trails strategy project folder, and have cc'd Council in this reply to you for their information.
>
> Best Regards,
>
> Kyle Schole
> -----Original Message-----
> From: Professional Dental Ceramics [REDACTED]
> Sent: July 9, 2021 2:16 PM
> To: Kyle Schole <kschole@smokylakecounty.ab.ca> [REDACTED]
> [REDACTED]
> Subject: Trail on 8th and 9th and the traffic problem.
>
> Hi Kyle,
>
> Thank you for taking my call today I really appreciate it! Thank you for the load of Gravel, and working on the 9th street trail to fix the problem we have with the rain collecting in spots. As you know we did want the trail to be fixed but please see below:
>
> Now unfortunately, we have a major problem we addressed with you regarding and high traffic volume. Please note that the developer planned for all the trails to be used by the owners that back onto them and some of them are only partially open, so they using 8/9th trail. This follows up with the phone call I just had with Doug.
> In talking with Doug he said they are not going to be working on any more trails.
> So now what we have to deal with is the high volume freeway of all the other streets that won't use their own trails and believe me, they don't care.
> We all have grandchildren that we worry about, they are small and at risk.
> I'm speaking for the others owners that back onto this trail (8-9th) and we all very upset so now we need your help to close this trail from the road. Check back into the archives and you will see that this trail was never meant to be open.
> Please take this at face value that this problem will only get worse if not handled.
> I know you mentioned there are upcoming meetings and all of us are looking forward to attending. We will also will be looking for the emails and please include Ron's at [REDACTED] and please CC all of the contacts in this email.
>
> Sincerely
> Deb and Ron Williams

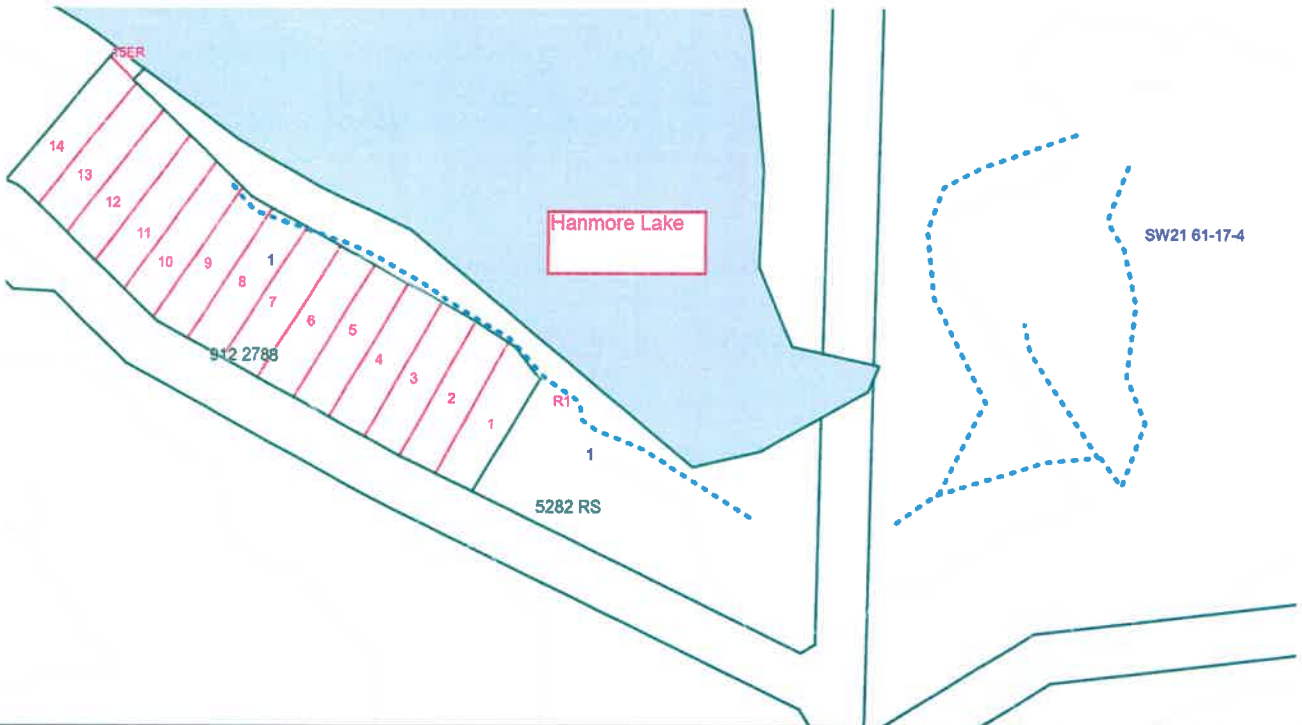
Appendix B (Draft Trail Maps)

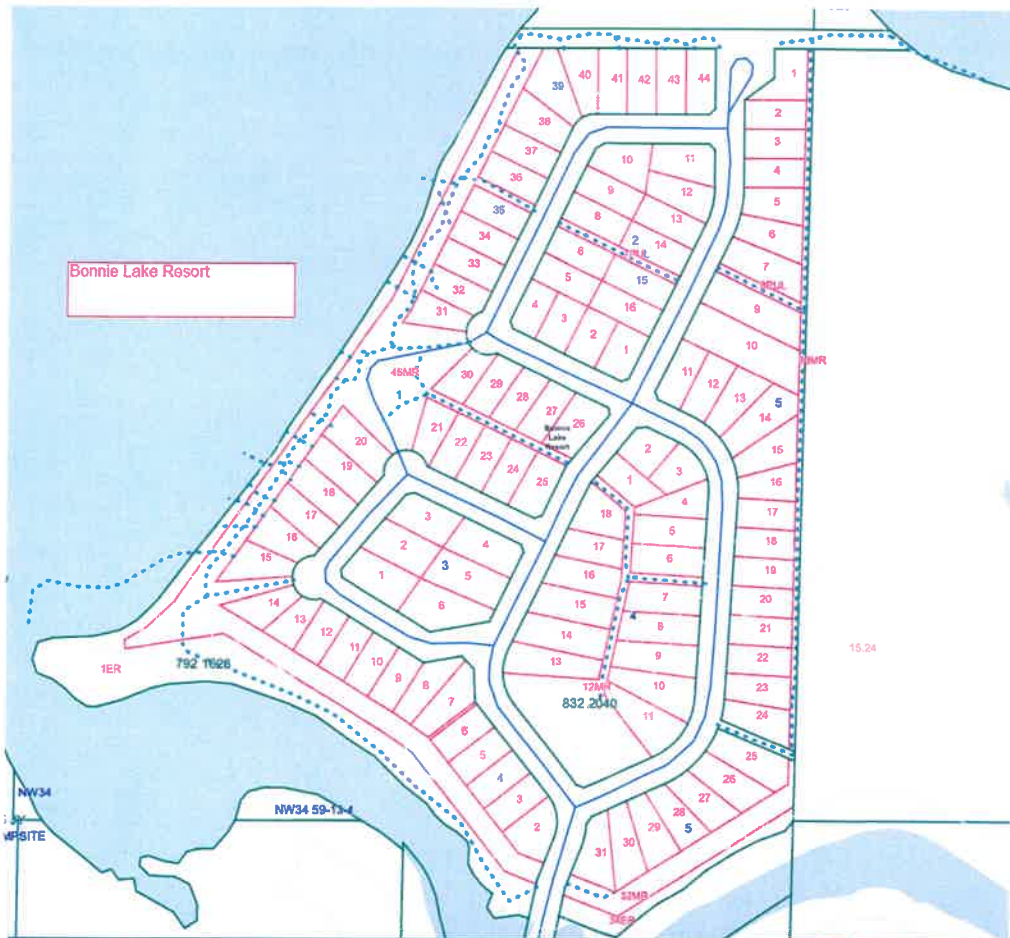






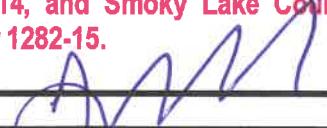








REQUEST FOR DECISION		DATE	August 25, 2022,	4.6
TOPIC	<p>Proposed Bylaw 1419-22: Amending Smoky Lake County Land Use Bylaw 1272-14, Rezoning certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District.</p>			
PROPOSAL	<p><i>That Smoky Lake County give First Reading to Bylaw 1419-22, and schedule a Public Hearing in October 2022, in accordance with the requirements of the Alberta Municipal Government Act, the Smoky Lake County Land Use Bylaw 1272-14, and Smoky Lake County Procedures for Public Hearings for Planning and Development Bylaw 1282-15.</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • In 2014, Smoky Lake County adopted its current Land Use Bylaw 1272-14. Since then, it has been amended ten (10) times. • The proposed bylaw contemplates affecting a total of 70 parcels, totaling approximately 518.85 acres. • Many of these sites are cemeteries, lagoons, landfills, churches, etc. • Administration views the proposed amendments as basic housekeeping which adds to the maturity of the Land Use Bylaw and reflects existing realities. • These changes are generally not intended to restrict or alter current ownership, use, or enjoyment of said Lands. <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Proposed Bylaw 1419-22: Amending Smoky Lake County Land Use Bylaw 1272-14, Rezoning certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District. – © Attachment 1 • Smoky Lake County Land Use Bylaw 1272-14: Section 8.2 AGRICULTURE (AG) DISTRICT – © Attachment 2 • Smoky Lake County Land Use Bylaw 1272-14: Section 8.3 VICTORIA AGRICULTURE (A1) DISTRICT – © Attachment 3 • Smoky Lake County Land Use Bylaw 1272-14: Section 8.7 HAMLET GENERAL (HG) DISTRICT – © Attachment 4 • Smoky Lake County Land Use Bylaw 1272-14: Section 8.12 COMMUNITY AND INSTITUTIONAL (P) DISTRICT – © Attachment 5 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>Alberta <i>Municipal Government Act</i> S. 230 When to hold public hearing S. 606 Requirements for advertising S. 692 Planning Bylaws</p> <p>Smoky Lake County Land Use Bylaw 1272-14</p> <p>Smoky Lake County Bylaw 1282-15: Procedures for Public Hearings for Planning and Development</p>
BENEFITS	<ul style="list-style-type: none"> • A more accurate and representative Land Use Bylaw reflecting the diversity of the Smoky Lake County landscape.
DISADVANTAGES	<ul style="list-style-type: none"> • Staff time
ALTERNATIVES	<ul style="list-style-type: none"> • Defer or decline taking action
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____ Budget Available: _____ Budgeted Costs: _____	Capital Costs: _____ Source of Funds: _____ Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Nil.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Advertise in newsprint, Public Notice on website, direct mail to affected landowners explaining rationale.
RECOMMENDATION	
<p>That Smoky Lake County give First Reading to Bylaw 1419-22, and schedule a Public Hearing in October 2022, in accordance with the requirements of the Alberta Municipal Government Act, the Smoky Lake County Land Use Bylaw 1272-14, and Smoky Lake County Procedures for Public Hearings for Planning and Development Bylaw 1282-15.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Bylaw 1419-22

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1419-22**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA,
TO AMEND BYLAW 1272-14 BEING THE LAND USE BYLAW FOR SMOKY LAKE COUNTY.**

WHEREAS Council has adopted Smoky Lake County Bylaw 1272-14 to be the Land Use Bylaw;

WHEREAS it is deemed expedient to amend Bylaw 1272-14 as set out in Section 692 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS a Public Hearing has been held pursuant to Section 230 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS said Public Hearing has been advertised pursuant to Section 606 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, and by virtue of all other enabling powers, the Council of Smoky Lake County, duly assembled, enacts as follows:

1. That Appendix 'B' of the Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be amended such that the lands legally described as:

- a. Roll 19590911; *Plan 0325361, Block 1, Lot 1*, containing +/- 42.88 acres in size more or less, known as the Waskatenau Landfill;
- b. Roll 19590311; *Pt. of SE-3-59-19-4*, containing +/- 2.1 acres in size more or less known as the Waskatenau Anglican Cemetery;
- c. Roll 19591612; *Plan 8022152, Block 17, Lot 1*, containing +/- 11.44 acres in size more or less, known as the Waskatenau Lagoon;
- d. Roll 18591042; *Plan 5461MC Block OT*, containing +/- 9.39 acres in size more or less, known as the Warspite Lagoon;
- e. Roll 17610422; *SW-4-61-17-4*, containing +/- 2.0 acres in size more or less, known as the St. Paraskeivia Parish;
- f. Roll 17603011; *SE-30-60-17-4*, containing +/- 4.05 acres in size more or less, known as the Russo-Greek Orthodox Church;
- g. Roll 17600611; *SE-6-60-17-4*, containing +/- 4.29 acres in size more or less, known as the Ruthenia Greek Catholic Church;
- h. Roll 17592811; *SE-28-59-17-4*, containing +/- 39 acres in size more or less, known as the Russo Greek Orthodox Church, (a Registered Municipal Historic Resource);

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- i. Roll 17591610; *SE-16-59-17-4*, containing +/- 6 acres in size more or less, known as the Holy Ascension Ukrainian Church;
- j. Roll 13591411; *SE-14-59-13-4*, containing +/- 1.98 acres in size more or less, known as Le Diocese De St. Paul;
- k. Roll 18600941; *NE-9-60-18-4*, containing +/- 3.9 acres in size more or less, known as the Russo-Greek Catholic Orthodox Church;
- l. Roll 18603021; *SW-30-60-18-4*, containing +/- 2.03 acres in size more or less, known as the Ruthenian Greek Catholic Parish of Transfiguration of Jesus of Waskatenau, and Cemetery;
- m. Roll 19592911; *SE-29-59-19-4*, containing +/- 4.06 acres in size more or less, known as the Ruthenian Greek Catholic Parish (Cemetery);
- n. Roll 19590231; *NW-2-59-19-4*, containing +/- 1 acre in size more or less, known as the United Church Cemetery;
- o. Roll 19590531; *NW-5-59-19-4*, containing +/- 1 acres in size more or less, known as (an unnamed cemetery);
- p. Roll 16603021; *SW-30-60-16-4*, containing +/- 10 acres in size more or less, known as the Shewchenko Cemetery;
- q. Roll 17600222; *Plan 0729496 Block 1 Lot 1*, containing +/- 9.96 acres in size more or less, known as the First Baptist Church of Smoky Lake;
- r. Roll 17592711; *SE-27-59-17-4*, containing +/- 22.77 acres in size more or less, known as the Town of Smoky Lake Lagoon;
- s. Roll 17592722; *SW-27-59-17-4*, containing +/- 1 acre in size more or less, known as the Ukrainian Catholic Episcopal (Cemetery);
- t. Roll 17592322; *Plan 8520153 Block 1 Lot A*, containing +/- 2.64 acres in size more or less, known as the Seventh-Day Adventist Church;
- u. Roll 17592323; *Plan 8520153 Block 1 Lot B*, containing +/- 0.59 acres in size more or less, known as the Seventh-Day Adventist Church;
- v. Roll 17582231; *NW-22-58-17-4*, containing +/- 1.37 acres in size more or less, known as the Hutterite Cemetery;
- w. Roll 17580161; *Plan 5011CE Lot A*, containing +/- 12.04 acres in size more or less, known as the Russo-Greek Orthodox Church Cemetery;

**SMOKY LAKE COUNTY
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- x. Roll 15600942; *NE-9-60-15-4, containing +/- 1.06 acres* in size more or less, known as the North Bellis Community Center;
- y. Roll 15600941; *NE-9-60-15-4, containing +/- 2 acres* in size more or less, known as the St. John Ukrainian Greek Church;
- z. Roll 15593443; *NE-34-59-15-4, containing +/- 3 acres* in size more or less, known as the Methodist Church;
- aa. Roll 15600311; *SE-3-60-15-4, containing +/- 2 acres* in size more or less, known as the Ukrainian Orthodox;
- bb. Roll 15600313; *SE-3-60-15-4, containing +/- 2 acres* in size more or less, known as the Ukrainian Orthodox;
- cc. Roll 15600314; *SE-3-60-15-4, containing +/- 3 acres* in size more or less, known as the Ruthenian Greek Catholic Parish of St. John The Baptist;
- dd. Roll 15593537; *Plan 8520472 Lot B, containing +/- 6.05 acres* in size more or less, known as the Bellis Lagoon;
- ee. Roll 15593636; *Plan, containing +/- 9.04 acres* in size more or less, known as the Bellis Transfer Site;
- ff. Roll 15583243; *NE-32-58-15-4, containing +/- 1.3 acres* in size more or less, known as the Greek Catholic Orthodox Church;
- gg. Roll 15583244; *NE-32-58-15-4, containing +/- 0.25 acres* in size more or less, known as the Methodist Church (Cemetery);
- hh. Roll 15580131; *NW-1-58-15-4, containing +/- 9.98 acres* in size more or less, known as the Russo-Greek Catholic Orthodox Parish;
- ii. Roll 14582021; *SW-20-58-14-4, containing +/- 9.5 acres* in size more or less, known as the Catholic Parish of St. George of The Greek;
- jj. Roll 14582331; *NW-23-58-14-4, containing +/- 5 acres* in size more or less, known as the Ukrainian Greek Orthodox Church of Canada;
- kk. Roll 14592341; *NE-23-59-14-4, containing +/- 3 acres* in size more or less, known as the Ukrainian Greek Orthodox Church Parish of St. Demetrius; 13611511
- ll. Roll 14592621; *SW-26-59-14-4, containing +/- 2 acres* in size more or less, known as the Pentecostal Assemblies of Canada;

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- mm. Roll 13593011; *SE-30-59-13-4, containing +/- 7.45 acres* in size more or less, known as the Vilna Lagoon;
- nn. Roll 13592020; *SW-20-59-13-4, containing +/- 105.72 acres* in size more or less, known as the Vilna Lagoon;
- oo. Roll 13611511; *SE-15-61-13-4, containing +/- 2 acres* in size more or less, known as the Goodfish Community Cemetery;
- pp. Roll 12600832; *NW-8-60-12-4, containing +/- 20 acres* in size more or less, known as the Garner Lake Landfill;
- qq. Roll 13601211; *SE-12-60-13-4, containing +/- 10 acres* in size more or less, known as (an unnamed church and cemetery);
- rr. Roll 12592941; *NE-29-59-12-4, containing +/- 2.02 acres* in size more or less, known as the Spedden Nuisance Ground;
- ss. Roll 12593313; *SE-33-59-12-4, containing +/- 1.72 acres* in size more or less, known as the Ruthenian Greek Catholic Parish (Cemetery);
- tt. Roll 12592831; *NW-28-59-12-4, containing +/- 10 acres* in size more or less, known as the Greek Catholic Eparchy of Edmonton;
- uu. Roll 27150212; *Plan, containing +/- 0.08 acres* in size more or less, known as the Former Bellis Firehall, (which is a Registered Municipal Historic Resource);
- vv. Roll 13582822; *SW-28-58-13-4, containing +/- 2 acres* in size more or less, known as the Ukrainian Greek Orthodox Church of Canada (cemetery);
- ww. Roll 13582811; *SE-28-58-13-4, containing +/- 3.39 acres* in size more or less, known as the Ukrainian Greek Orthodox Church of Canada;
- xx. Roll 13582231; *NW-22-58-13-4, containing +/- 10 acres* in size more or less, known as the Ukrainian Catholic Episcopal of Western Canada;
- yy. Roll 13580721; *SW-7-58-13-4, containing +/- 1 acres* in size more or less, known as the Quiet Nook Cemetery;
- zz. Roll 13580641; *NE-6-58-13-4, containing +/- 3 acres* in size more or less, known as the Quiet Nook Community Center;
- aaa. Roll 13572042; *NE-20-57-13-4, containing +/- 5 acres* in size more or less, known as the Hamlin St. Mary's Ukrainian Orthodox Church;

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- bbb. Roll 16583042; *NE-30-58-16-4, containing +/- 3.68 acres* in size more or less, known as the Methodist Cemetery;
- ccc. Roll 15582742; *NE-30-58-16-4, containing +/- 10 acres* in size more or less, known as the Russo-Greek Catholic Orthodox Church, a Registered Provincial Historic Resource;
- ddd. Roll 16583531; pt. of *NW-35-58-16-4, containing +/- 2.52 acres* in size more or less, a Registered Provincial Historic Resource;
- eee. Roll 16583532; pt. of *NW-35-58-16-4, containing +/- 2.96 acres* in size more or less;
- fff. Roll 16583532; *NW-35-58-16-4, containing +/- 2.96 acres* in size more or less, a Registered Provincial Historic Resource;
- ggg. Roll 16583521; *SW-35-58-16-4, containing +/- 0.55 acres* in size more or less;
- hhh. Roll 17601612; *SE-16-60-17-4, containing +/- 2.96 acres* in size more or less, known as the White Earth Hall;

be rezoned from Agriculture (AG) District to Community and Institutional (P) District.

ii.

- a. Roll 17581052; River Lot 10 *Victoria Settlement, containing +/- 16 acres* in size more or less, known as the Victoria Park Cemetery and the Victoria District National Historic Site of Canada (NHSC) Plaque Site;

be rezoned from Victoria Agriculture (A1) District to

- a.1 Community and Institutional (P) District (containing +/- 0.8 acres more or less and containing +/- 3.7 acres more or less); and
- a.2 Victoria Commercial District (C2) District (containing +/- 11.5 acres more or less);

iii.

- a. Roll 15593522; *SW-35-59-15-4, containing +/- 4.94 acres* in size more or less, known as the Ukr. Gr. Orth. Church of Canada;
- b. Roll 22070090; *Plan 2957MC Lot B, containing +/- 2 acres* in size more or less, known as the Spedden Lift Station;

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- c. Roll 22020208; *Plan 1349EO Block 2 Lots 8 & 9, containing +/- 0.36 acres in size more or less, known as the Ukrainian Orthodox Church;*
- d. Roll 40341401; *Plan 2998HW Lot OT, containing +/- 4.8 acres in size more or less, known as the Warspite Water Treatment Plant;*
- e. Roll 18591036; *Plan 1920525 Block 6 Lot 1PUL, containing +/- 0.19 acres in size more or less, known as the Warspite Water Booster Station Tower;*

be rezoned from Hamlet General (HG) District to Community and Institutional (P) District.

iv.

- a. Roll 18580452; *River Lot 4 Lobstick Settlement, containing +/- 2 acres in size more or less, known as the Russo-Greek Orthodox Church and Northbank Cemetery;*
- b. Roll 17580851; *River Lot 8, Victoria Settlement containing +/- 0.65 acres in size more or less, known as the McDougall Gravesite;*
- c. Roll 31200097; *Plan 7822470 Lot A, containing +/- 11.73 acres in size more or less, known as the Victoria Settlement Provincial Historic Site;*
- d. Roll 17580651; *River Lot 6 Victoria Settlement, containing +/- 0.23 acres in size more or less, known as the Pakan Church;*
- e. Roll 17580352; *River Lot 3 Victoria Settlement, containing +/- 21 acres in size more or less, known as the Victoria Public Cemetery;*

be rezoned from Victoria Agriculture (A1) District to Community and Institutional (P) District.

2. Schedule 'A'

- i. **Schedule 'A'** is appended to and forms a part of this Bylaw.

3. Severability:

- i. If any part of this Bylaw is found to be invalid, the remaining sections remain in force.

4. Effective Date:

- i. This Bylaw comes into force and effect upon it receiving Third Reading.

Bylaw 1419-22

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1419-22**

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

Lorne Halisky
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer

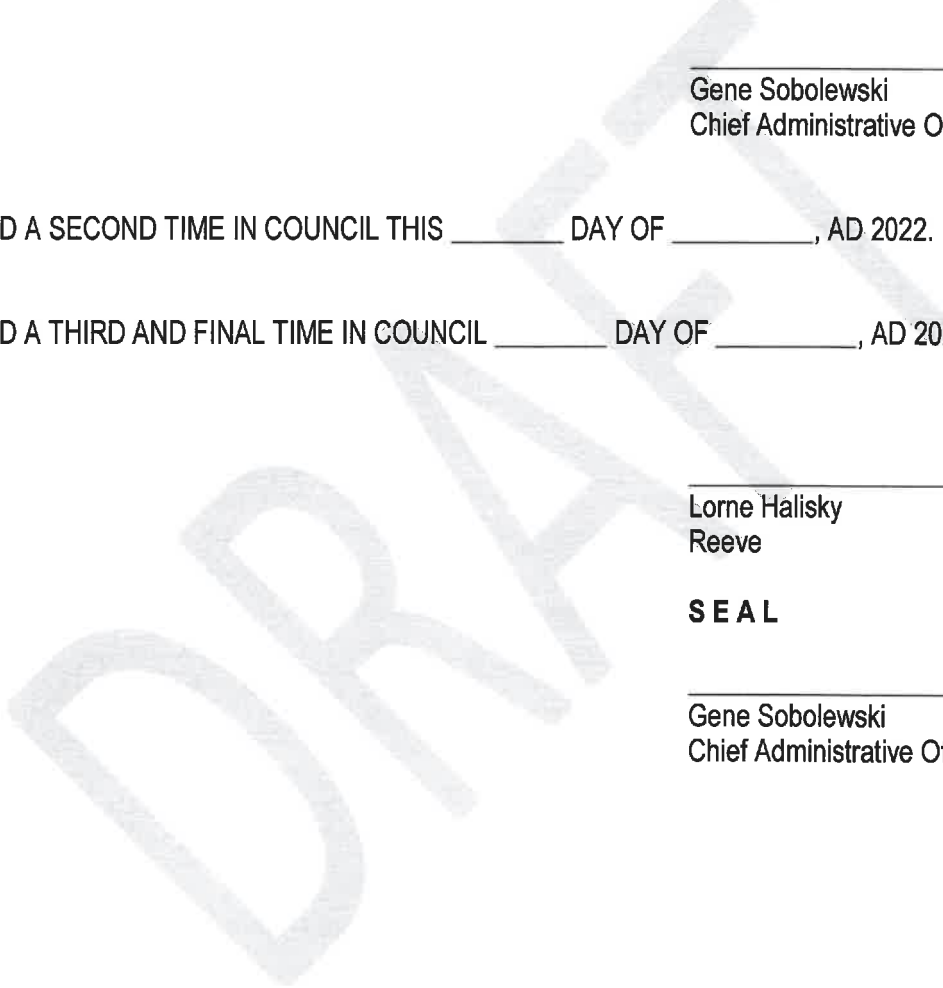
READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2022.

READ A THIRD AND FINAL TIME IN COUNCIL _____ DAY OF _____, AD 2022.

Lorne Halisky
Reeve


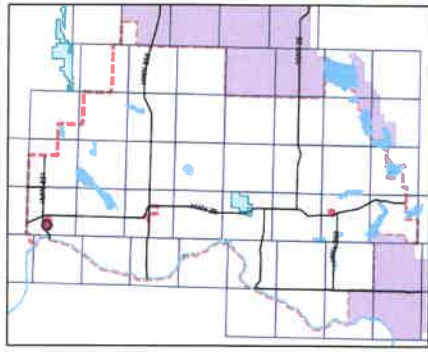



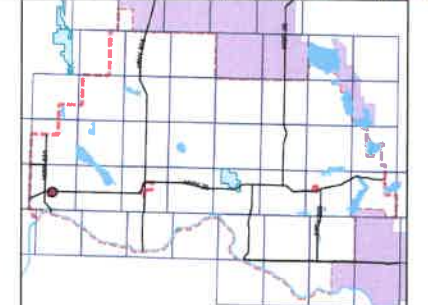

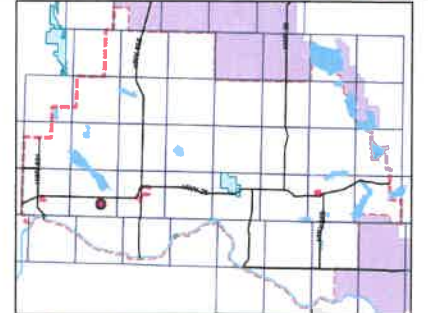


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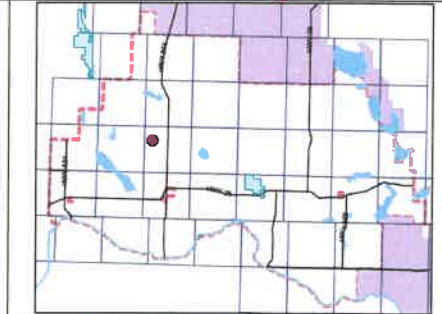

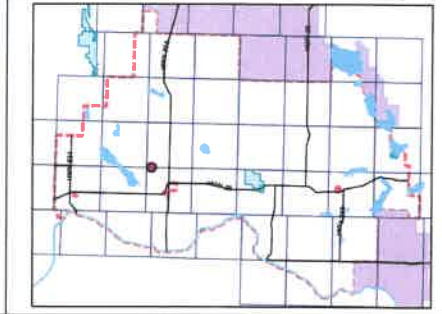

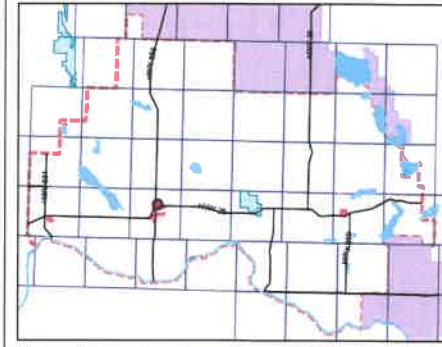



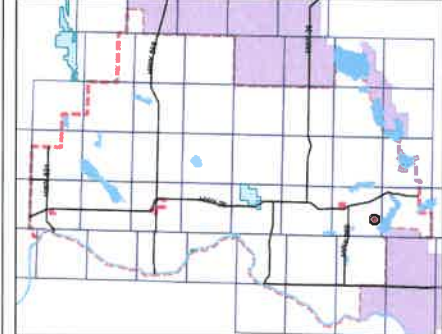
Gene Sobolewski
Chief Administrative Officer


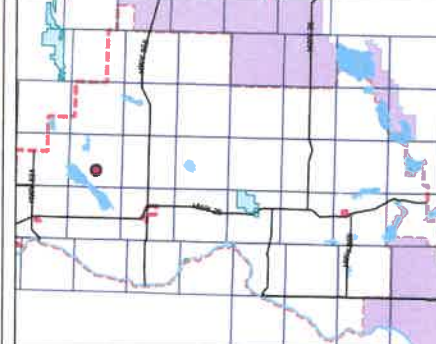

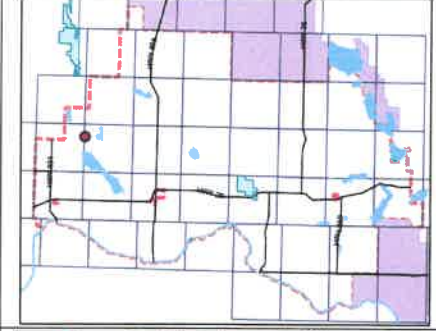

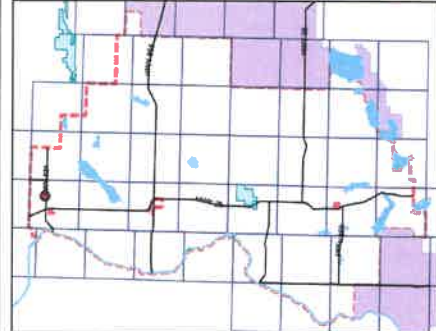

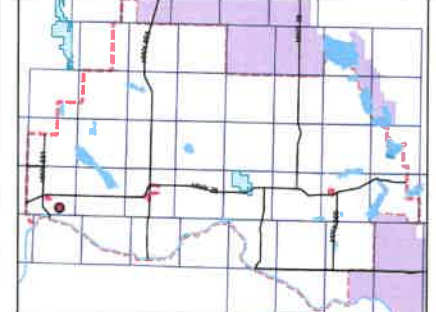

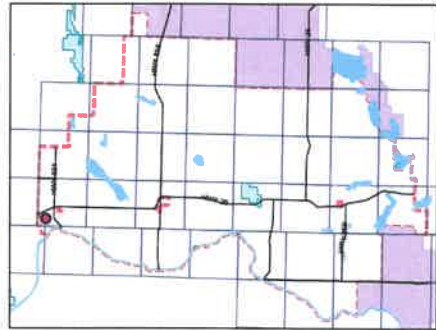



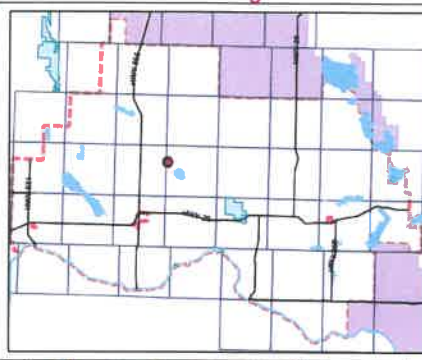

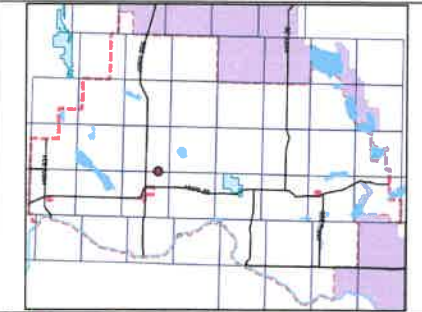

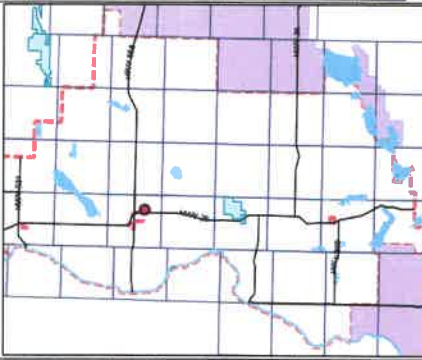

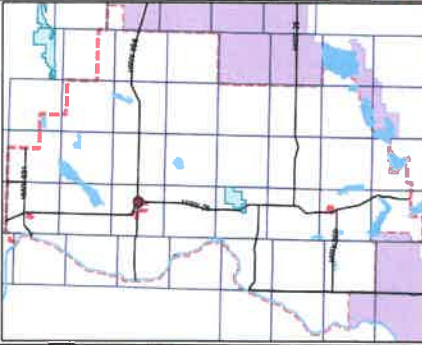

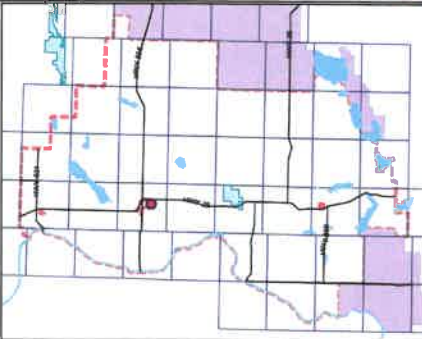
Schedule 'A'


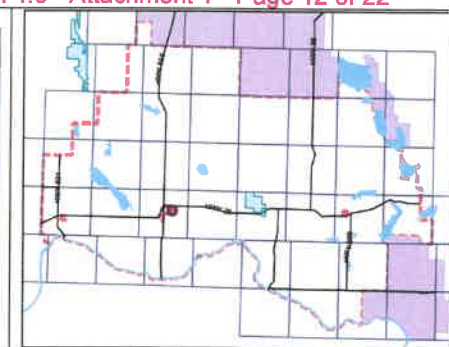

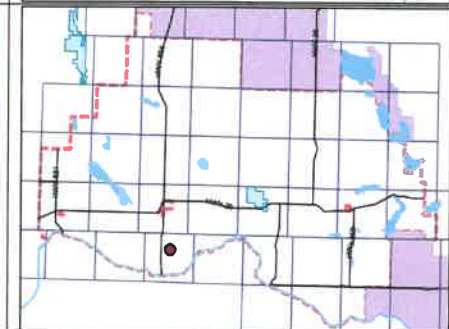

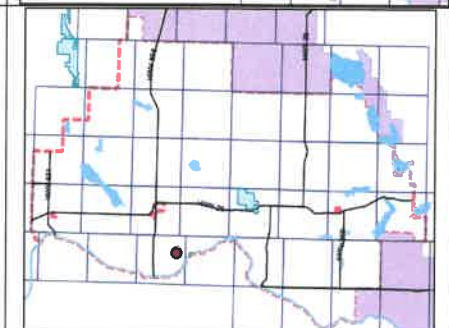

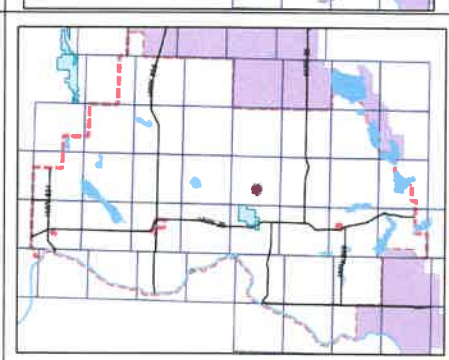

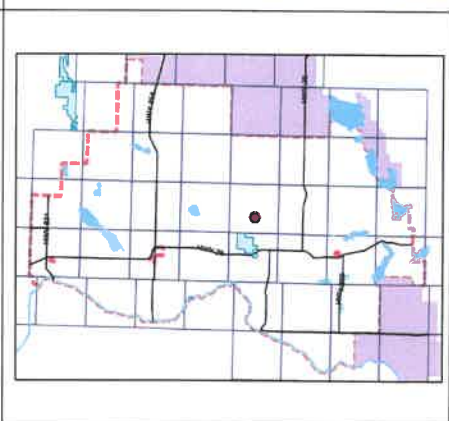
Rezoning Maps - Proposed Bylaw 1419-22


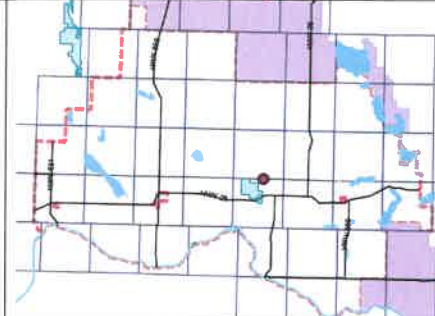

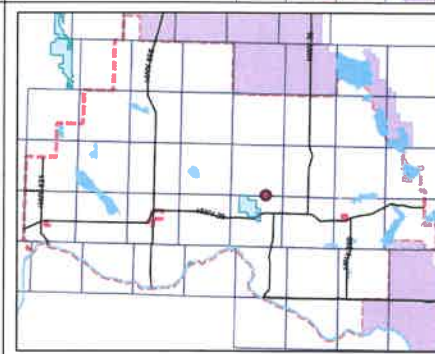

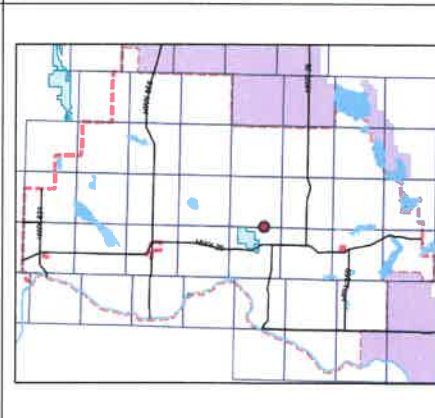

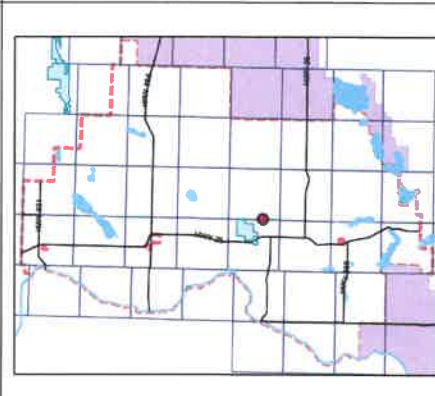
Location	Map 1	Map 2
<p>Roll 19590911; <i>Plan 0325361, Block 1, Lot 1</i>, containing +/- 42.88 acres in size more or less, known as the Waskatenau Landfill;</p>		
<p>Roll 19590311; Part of SE-3-59-19-4, containing +/- 2.1 acres in size more or less known as the Waskatenau Anglican Cemetery;</p>		
<p>Roll 19591612; <i>Plan 8022152, Block 17, Lot 1</i>, containing +/- 11.44 acres in size more or less, known as the Waskatenau Lagoon;</p>		
<p>Roll 18591042; <i>Plan 5461MC Block OT</i>, containing +/- 9.39 acres in size more or less, known as the Warspite Lagoon;</p>		
<p>Roll 17610422; SW-4-61-17-4, containing +/- 2.0 acres in size more or less, known as the St. Paraskeivia Parish;</p>		










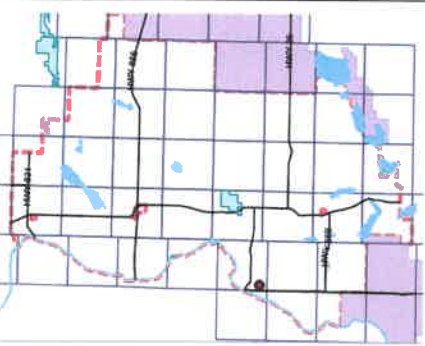
<p>Roll 17603011; SE-30-60-17-4, containing +/- 4.05 acres in size more or less, known as the Russo-Greek Orthodox Church (and cemetery);</p>		
<p>Roll 17600611; SE-6-60-17-4, containing +/- 4.29 acres in size more or less, known as the Ruthenia Greek Catholic Church;</p>		
<p>Roll 17592811; SE-28-59-17-4, containing +/- 39 acres in size more or less, known as the Russo Greek Orthodox Church, (a Registered Municipal Historic Resource);</p>		
<p>Roll 17591610; SE-16-59-17-4, containing +/- 6 acres in size more or less, known as the Holy Ascension Ukrainian Church;</p>		
<p>Roll 13591411; SE-14-59-13-4, containing +/- 1.98 acres in size more or less, known as Le Diocese De St. Paul;</p>		


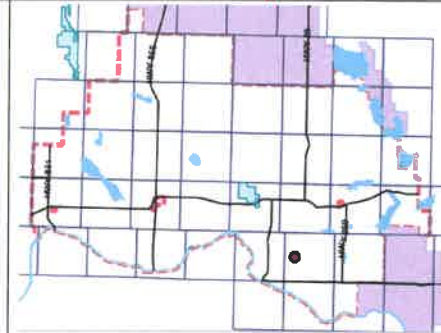

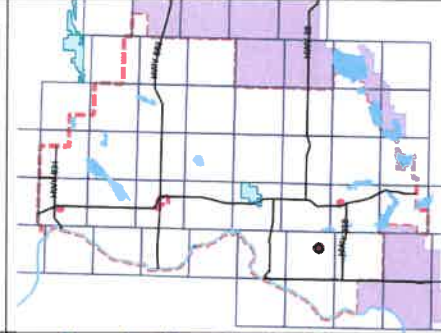

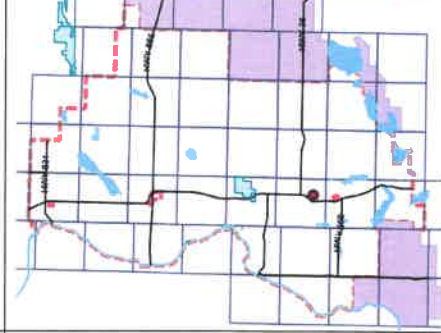

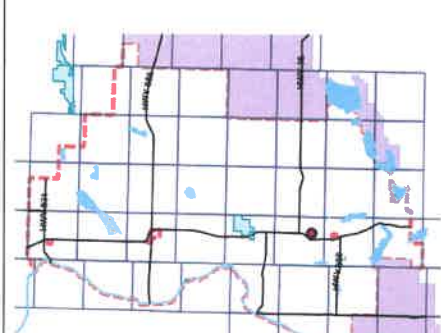

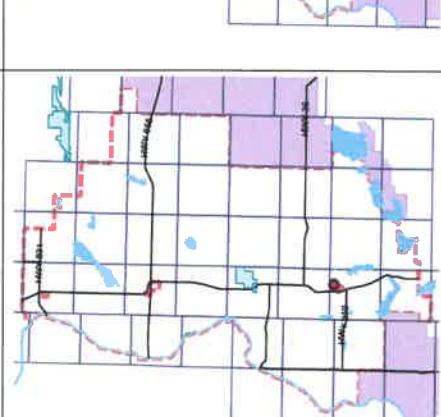
<p>Roll 18600941; NE-9-60-18-4, containing +/- 3.9 acres in size more or less, known as the Russo-Greek Catholic Orthodox Church (and cemetery);</p>		
<p>Roll 18603021; SW-30-60-18-4, containing +/- 2.03 acres in size more or less, known as the Ruthenian Greek Catholic Parish of Transfiguration of Jesus of Waskatenau, and Cemetery;</p>		
<p>Roll 19592911; SE-29-59-19-4, containing +/- 4.06 acres in size more or less, known as the Ruthenian Greek Catholic Parish (Cemetery);</p>		
<p>Roll 19590231; NW-2-59-19-4, containing +/- 1 acre in size more or less, known as the United Church Cemetery;</p>		
<p>Roll 19590531; NW-5-59-19-4, containing +/- 1 acres in size more or less, known as (an unnamed cemetery);</p>		


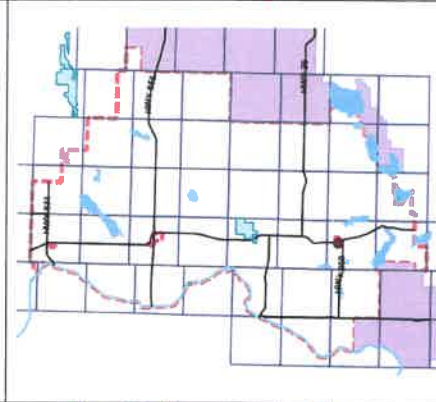

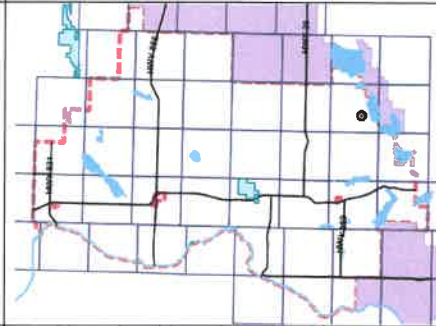

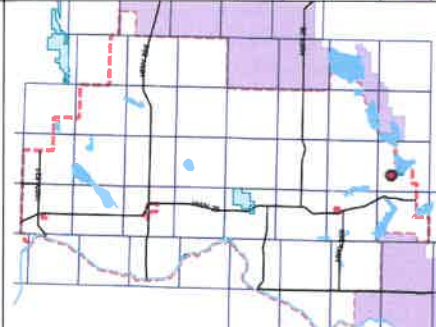

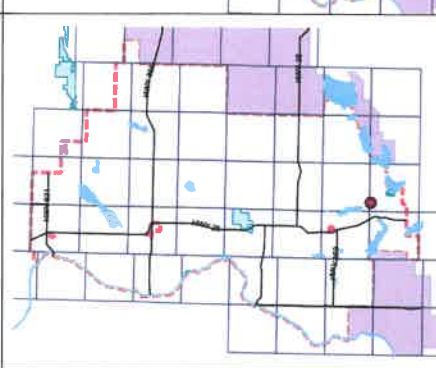

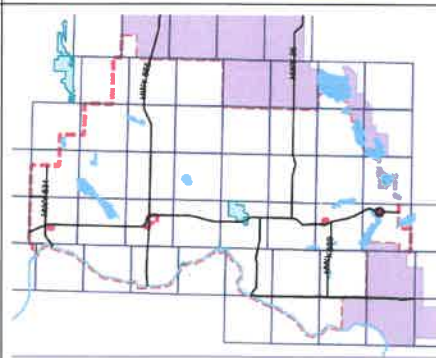
<p>Roll 16603021; SW-30-60-16-4, containing +/- 10 acres in size more or less, known as the Shewchenko Cemetery;</p>		
<p>Roll 17600222; Plan 0729496 Block 1 Lot 1, containing +/- 9.96 acres in size more or less, known as the First Baptist Church of Smoky Lake and 'Sunrise Community Cemetary';</p>		
<p>Roll 17592711; SE-27-59-17-4, containing +/- 22.77 acres in size more or less, known as the Town of Smoky Lake Lagoon;</p>		
<p>Roll 17592722; SW-27-59-17-4, containing +/- 1 acre in size more or less, known as the Ukrainian Catholic Episcopal (Cemetery);</p>		
<p>Roll 17592322; Plan 8520153 Block 1 Lot A, containing +/- 2.64 acres in size more or less, known as the Seventh-Day Adventist Church;</p>		


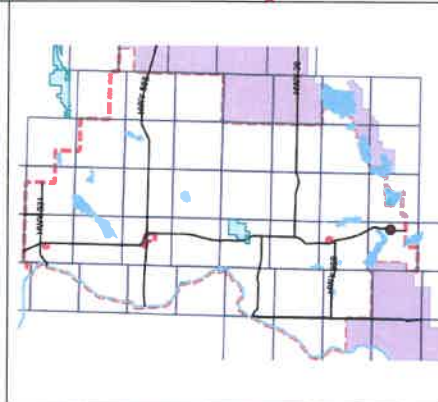

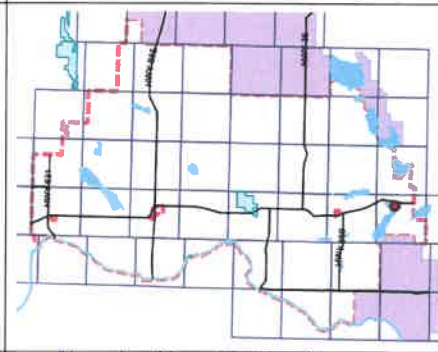

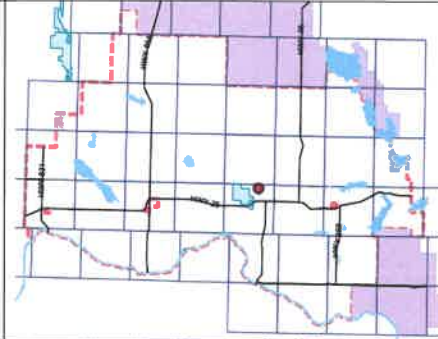

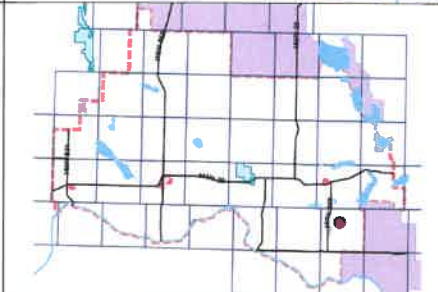

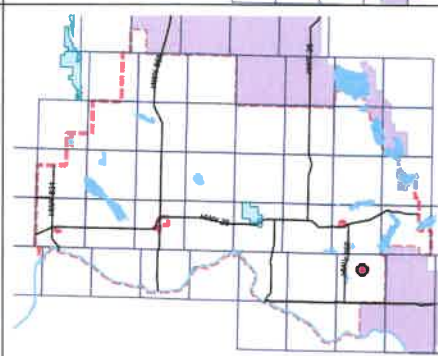
<p>Roll 17592323; Plan 8520153 Block 1 Lot B, containing +/- 0.59 acres in size more or less, known as he Seventh-Day Adventist Church;</p>		
<p>Roll 17582231; NW-22-58-17-4, containing +/- 1.37 acres in size more or less, known as the Hutterite Cemetery;</p>		
<p>Roll; Plan 5011CE Lot A, containing +/- 12.04 acres in size more or less, known as the Russo-Greek Orthodox Church Cemetery;</p>		
<p>Roll 15600942; NE-9-60-15-4, containing +/- 1.06 acres in size more or less, known as the North Bellis Community Center;</p>		
<p>Roll 15600941; NE-9-60-15-4, containing +/- 2 acres in size more or less, known as the St. John Ukrainian Greek Church;</p>		


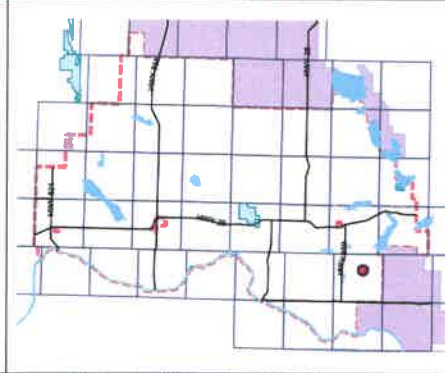

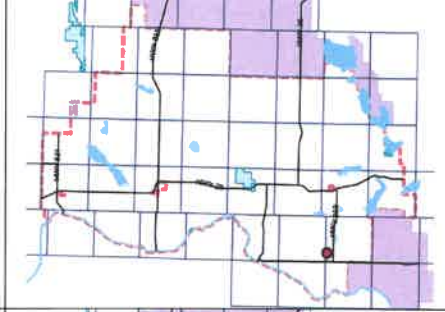

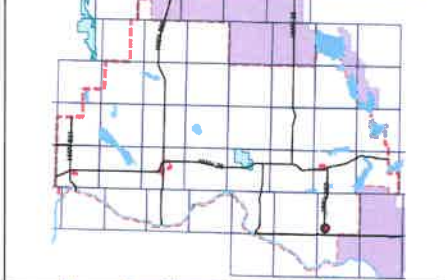

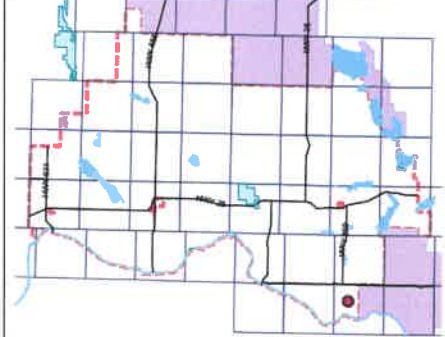

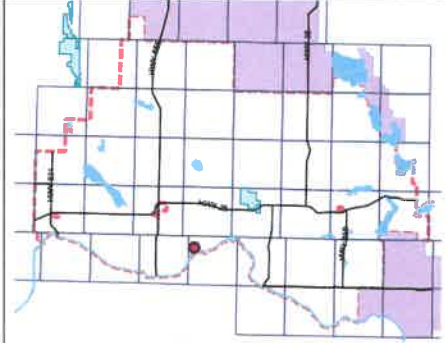
<p>Roll 15593443; NE-34-59-15-4, containing +/- 3 acres in size more or less, known as the Bellis United Cemetery;</p>		
<p>Roll 15600311; SE-3-60-15-4, containing +/- 2 acres in size more or less, known as the Ukrainian Orthodox;</p>		
<p>Roll 15600313; SE-3-60-15-4, containing +/- 2 acres in size more or less, known as the Ukrainian Orthodox;</p>		
<p>Roll 15600314; SE-3-60-15-4, containing +/- 3 acres in size more or less, known as the Ruthenian Greek Catholic Parish of St. John The Baptist;</p>		


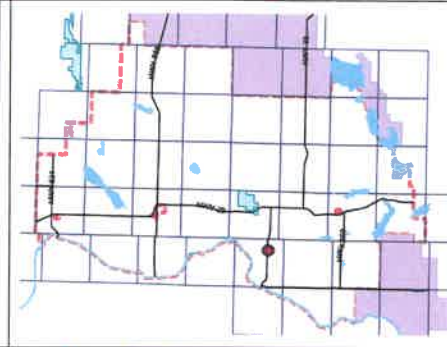

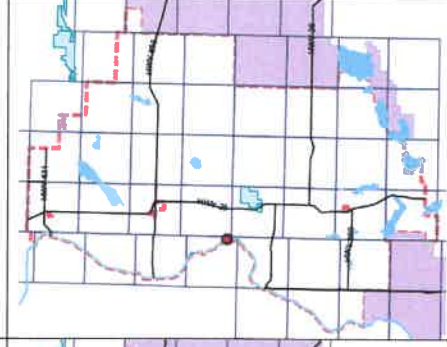

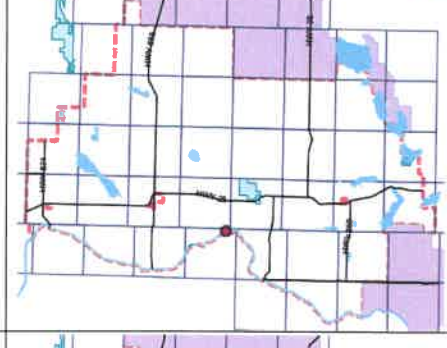

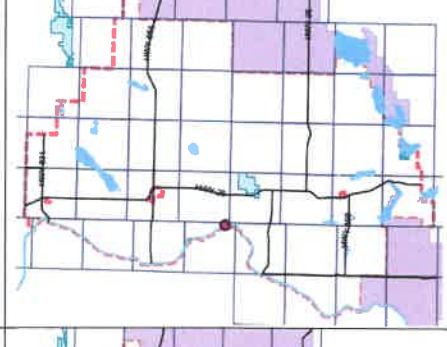


<p>Roll 15593537; Plan 8520472 Lot B, containing +/- 6.05 acres in size more or less, known as the Bellis Lagoon;</p>		
<p>Roll 15593536; Plan, containing +/- 5.02 acres in size more or less, known as the Bellis Transfer Site;</p>		
<p>Roll 15583243; NE-32-58-15-4, containing +/- 1.3 acres in size more or less, known as the Greek Catholic Orthodox Church;</p>		
<p>Roll 15583244; NE-32-58-15-4, containing +/- 0.25 acres in size more or less, known as the Methodist Church (Cemetery);</p>		
<p>Roll 15580131; NW-1-58-15-4, containing +/- 9.98 acres in size more or less, known as the Russo-Greek Catholic Orthodox Parish;</p>		


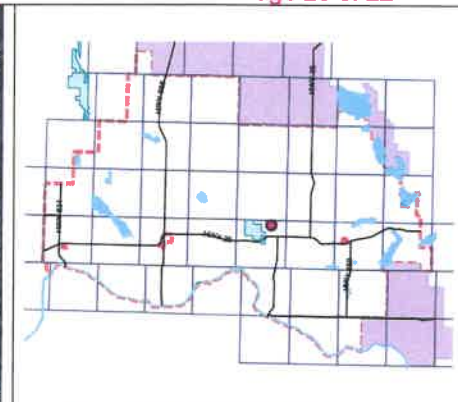

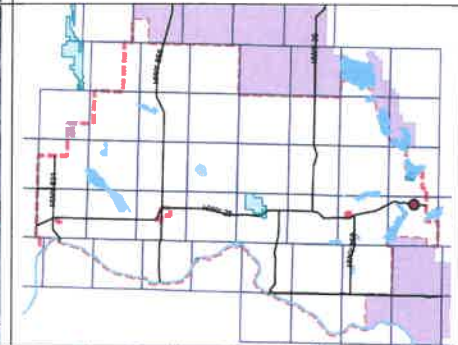

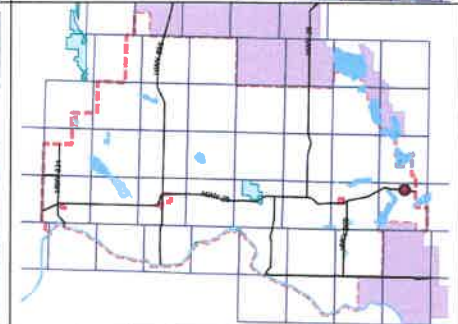

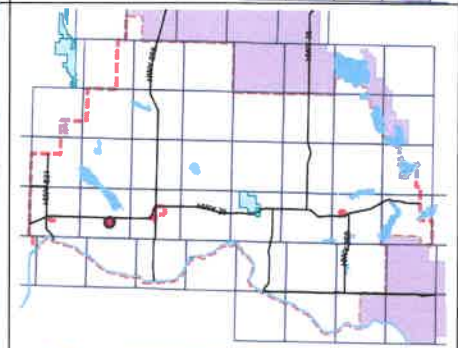

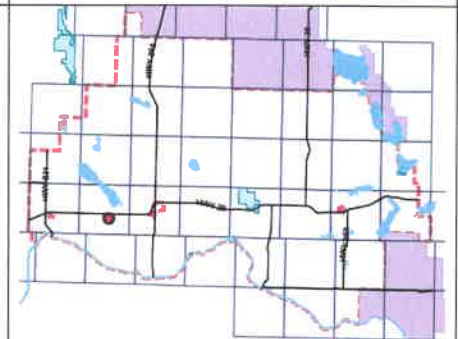
<p>Roll 14582021; SW-20-58-14-4, containing +/- 9.5 acres in size more or less, known as the Catholic Parish of St. George of The Greek;</p>		
<p>Roll 14582331; NW-23-58-14-4, containing +/- 5 acres in size more or less, known as the Ukrainian Greek Orthodox Church of Canada;</p>		
<p>Roll 14592341; NE-23-59-14-4, containing +/- 3 acres in size more or less, known as the Ukrainian Greek Orthodox Church Parish of St. Demetrius; 13611511</p>		
<p>Roll 14592621; SW-26-59-14-4, containing +/- 2 acres in size more or less, known as the Pentecostal Assemblies of Canada;</p>		
<p>Roll 13593011; SE-30-59-13-4, containing +/- 7.45 acres in size more or less, known as the Vilna Lagoon;</p>		


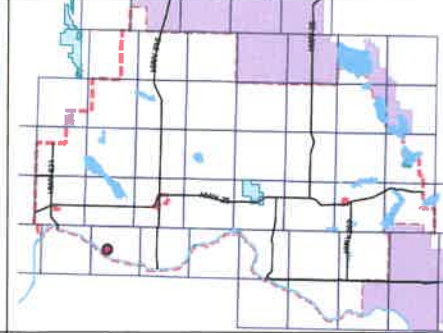

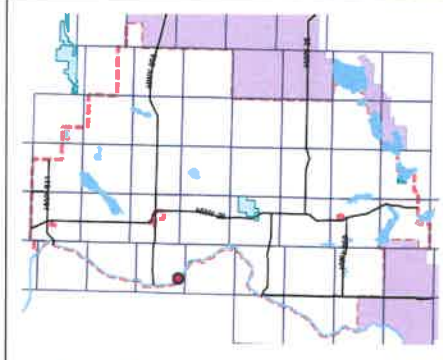

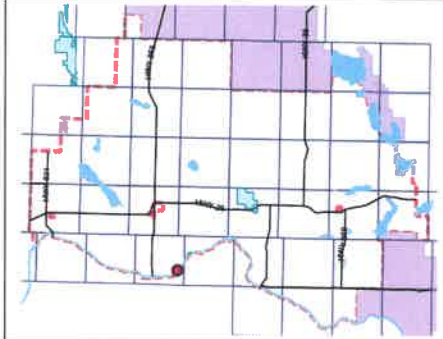

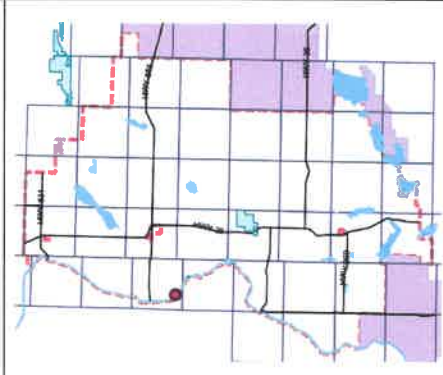
<p>Roll 13592020; SW-20-59-13-4, containing +/- 105.72 acres in size more or less, known as the Vilna Lagoon;</p>		
<p>Roll 13611511; SE-15-61-13-4, containing +/- 2 acres in size more or less, known as the Goodfish Community Cemetery;</p>		
<p>Roll 12600832; NW-8-60-12-4, containing +/- 20 acres in size more or less, known as the Garner Lake Landfill;</p>		
<p>Roll 13601211; SE-12-60-13-4, containing +/- 10 acres in size more or less, known as (an unnamed church and cemetery);</p>		
<p>Roll 12592941; NE-29-59-12-4, containing +/- 2.02 acres in size more or less, known as the Spedden Nuisance Ground;</p>		


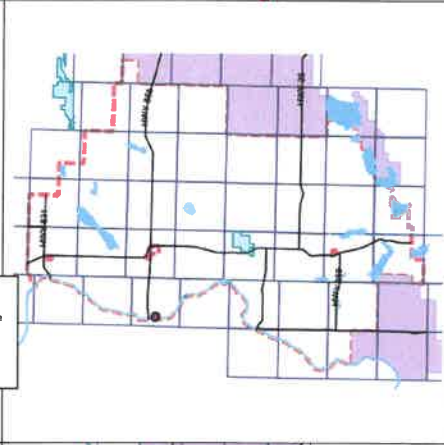


<p>Roll 12593313; SE-33-59-12-4, containing +/- 1.72 acres in size more or less, known as the Ruthenian Greek Catholic Parish (Cemetery);</p>		
<p>Roll 12592831; NW-28-59-12-4, containing +/- 10 acres in size more or less, known as the Greek Catholic Eparchy of Edmonton;</p>		
<p>Roll 27150212; Plan, containing +/- 0.08 acres in size more or less, known as the Former Bellis Firehall, (which is a Registered Municipal Historic Resource);</p>		
<p>Roll 13582822; SW-28-58-13-4, containing +/- 2 acres in size more or less, known as the Ukrainian Greek Orthodox Church of Canada (cemetery);</p>		
<p>Roll 13582811; SE-28-58-13-4, containing +/- 3.39 acres in size more or less, known as the Ukrainian Greek Orthodox Church of Canada;</p>		

<p>Roll 13582231; NW-22-58-13-4, containing +/- 10 acres in size more or less, known as the Ukrainian Catholic Episcopal of Western Canada;</p>		
<p>Roll 13580721; SW-7-58-13-4, containing +/- 1 acres in size more or less, known as the Quiet Nook Cemetery;</p>		
<p>Roll 13580641; NE-6-58-13-4, containing +/- 3 acres in size more or less, known as the Quiet Nook Community Center;</p>		
<p>Roll 13572042; NE-20-57-13-4, containing +/- 5 acres in size more or less, known as the Hamlin St. Mary's Ukrainian Orthodox Church;</p>		
<p>Roll 16583042; NE-30-58-16-4, containing +/- 3.68 acres in size more or less, known as the Methodist Cemetery;</p>		

<p>Roll 15582742; NE-30-58-16-4, containing +/- 10 acres in size more or less, known as the Russo-Greek Catholic Orthodox Church, a Registered Provincial Historic Resource;</p>		
<p>Roll 16583531; NW-35-58-16-4, containing +/- 2.52 acres in size more or less, known as Fort White Earth, a Registered Provincial Historic Resource;</p>		
<p>Roll 16583532; pt. of NW-35-58-16-4, containing +/- 2.96 acres in size more or less;</p>		
<p>Roll 16583521; SW-35-58-16-4, containing +/- 0.55 acres in size more or less;</p>		
<p>Roll 17601612; SE-16-60-17-4, containing +/- 2.96 acres in size more or less, known as the White Earth Hall;</p>		

<p>Roll 15593522; SW-35-59-15-4, containing +/- 4.94 acres in size more or less, known as the Ukr. Gr. Orth. Church of Canada;</p>		
<p>Roll 22070090; Plan 2957MC Lot B, containing +/- 2 acres in size more or less, known as the Spedden Lift Station;</p>		
<p>Roll 22020208; Plan 1349EO Block 2 Lots 8 & 9, containing +/- 0.36 acres in size more or less, known as the Ukrainian Orthodox Church;</p>		
<p>Roll 40341401; Plan 2998HW Lot OT, containing +/- 4.8 acres in size more or less, known as the Warspite Water Treatment Plant;</p>		
<p>Roll 18591036; Plan 1920525 Block 6 Lot 1PUL, containing +/- 0.19 acres in size more or less, known as the Warspite Water Booster Station Tower;</p>		

<p>Roll 18580452; <i>River Lot 4 Lobstick Settlement</i>, containing +/- 2 acres in size more or less, known as the Russo-Greek Orthodox Church and Northbank Cemetery;</p>		
<p>Roll 17580851; <i>River Lot 8, Victoria Settlement</i> containing +/- 0.65 acres in size more or less, known as the McDougall Gravesite;</p>		
<p>Roll 31200097; <i>Plan 7822470 Lot A</i>, containing +/- 11.73 acres in size more or less, known as the Victoria Settlement Provincial Historic Site;</p>		
<p>Roll 17580651; <i>River Lot 6 Victoria Settlement</i>, containing +/- 0.23 acres in size more or less, known as the Pakan Church;</p>		

<p>Roll 17581052; River Lot 10 Victoria Settlement, containing +/- 14.25 acres in size more or less, known as the Victoria Park Cemetery and Victoria District National Historic Site of Canada (NHSC) Plaque Site;</p>		
<p>Roll 17580352; River Lot 3 Victoria Settlement, containing +/- 21 acres in size more or less, known as the Victoria Public Cemetery;</p>		

8.2 AGRICULTURE (AG) DISTRICT

1. Purpose

The general purpose of this District is to allow a range of activities associated with working landscapes including agricultural uses and resource extraction uses that support the rural economy, rural lifestyle and discourage the fragmentation of the County's land base.

2. Permitted Uses

- A. Art, Craft and Photographic Studios
- B. Agricultural Support Service
- C. Basement Suite
- D. Bed and Breakfast Establishment
- E. Buildings and Uses Accessory to Permitted Uses
- F. Community Hall
- G. Day Home
- H. Dwelling, Single Detached
- I. Dwelling, single detached, tiny
- J. Extensive Agriculture
- K. Garage Suite
- L. Garden Suite
- M. Guest House
- N. Home Occupation, Major
- O. Home Occupation, Minor
- P. In-law Suite
- Q. Manufactured Home
- R. Modular Home
- S. Natural Area
- T. Public Utility
- U. Secondary Suite
- V. Shipping Container
- W. Solar Energy Collection Systems
- X. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Animal Breeding and/or Boarding Facility
- B. Animal Clinic
- C. Animal Hospital
- D. Animal Hospital, Large
- E. Boarding Facility
- F. Buildings and Uses Accessory to Discretionary Uses
- G. Campground, minor
- H. Campground, intermediate
- I. Campground, major
- J. Cemetery
- K. Child Care Facility
- L. Day Care Facility

- M. Duplex (Vertical and Side-by-Side)
- N. Family Care Facility
- O. Intensive Agriculture
- P. Kennel
- Q. Natural Resource Extraction Industry
- R. Place of Worship
- S. Public and Quasi-Public Building and Use
- T. Public Utility
- U. Recreational Use
- V. Recreational vehicle park
- W. Relocated Building
- X. Secondary Commercial
- Y. Sign
- Z. Surveillance Suite
- AA. Transfer Station
- BB. Utility Building
- CC. Wind Energy Conversion System, Small
- DD. Wind Energy Conversion System, Large
- EE. Workcamp, Short-Term
- FF. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A maximum of five (5) parcels per quarter section may be subdivided for agricultural, or residential uses including the subdivision of fragments. The following chart presents information by use type regarding the maximum number of parcels allowed per quarter section.

	Maximum Parcel Density Per Quarter Section By Use Type	Minimum Parcel Size	Maximum Parcel Size
Agricultural Use	2 parcels per quarter section	Normally 32.0 ha (80.0 ac.) however a single 16.0 ha (40.0 ac.) parcel may be subdivided if the proposed parcel conforms to 4(A)(ii)	At the Discretion of the Subdivision Authority
Residential Use	4 parcels per quarter section	0.8 ha (2.0 ac.)	8.0 ha (20.0 ac.)
Commercial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Community/ Institutional Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Industrial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority

A. Lot Area – Agricultural Use

- i. The **minimum** parcel size for extensive agricultural uses shall normally be 32.0 ha (80.0 ac.) less any approved subdivisions.
- ii. Notwithstanding (A)(i) above, the subdivision of a single 16.0 ha (40.0 ac.) parcel for agricultural use may be permitted out of an **un-subdivided** quarter section if the following criteria are met to the satisfaction of the County:
 - a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;
 - b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;
 - c. The parcel is should normally be located:
 - I. adjacent to or near quarter section boundaries;
 - II. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;
 - III. along a designated rural residential collector road;
 - d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;
 - e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry¹, the use and size of the parcel is supported by a business plan that may include:
 - I. a financial plan to the satisfaction of the County;
 - II. a detailed site plan of the proposed operation including the required land area, expansion possibilities and possible effects on adjacent landowners, uses and municipal infrastructure;
 - III. information regarding potential traffic generation which may include a Traffic Impact Assessment;
 - IV. potential nuisance factors and any mitigation measures necessary to reduce nuisance factors; and
 - V. where necessary, a detailed site assessment which indicates the

¹ Value added industry in this context means: an industry which economically adds value to a product by changing it from its current state to a more valuable state.

location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

B. Lot Area – Residential Use

- i. Normally, a **maximum** of 8.0 ha (20.0 ac.) per quarter section will be allowed for residential subdivisions.
- ii. Normally, the minimum lot area allowed for vacant residential parcels or for farmstead separations will be 0.8 ha (2.0 ac.) and the maximum lot area will be 8.0 ha (20.0 ac.).

C. Lot Area - Other Uses

The minimum parcel size for other uses shall be as provided for elsewhere in this Bylaw, in the County’s Municipal Development Plan, in any relevant Area Structure Plan, or as required by the Subdivision Authority.

5. Development Regulations

A. Minimum Yard Dimensions

It should be noted that adjacent to Provincial Highways, Alberta Transportation may require greater setbacks for development. Contact Alberta Transportation regarding their requirements in this regard.

i. Minimum Front Yards

From Municipal Road Allowances	23.1 m (92.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

ii. Minimum Side Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line
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iii. Minimum Rear Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

- iv. Notwithstanding **subsections (A), (B), and (C)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

B. Minimum Floor Area

- i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)
- ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)
- iii. All others uses at the discretion of the Development Authority

C. Maximum Site Coverage - 45%

Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings

D. Maximum Height

- i. 11.0 m (36.1 ft.)
- ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

6. Other Regulations

A. Residential parcels in the Agriculture District will not be allowed:

- i. within required setbacks from a sewage treatment plant or lagoon or solid waste

disposal site as specified by the appropriate guidelines or authority;

- ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;
 - iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or
 - iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
- C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
- D. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- E. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- F. The keeping of recreational vehicles shall be provided in accordance with **Section 7.23** of this Bylaw.
- G. Shipping containers shall be developed in accordance with **Section 7.31** of this Bylaw
- H. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.

8.3 VICTORIA AGRICULTURE (A1) DISTRICT

1. Purpose

The general purpose of this District is to recognize the historic value of the area near the Victoria Trail within the County. Subdivision and development proposals within this use area must be compatible with and/or increase the historic value of the Victoria Trail.

2. Permitted Uses

- A. Art, Craft and Photography Studios
- B. Basement Suite
- C. Bed and Breakfast Establishment
- D. Buildings and Uses Accessory to Permitted Uses
- E. Community Hall
- F. Day Home
- G. Dwelling, Single Detached
- H. Dwelling, single detached, tiny
- I. Extensive Agriculture
- J. Garage Suite
- K. Garden Suite
- L. Guest House
- M. Home Occupation, Major
- N. Home Occupation, Minor
- O. In-law Suite
- P. Manufactured Home
- Q. Modular Home
- R. Natural Area
- S. Public Utility
- T. Secondary Suite
- U. Shipping Container
- V. Solar Energy Collection Systems
- W. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Agricultural Support Services
- B. Animal Breeding and/or Boarding Facility
- C. Animal Clinic
- D. Animal Hospital
- E. Animal Hospital, Large
- F. Boarding Facility
- G. Buildings and Uses Accessory to Discretionary Uses
- H. Campground, minor
- I. Campground, intermediate
- J. Campground, major
- K. Cemetery
- L. Child Care Facility
- M. Day Care Facility
- N. Duplex (Vertical and Side-by-Side)

- O. Family Care Facility
- P. Intensive Agriculture
- Q. Kennel
- R. Natural Resource Extraction Industry
- S. Place of Worship
- T. Public and Quasi-Public Building and Uses
- U. Public Utility
- V. Recreational Uses
- W. Recreational vehicle park
- X. Relocated Building
- Y. Secondary Commercial
- Z. Sign
- AA. Surveillance Suite
- BB. Transfer Station
- CC. Utility building
- DD. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A. General

- i. All residential subdivisions in environmentally sensitive areas and significant cultural landscapes, including but not limited to the Victoria District, must be designed to retain historically significant patterns of spatial organization and significant environmental features.
- ii. The County considers river lots to be historically significant patterns of spatial organization. Therefore multi-lot country residential subdivisions within existing river lots must be designed in such a manner that the original river lot pattern is retained.
- iii. The County will normally require that new developments in areas identified as containing significant cultural landscapes preserve a minimum of 50% of the existing vegetation on each site.
- iv. New developments within the Victoria Agriculture District should also be required to maintain, as much as possible, the current land form and to be sited in such a manner as to ensure that the current views of the area from the Trail are maintained within the nationally recognized Victoria Trail Heritage Site.

- B. A maximum of four (4) parcels per quarter section may be subdivided for agricultural or residential uses including the subdivision of fragments. The following chart presents information by use type regarding the maximum number of parcels allowed per quarter section.

	Maximum Parcel Density Per Quarter Section By Use Type	Minimum Parcel Size	Maximum Parcel Size
Agricultural Use	2 parcels per quarter section	Normally 32.0 ha (80.0 ac.) however a single 16.0 ha (40.0 ac.) parcel may be subdivided if the proposed parcel conforms to 4(A)(ii)	At the Discretion of the Subdivision Authority
Residential Use	3 parcels per quarter section	0.8 ha (2.0 ac.)	8.0 ha (20.0 ac.)
Commercial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Community/ Institutional Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Industrial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority

C. Lot Area – Agricultural Use

- i. The **minimum** parcel size for extensive agricultural uses shall normally be 32.0 ha (80.0 ac.) less any approved subdivisions.
- ii. Notwithstanding (C)(i) above, the subdivision of a single 16.0 ha (40.0 ac.) parcel for agricultural use may be permitted out of an **un-subdivided** quarter section or river lot if the following criteria are met to the satisfaction of the County:
 - a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;
 - b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;
 - c. The parcel should normally be located:
 - I. adjacent to or near quarter section boundaries;
 - II. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;
 - III. along a designated rural residential collector road;

- d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;
- e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry², the use and size of the parcel is supported by a business plan that may include:
 - I. a financial plan to the satisfaction of the County;
 - II. a detailed site plan of the proposed operation including the required land area, expansion possibilities and possible effects on adjacent landowners, uses and municipal infrastructure;
 - III. information regarding potential traffic generation which may include a Traffic Impact Assessment;
 - IV. potential nuisance factors and any mitigation measures necessary to reduce nuisance factors; and
 - V. where necessary, a detailed site assessment which indicates the location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

D. Lot Area – Residential Use

- i. Normally, a **maximum** of 8.0 ha (20.0 ac.) per quarter section will be allowed for residential subdivisions.
- ii. Normally, the minimum lot area allowed for vacant residential parcels or for farmstead separations will be 0.8 (2.0 ac.) and the maximum lot area will be 8.0 ha (20.0 ac.).

E. Lot Area - Other Uses

The minimum parcel size for other uses shall be as provided for elsewhere in this Bylaw, in the County's Municipal Development Plan, in any relevant Area Structure Plan, or as required by the Subdivision Authority.

² Value added industry in this context means: an industry which economically adds value to a product by changing it from its current state to a more valuable state.

5. Development Regulations

A. Minimum Yard Dimensions

It should be noted that adjacent to Provincial Highways, Alberta Transportation may require greater setbacks for development. Contact Alberta Transportation regarding their requirements in this regard.

i. Minimum Front Yards

From Municipal Road Allowances	23.1 m (92.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

ii. Minimum Side Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iii. Minimum Rear Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iv. Notwithstanding **subsections (i), (ii), and (iii) above**, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

- B. Minimum Floor Area
 - i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)
 - ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)
 - iii. All others uses at the discretion of the Development Authority

- C. Maximum Site Coverage - 45%

Of the 45% site coverage a maximum of 15% of the total site may be covered by accessory buildings.

- D. Maximum Height

- i. 11.0 m (36.1 ft.)
- ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

6. Other Regulations

- A. Residential parcels in the Victoria Agriculture District will not be allowed:
 - i. within required setbacks from a sewage treatment plant or lagoon or solid waste disposal site as specified by the appropriate guidelines or authority;
 - ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;
 - iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or
 - iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
- C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
- D. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- E. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- F. The keeping of recreational vehicles shall be provided in accordance with **Section 7.23** of this Bylaw.
- G. Shipping containers shall be developed in accordance with **Section 7.31** of this Bylaw

- H. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.

8.7 HAMLET GENERAL (HG) DISTRICT

1. Purpose

The general purpose of this district is to permit and regulate development within the Hamlets of Bellis, Edward, Spedden and Warspite.

2. Permitted Uses

- A. Agricultural Support Service
- B. Automobile Repair Shop, Major
- C. Automobile Repair Shop, Minor
- D. Automobile Sales
- E. Bakery
- F. Bank
- G. Basement Suites
- H. Bed and Breakfast Establishment
- I. Buildings and Uses Accessory to Permitted Uses
- J. Business Office
- K. Child Care Facility
- L. Clinic
- M. Club or Lodge
- N. Community Hall
- O. Commercial Uses
- P. Convenience Retail Service
- Q. Day Care Facility
- R. Day Home
- S. Dwelling, Single Detached
- T. Dwelling, single detached, tiny
- U. Drive-in Business
- V. Eating and Drinking Establishment
- W. Extensive Agriculture
- X. Home Occupation, Minor
- Y. Home Occupation, Major
- Z. In-law Suite
- AA. Neighbourhood Park
- BB. Protective or Emergency Services
- CC. Public or Quasi-Public Services
- DD. Public Park
- EE. Retail Store
- FF. Secondary Suite
- GG. Solar Energy Conversion System
- HH. Wind Energy Conversion System, Micro

3. Discretionary Uses

- A. Amusement Establishment, Indoor
- B. Amusement Establishment, Outdoor
- C. Animal Clinic

- D. Animal Hospital
- E. Animal Hospital, Large
- F. Apartment
- G. Auctioneering Facility
- H. Bakery, Large
- I. Bed and Breakfast Establishments
- J. Boutique Accommodation
- K. Buildings and Uses Accessory to Discretionary Uses
- L. Building Supply and Lumber Outlet
- M. Bulk Fuel Storage and Sales
- N. Day Care Facility
- O. Duplex (Side-by-side and vertical)
- P. Campground, minor
- Q. Recreational vehicle park
- R. Cannabis accessory retail sales
- S. Cannabis retail sales
- T. Car wash Establishment
- U. Cemetery
- V. Drinking Establishment
- W. Drive-in Business
- X. Dwellings within buildings in which the predominant use is one or more of the listed permitted or discretionary uses, provided, however, that the dwellings have direct access to the outside of the building
- Y. Entertainment Establishment
- Z. Family Care Facility
- AA. Garage Suite
- BB. Garden Suite
- CC. Group Care Facility
- DD. Guest House
- EE. Hotel
- FF. Liquor sales/distribution Service
- GG. Manufactured Home
- HH. Modular Home
- II. Motel
- JJ. Multi-Unit Dwelling
- KK. Multi-Use Development
- LL. Natural Area
- MM. Neighborhood Convenience (or retail) Store
- NN. Outdoor Eating Establishment
- OO. Places of Worship
- PP. Private Club or Lodge
- QQ. Public Utilities
- RR. Public Utility building
- SS. Rural Commercial
- TT. Servicing Establishment
- UU. Shipping Container
- VV. Shopping Centre
- WW. Surveillance Suite
- XX. Transfer Station

YY. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A. Minimum Lot Area for Low Density Residential Uses (Single Detached Dwellings, Manufactured and Modular Homes)

Unless otherwise stated in an approved Development Concept Plan or Area Structure Plan the minimum and maximum lot dimensions for residential uses shall be as follows:

		Minimum Lot Frontage	Minimum Lot Area
i.	Un-serviced	30.5 m (100.0 ft.)	1858.0 sq. m (20,000 sq. ft.)
ii.	Serviced (Municipal Sewer & Water)	15.2 m (50.0 ft.)	557.4 sq. m (6,000 sq. ft.)
iii.	Municipal Sewer Only	30. m (100.0 ft.)	929.0 sq. m (10,000 sq. ft.)
iv.	Municipal Water Only	30.5 m (100.0 ft.)	1393.5 sq. m.(15,000 sq. ft.)

B. Minimum Site Area for Medium Density Residential Uses and High Density Residential Uses – as required by the Subdivision Authority

C. Minimum Site Area for all other uses – as required by the Development Authority

- i. Where shopping centres or groups of shops are to be built on a site, developers shall provide a Development Concept Plan identifying the proposed parcel boundaries, location(s) of building(s), access, parking and specific commercial uses, and any other matter required by the Development Authority, to the satisfaction of the Development Authority.

5. Development Regulations

A. Minimum Ground Floor Area

Unless otherwise stated in an approved Development Concept Plan or Area Structure Plan the minimum ground floor area for residential and non-residential developments shall be as follows:

Minimum Ground Floor Area		
i.	Single Detached Residential	69.7 sq. m (750.0 sq. ft.)
ii.	Duplexes (side-by-side and vertical)	55.7 sq. m (600.0 sq. ft.) for each dwelling unit
iii.	Manufactured Home	55.7 sq. m (600.0 sq. ft.)
iv.	Modular Home	65.0 sq. m (700.0 sq. ft.)
v.	All other residential uses	As required by the Development Authority
vi.	All other non-residential uses	As required by the Development Authority

B. Minimum Yard Requirements

i. Minimum Yards – Single Detached Dwellings, Manufactured and Modular Homes

Minimum Yard Requirements - Single Detached Dwellings, Manufactured and Modular Homes	
Front	7.6 m (25.0 ft.)
Rear	7.6 m (25.0 ft.)
Side	10% of the lot width but not less than 1.5 m (5.0 ft.)

- ii. Minimum Yards - All other residential uses – as required by the development authority
- iii. Notwithstanding **subsections (i), and (ii)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

iv. Minimum Yards – Commercial Uses

Minimum Yard Requirements – Commercial Uses	
Front	No front yard setback is required except where the Development Authority may deem it necessary to conform to existing development setbacks.
Rear	Minimum 7.6 m (25.0 ft.) or as required by the Development Authority.
Side	10% of the lot width but not less than 1.5 m (5.0 ft.)
When bounded by Commercial Lots and a lane	No setback is required
When bounded by Commercial Lots and no lane	4.5 m (15.0 ft.)
When adjacent to a residential lot	1.5 m (5.0 ft.)

v. Minimum Yard Requirements - All Other Non-Residential Uses – As required by the Development Authority

C. Maximum Site Coverage –

Maximum Site Coverage		
i.	Residential Uses	45% Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings.
ii.	Commercial Uses	80% provided that provisions have been made for on-site parking, loading, storage and waste disposal to the satisfaction of the Development Authority.
iii.	All other uses	At the discretion of the Development Authority

D. Maximum Height

Maximum Height		
i.	Single Detached Dwellings and Modular Homes	Maximum 10.0 m (33.0 ft.)
ii.	Manufactured Homes	Maximum 10.0 m (33.0 ft.)
iii.	Buildings Which are Accessory to Single Family Dwellings, Modular Homes and Manufactured Homes	Maximum 10.0 m (33.0 ft.)
iv.	Uses: All Other Uses	At the discretion of the Development Authority
v.	Buildings Which are Accessory to Discretionary	At the discretion of the Development Authority

6. Other Regulations

- A. Residential parcels will not be allowed:
 - i. within required setbacks from a sewage treatment plant or lagoon or solid waste disposal site as specified by the appropriate guidelines or authority;
 - ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;
 - iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or
 - iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
- C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
- D. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.

- E. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- F. Grading and drainage of the site shall be provided in accordance with **Section 6.11** of this Bylaw.
- G. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.
- H. Motels shall be developed in accordance with **Section 6.22** of this Bylaw.
- I. Vehicle Washing Establishments (carwashes) shall be developed in accordance with **Section 7.35** of this Bylaw.
- J. Places of Worship shall be developed in accordance with **Section 6.29** of this Bylaw.
- K. Private Liquor Stores and Storage Facilities shall be developed in accordance with **Section 7.19** of this Bylaw.
- L. Private swimming pools and hot tubs shall be developed in accordance with **Section 2.2** of this Bylaw.
- M. Service Stations and Gas Stations shall be developed in accordance with **Section 7.30** of this Bylaw.
- N. Shipping Containers shall be developed in accordance with **Section 7.31** of this Bylaw.
- P. Solar Energy Conversion Systems shall be developed in accordance with **Section 7.33** of this Bylaw.
- Q. Wind Energy Conversion Systems shall be developed in accordance with **Section 2.9** of this Bylaw.

8.12 COMMUNITY AND INSTITUTIONAL (P) DISTRICT

1. Purpose

The general purpose of this district is to permit development of uses of either a public or private nature that provide services and recreational opportunities to the community.

2. Permitted Uses

- A. Buildings and Uses Accessory to Permitted Uses
- B. Cemeteries
- C. Clinics (including Hospitals and Nursing Homes)
- D. Community Halls
- E. Places of Worship
- F. Public or Quasi-Public Services
- G. Recreational Uses
- H. Public and Private Schools
- I. Other uses that in the opinion of the Development Authority, are similar to the above mentioned Uses

3. Discretionary Uses

- A. Buildings and Uses Accessory to Accessory Uses
- B. Club or Lodge
- C. Extensive Agriculture
- D. Health Services
- E. Institutional Uses
- F. Neighbourhood Park
- G. Public Utility
- H. Public Utility Building
- I. Transfer Station
- J. Other uses that, in the opinion of the Development Authority, are similar to the above mentioned uses


4. Subdivision Regulations

- A. Minimum Lot Area – at the discretion of the Subdivision Authority

5. Development Regulations

- A. All site requirements shall be as required by the Development Authority.

REQUEST FOR DECISION		DATE August 25, 2022	4.7
TOPIC	Bylaw No. 1420-22: A Bylaw of Smoky Lake County for the Purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource		
PROPOSAL	<ul style="list-style-type: none"> That Smoky Lake County Council give Three Readings to Bylaw No. 1420-22: A Bylaw of Smoky Lake County for the purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource. 		
BACKGROUND	<p>March 24, 2022 – Smoky Lake County Council Meeting</p> <ul style="list-style-type: none"> Motion 504-22: <i>“That Smoky Lake County Bylaw No. 1407-22: Designation for Hamlin Road Ranch as a Municipal Historic Resource, for the purpose of designating the Hamlin Road Ranch, located on the lands legally described as SW-17-58-13-W4M, under the Alberta Historical Resources Act, an in accordance with Smoky Lake County Policy Statement 61-15-1: Designation of a Municipal Historic Resource, be given THIRD and FINAL READING and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.”</i> Following the March 24, 2022 Smoky Lake County Council meeting, copies of Bylaw No. 1407-22 were sent to the owners of the Hamlin Road Ranch for their signature. However, upon receiving the Bylaw, the owners expressed concerns that renovation work that they are considering would potentially be prohibited due to the designation as a Municipal Historic Resource. © Attachment 1 According to Section 26(5) of the <i>Historical Resources Act</i>, a designating bylaw is effective the date it is passed, so despite the Bylaw having not been registered on the Certificate of Title yet, the Bylaw is still in effect. Section 191(1) of the <i>Municipal Government Act</i> gives Council the authority to repeal a bylaw that was duly passed. Section 26(10) of the <i>Historical Resources Act</i> requires that any bylaw repealing a bylaw that designates a historic resource as a Municipal Historic Resource to be served on the owner of that Resource. 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
<ul style="list-style-type: none"> Smoky Lake Regional Heritage Management Plan 			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<p><u>Municipal Government Act</u></p> <p><u>ALBERTA HISTORICAL RESOURCES ACT</u></p> <p><u>SMOKY LAKE COUNTY POLICIES/BYLAWS</u></p> <ul style="list-style-type: none"> Smoky Lake County Policy 61-20-01: <i>Heritage Management Plan</i> 	
BENEFITS	<ul style="list-style-type: none"> Repeal of Bylaw No. 1407-22 will allow the owners of the Hamlin Road Ranch to conduct necessary repair work without jeopardizing the historical character of the resource. 		
DISADVANTAGES	<ul style="list-style-type: none"> Nil. 		

ALTERNATIVES	<ul style="list-style-type: none"> • Refuse to repeal Bylaw No. 1407-22
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Nil.
COMMUNICATION STRATEGY	A copy of the repealing Bylaw No. 1420-22 will be served on the owners of the Hamlin Road Ranch
RECOMMENDATION	
<ol style="list-style-type: none"> 1. That Smoky Lake County Council give First Reading to Bylaw 1420-22: A Bylaw of Smoky Lake County for the Purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource; 2. That Smoky Lake County Council give Second Reading to Bylaw 1420-22: A Bylaw of Smoky Lake County for the Purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource; 3. That Smoky Lake County Council give Permission for Third Reading to Bylaw 1420-22: A Bylaw of Smoky Lake County for the Purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource; and 4. That Smoky Lake County Council give Third Reading to Bylaw 1420-22: A Bylaw of Smoky Lake County for the Purposes of Repealing Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource, and that the Reeve and the Chief Administrative Officer affix their signatures and the corporate seal to said Bylaw, and that a copy of said Bylaw be served on the owners of the Hamlin Road Ranch. 	
CHIEF ADMINISTRATIVE OFFICER	

Jordan Ruegg

From: Peter Podloski <hrranch08@gmail.com>
Sent: July 14, 2022 9:14 PM
To: Jordan Ruegg
Subject: Hamlin Road Ranch historical site ,Roll no: 13581720

Legal:SW-17-58-13-W4M

Good afternoon:

After reviewing the contract that was sent for our signing. When we had our home visit with the historical members, we discussed redoing the barn as the wood on the outside is rotting. If we sign the documents at this time the way they are written , we won't be able to put new siding on our barn. We still are very interested in becoming a historical site after our barn has had its face lift.

We will keep in touch and let the smoky Lake council know when we have completed our repair work and are ready to proceed.

Thank You for your patience in this matter.

Regards

Peter & Donna Podloski

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1420-22**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF REPEALING BYLAW NO. 1407-22, A BYLAW WHICH DESIGNATES THE HAMLIN ROAD RANCH (LEGAL DESCRIPTION: SW-17-58-13-W4M) AS A MUNICIPAL HISTORIC RESOURCE

WHEREAS Section 191(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, permits the Municipal Council of a municipality to repeal a bylaw that was duly passed;

AND WHEREAS the Council of Smoky Lake County has received a request from the owner of the lands legally described as SW-17-58-13-W4M (Hamlin Road Ranch), to repeal Bylaw No. 1407-22;

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

1. Bylaw No. 1407-22: A Bylaw Designating the Hamlin Road Ranch (Legally Described as SW-17-58-13-W4M) as a Municipal Historic Resource, is hereby repealed.
2. This bylaw shall come into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS **25th** DAY OF **AUGUST**, AD **2022**.

READ A **SECOND TIME** IN COUNCIL THIS **25th** DAY OF **AUGUST**, AD **2022**.

READ A **THIRD AND FINAL TIME WITH UNANIMOUS CONSENT** IN COUNCIL THIS **25th** DAY OF **AUGUST**, AD **2022**.

Lorne Halisky
Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer



REQUEST FOR DECISION		DATE August 25, 2022	4.8
TOPIC	Alberta Heritage Preservation Partnership Program (HPP): Heritage Research Grant – North Saskatchewan R22F-13		
PROPOSAL	<p><i>That Smoky Lake County</i></p> <ol style="list-style-type: none"> 1) <i>Acknowledge the letter dated July 11, 2022 from the Hon. Ron Orr, Minister of Alberta Culture, confirming that the 2021-22 Alberta Heritage Preservation Partnership Program (HPP): 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, and</i> 2) <i>Acknowledge the project workplan from 'Know History' which will undertake the contemplated work.</i> <p>BACKGROUND</p> <ul style="list-style-type: none"> • The Heritage Preservation Partnership Program (HPP) is the principal heritage funding program of the Government of Alberta and provides matching grants and scholarship funds to support initiatives that preserve and interpret Alberta's heritage. <ul style="list-style-type: none"> ○ In January 2022, Know History approached Administration with an offer to complete a grant application, at no cost to the County, for the 2021-22 Alberta Heritage Research Grant. <ul style="list-style-type: none"> ▪ A grant application was submitted ahead of the deadline on February 1, 2022. ▪ On July 11, 2022, correspondence confirming the County's successful grant application was received. ▪ It is proposed to integrate these additional matching funds within existing project budget, funded via other grants. • On March 21, 2022, administration received correspondence from Brian Ilnicki, Executive Director, Land Stewardship Centre, that the 2021-2022 Watershed Stewardship Grant (WSG) application was <u>unsuccessful</u>. <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> • Letter from Minister Orr dated July 11, 2022, ©ATTACHMENT 1 • Letter from Executive Director, Historic Resources Management Matthew Wangler dated July 11, 2022, ©ATTACHMENT 2 • Workplan, received from Know History. ©ATTACHMENT 3 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and</p>			

fiscally responsible governance and services.

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

BENEFITS

- Agreement provides for \$18,215 in 50% matching funding, which is being leveraged against \$245,000 (+ \$8,000 in-kind) in otherwise secured funding under the Heritage River Initiative Management Plan project being led by O2 Planning + Design Inc.
- Opportunities for leveraging and unlocking of additional grants, etc.
- Natural, land, and river-based tourism development opportunities.
- Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, etc.)
- Enhanced community participation, awareness, pride, and place-making.

DISADVANTAGES

- Staff time.

ALTERNATIVES

- Take not action/Defer

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____

Capital Costs: _____

Budget Available: \$18,215 new, in addition to existing \$245,000 + (\$8,000 in-kind)

Source of Funds: grants

Budgeted Costs: _____

Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

COMMUNICATION STRATEGY

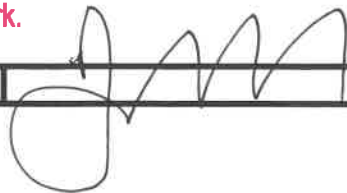
- Website & social media
- Media Release(s)

RECOMMENDATION

That Smoky Lake County

- 1) Acknowledge the letter dated July 11, 2022 from the Hon. Ron Orr, Minister of Alberta Culture, confirming that the 2021-22 Alberta Heritage Preservation Partnership Program (HPP): 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, and
- 2) Acknowledge the project workplan received August 6, 2022 from 'Know History' which will undertake the contemplated work.

CHIEF ADMINISTRATIVE OFFICER





ALBERTA
CULTURE

Office of the Minister

July 11, 2022

Mr. Kyle Schole
Planning Technician
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Kyle Schole:

I am pleased to advise you that your grant application to the Heritage Preservation Partnership Program has been approved. A research grant of \$18,215 is awarded to Smoky Lake County for the North Saskatchewan River Historic Research. Program staff will send you a separate letter outlining the terms and conditions of the grant.

As Minister of Culture, I am proud to support the work of individuals and organizations to preserve and promote awareness of Alberta's heritage. If you have any questions, please contact Matthew Wangler, Executive Director of the Historic Resources Management Branch, at 780-438-8503 (toll-free by first dialing 310-0000) or matthew.wangler@gov.ab.ca.

Thank you for your commitment to the preservation and appreciation of Alberta's heritage. I wish you all the best with your project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ron Orr'.

Ron Orr
Minister of Culture

cc: Glenn van Dijken, MLA
Athabasca-Barrhead-Westlock



Heritage Division
Historic Resources Management
Old St. Stephen's College
8820 - 112 Street
Edmonton, Alberta T6G 2P8
Canada
Telephone: 780-431-2300

July 11, 2022

Mr. Kyle Schole
Planning Technician
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Kyle Schole:

Re: North Saskatchewan River Historic Research – R22F-13

Further to the letter from the Honourable Ron Orr, Minister of Culture, I am pleased to provide the terms and conditions your grant awarded by the Heritage Preservation Partnership Program for the project referenced above.

Amount of grant approved	\$18,215
Approved project	Produce a database with digital copies of relevant archival sources; draft 10 ten short historical narratives describing key heritage features along the river and draft an interpretive plan detailing the types of future products that can be produced using the research materials.

This grant is bound by the provisions of the Community Development Grants Regulation and the Funding Agreement of your grant application. You have until **February 28, 2023** to complete your project, access the grant and complete reporting requirements. Any grant funds unclaimed after that date may be decommitted without prior notice.

Confirm the project's status and initiation date

Please contact the grant program office to confirm the status and initiation date of your project (contact information below). The full amount of your grant will be paid when this information is received.

How grant payments are issued

Funds will be issued by mailed cheque or by direct deposit (Electronic Fund Transfer). If you wish you to be paid by direct deposit but have not been set-up for one, please submit a voided cheque to csw.hppp@gov.ab.ca as soon as possible.

Submit final report

When the project is complete, please submit a final report with the following:

- Record of Project Expenses form listing eligible cash expenses and donated labour, materials, services or equipment for the project – A copy is attached. It is also available at <https://www.alberta.ca/assets/documents/cmsw-hppp-expenses-record-form.pdf>. You may also use the form as a guide.

- project outcomes and accomplishments, including:
 - summary of research findings
 - access to the database, historical narratives and draft of interpretive plan
 - current and/or future use of research findings
 - information on dissemination/distribution/public access
- how the Government of Alberta's financial support is publicly acknowledged

Funding recognition

The Heritage Preservation Partnership Program is the principal heritage funding program of the Government of Alberta. Please note that grant recipients are required to recognize provincial funding. If applicable, please include the Government of Alberta logo on recognition/marketing materials with the statement of acknowledgement, as follows: "This project was funded in part by the Government of Alberta." Contact the program office to secure a copy of the logo.

Send documents, responses, inquiries to the grant program office

Identify your project name and file number. Send paper or electronic copy of documents (in one PDF file if possible) to:

Carina Naranjilla
Grant Program Coordinator
Heritage Preservation Partnership Program
8820-112 Street, Edmonton AB T6G 2P8
csw.hppp@gov.ab.ca
780-431-2305 (toll-free by first dialling 310-0000)

Thank you for preserving and promoting awareness of Alberta's history.

Sincerely,



Matthew Wangler
Executive Director
Historic Resources Management

North Saskatchewan River – Historical Backgrounders

August 11, 2022

TO: Kyle Schole
Planning Technician
Smokey Lake County

FROM: Ashley Henrickson
Director of Outreach and
Partnerships
Know History Inc.

CC: Jordan Ruegg
Planning and Development Manager
Smokey Lake County

CC: Ryan Shackleton
CEO
Know History Inc.

Dear Kyle,

We were thrilled to see that the North Saskatchewan River has received designation as part of the Canadian Heritage Rivers Systems, congratulations on this huge accomplishment.

Below is a Historical Backgrounder that has been completed for Fort Saskatchewan and a budget to create 10 additional Backgrounders for other communities along the North Saskatchewan River. These documents are intended to provide contextual information to guide conversations during the upcoming community engagement sessions.

Budget

Phase	Cost
Project Start Up	\$540.00
Pre-Research	\$420.00
Research and Writing (10 additional Historical Backgrounders)	\$14,575.00
Copy Editing	\$1,350.00
Relief Map of NSR	\$1,830.00
Ongoing Project Management	\$1,455.00
Printing and Shipping	\$120.00
<i>Subtotal</i>	<i>\$20,290.00</i>
HST	\$1,014.50
Total	\$21,304.50

As part of the project, we have included 3D relief map of the North Saskatchewan River, similar to the map below. In addition to showing the geography of the area, this map will include the 11 locations highlighted in the project.



We are happy to continue to work with you to adjust the deliverable and workplan to ensure that they meet your needs.

Sincerely,

Ashley Henrickson
Director of Outreach and Partnerships
Know History Inc.



Fort Saskatchewan, Alberta. August 16, 1898. Credit: Geological Survey of Canada / Library and Archives Canada / PA-051443

Fort Saskatchewan

Historical Backgrounder prepared for the North
Saskatchewan Heritage River Initiative

August 11, 2022

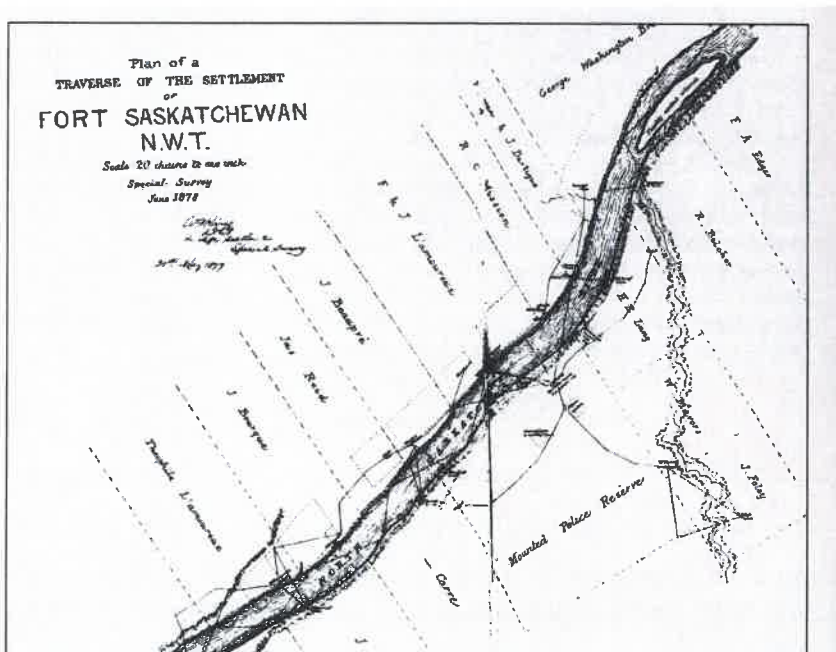
Know History
Historical Services

Fort Saskatchewan - Historic Overview

The present site of Fort Saskatchewan has been occupied by the Niitsitapi (Blackfoot) and Nehiyaw (Cree) peoples since time immemorial. First known as Birch Hills, the site was a boat-building encampment for both the Niitsitapi and Nehiyaw due to the abundance of birch trees and its proximity to the North Saskatchewan River, a major transportation route.

Europeans first explored the region in the mid-eighteenth century, looking to establish a western fur trade. It was not until 1795, however, that permanent trading posts were constructed at what is now Fort Saskatchewan. The first was Fort Augustus, built by the North West Company on the north bank of the North Saskatchewan River. Just months later, in the fall of 1795, the Hudson's Bay Company established its own fort, Edmonton House, adjacent to Fort Augustus. Both forts were abandoned and relocated within six years, as fur-bearing mammal populations were depleted, along with resources like firewood.

French Canadian settlement began in the 1870s, when the Lamoureux family began farming on river lots across from Fort Saskatchewan. The Lamoureux family also started a lumber mill and freighting business. More farmers arrived, and the settlement grew as a church, school, and various businesses were established.



Survey of 1878 of the Riverlot system of Fort Saskatchewan. Compare it to the more recent map above to see what changes there are (Dept. of Highways, Edmonton).

Figure 1. Survey of the Fort Saskatchewan settlement in 1878. The Lamoureux family's river lot can be seen on the far northwest side of the map. Credit: Department of Highways, Edmonton. Digital copy printed in Heinz Pyszczyk, Archaeology Guide and Tour of Greater Edmonton Area (Edmonton: Provincial Museum of Alberta, 1996), 55.

Much of this growth was spurred on by the arrival of the North West Mounted Police (NWMP). In 1875, seeking to establish law and order in the West, the NWMP built Sturgeon Creek Post, later renamed Fort Saskatchewan. Fort Saskatchewan was the NWMP's second fort, thus it played a significant role in the early establishment of the institution. Located on the south side of the river, the fort was surrounded by a tall palisade and consisted of a men's building, officers' quarters, guardroom, and horse stables. In 1885, the fort was expanded due to fear of conflict during the North West Resistance. It was expanded again in 1889 to become the NWMP's G Division headquarters.

The railroad through Fort Saskatchewan was completed by the Canadian Northern Railway in 1905. The line included a bridge across the North Saskatchewan River, offering residents and visitors an alternative to the ferry crossing, previously the only means of crossing the river. The railroad brought continued growth, as settlers from Canada and Europe sought new opportunities in the Canadian West.

In the 1910s, the NWMP relocated its G Division headquarters to Edmonton and sold its land at Fort Saskatchewan to the provincial government. The government used the land to construct a provincial jail and courthouse. Fort Saskatchewan grew around the jail and industries such as agriculture, nickel refinement, and chemical manufacturing.

North Saskatchewan River

The North Saskatchewan River has been integral to life in the Fort Saskatchewan area for thousands of years. Inhabitants have interacted with the river near Fort Saskatchewan in many ways.

- The Niitsitapi (Blackfoot) and Nehiyaw (Cree) built canoes at the confluence of the North Saskatchewan and Sturgeon Rivers. This was a popular canoe-building encampment because of the abundance of birch trees and the connection to both waterways. This was one of several locations along the North Saskatchewan that bore the name "Birch Hills," suggesting that the name may have been used broadly to refer to boat-building spots.
- Fort Augustus and Edmonton House were established along the riverbanks because they provided essential access to the river for travel, the transportation of goods, and subsistence.
- The NWMP selected Fort Saskatchewan for the site of its barracks due to the gentle slope of the riverbank (as opposed to the steep banks on the Edmonton side). They also anticipated that Fort Saskatchewan would be the crossing point of the transcontinental railway due to shallow water levels, as well as the suitability of the surrounding land for agriculture (versus the swampy land around Edmonton).
- French Canadian farmers settled in river lots on both sides of the North Saskatchewan, at Fort Saskatchewan and a few kilometers away at what is now Lamoureux.
- The river provided irrigation for farmers.
- The NWMP used the North Saskatchewan River to move soldiers and supplies, especially during the North West Resistance.

- The river was used for freighting, beginning with the Lamoureux brothers in the 1870s. Timber for building construction in Fort Saskatchewan was transported down the North Saskatchewan by raft.
- The Lamoureux brothers operated a ferry across the North Saskatchewan, bridging the gap between settlements on either side of the river until the railway bridge was built in 1905.
- In 1910, the town of Fort Saskatchewan built a hydroelectric dam on the Sturgeon River to provide electricity to homes and businesses. However, the dam lasted less than two years before being destroyed by the force of water.
- The river supplies the water necessary for the refining and manufacturing industries in Fort Saskatchewan.
- Recreationally, the river has been the site of annual boat races since 1966.
- From the 1880s to the 1920s, the hills along the river were used for sleighing in the winter.

Archival Research

Historical documents with additional information about the North Saskatchewan River.

Archive & Fonds	Date	Extent & Description
Hudson’s Bay Company, Edmonton Hudson’s Bay Company Archives	1795-1938	Records pertaining to the Hudson’s Bay Company’s Edmonton post. Includes records on the original Edmonton House post located across the river from what is now Fort Saskatchewan. Records include post journals, correspondence books, account books, and district reports.
Peter Fidler fonds Hudson’s Bay Company Archives	1790-1809	Consists of records created by Peter Fidler, a surveyor and officer of the Hudson’s Bay Company. Records include Fidler’s journals, surveys, and sketches created during his travels in the West, including what is now Fort Saskatchewan.
CN Images of Canada Collection Ingenium Archives (Canada Science and Technology Museum)	1850s-1999	Consists of images capturing the history and evolution of the Canadian National Railway and its predecessors.

<p>Royal Canadian Mounted Police fonds Library and Archives Canada</p>	<p>1868-1999</p>	<p>Records created and maintained by the Royal Canadian Mounted Police and its predecessors, including the North West Mounted Police. Includes textual records, photographs, architectural drawings, and maps. Contains a series dedicated to the NWMP and RCMP's G division, which was originally headquartered at Fort Saskatchewan. Annual reports and a large photograph collection also included.</p>
<p>Canadian National Railway fonds Library and Archives Canada</p>	<p>1825-1990s</p>	<p>Contains textual, photographic, and cartographic material created and maintained by Canadian National Railway and its predecessors.</p>
<p>Sydney Prior Hall fonds Library and Archives Canada</p>	<p>1878-1890</p>	<p>Consists of 313 sketches, paintings, and lithographs created by artist Sydney Prior Hall. This includes artwork produced during Hall's trip to the North West (including the North Saskatchewan River) alongside the Governor General in 1881.</p>
<p>Canadian National Railway Company fonds Provincial Archives of Alberta</p>	<p>1897-1999</p>	<p>Consists of textual, photographic, and cartographic records created by the Canadian National Railway and its predecessors.</p>
<p>Ernest Brown fonds Provincial Archives of Alberta</p>	<p>1759-1965; 1880-1960</p>	<p>Contains 11,000 photographs captured or collected by photographer Ernest Brown. Includes photographs of early settlement near Edmonton, including Fort Saskatchewan.</p>
<p>Lamoureux Family fonds Provincial Archives of Alberta</p>	<p>1860-1972</p>	<p>Contains photographs and textual records created by the Lamoureux family, the first French Canadian settlers in the area. The family was involved in the early establishment of the town of Fort Saskatchewan.</p>

<p>The Sir Samuel Steele Collection University of Alberta Libraries</p>	<p>1870-1978</p>	<p>Contains records created by Samuel Steele relating to the origins and early years of the North West Mounted Police. Includes journals, correspondence, photographs, and official documents.</p>
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Digital Assets



Figure 1. Fort Saskatchewan, Alberta. August 16, 1898. Credit: Geological Survey of Canada / Library and Archives Canada / PA-051443.



Figure 2. Fort Saskatchewan, Alberta. October 26, 1879. Credit: George M. Dawson / Library and Archives Canada / C-034237.

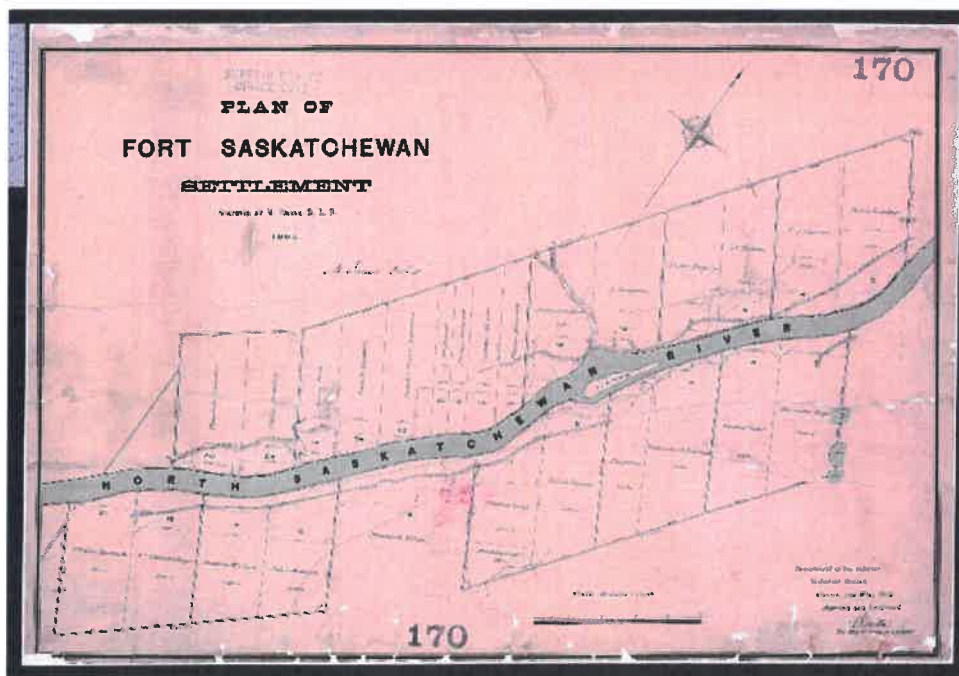


Figure 3. Plan of Fort Saskatchewan Settlement surveyed by M. Deane D.L.S. 1883. Credit: Library and Archives Canada / e011368895.



Figure 4. Fort Saskatchewan, circa 1900-1905. Credit: Galt Museum / Accession no. 19731724000-068.



Figure 5. C.N.R. Bridge, Fort Saskatchewan, Alberta, circa 1906. Credit: Peel's Prairie Provinces, Prairie Postcards / PC003653.



Figure 6. Bridge at Fort Saskatchewan, Alberta, circa 1912. Credit: Peel's Prairie Provinces, Prairie Postcards / PC0003652.

Sources Consulted

City of Fort Saskatchewan. "Your 2020 Guide to Fort Saskatchewan."

<https://www.fortsask.ca/en/things-to-do/resources/Documents/Your-Guide-to-Fort-Saskatchewan.pdf>.

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https://www.communitystories.ca/v1/pm_v2.php?id=exhibit_home&fl=0&lq=English&ex=0000465.

North Saskatchewan River Baskin Council. "Canadian Heritage Rivers: The North Saskatchewan River." 2017.

http://www.nsrbc.ca/mrws/filedriver/North_Sask_Heritage_River_Nomination.pdf.

North Saskatchewan Watershed Alliance. "Canadian Heritage Rivers System Background Study, North Saskatchewan River." 2005, <https://www.nswa.ab.ca/wp-content/uploads/2017/09/Heritage-River-Study-2005.pdf>.

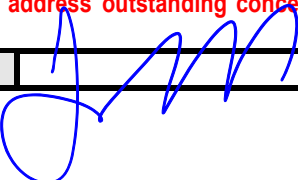
"Original Fort Saskatchewan North West Mounted Police Post." Alberta Register of Historic Places. <https://hermis.alberta.ca/ARHP/Details.aspx?DeptID=1&ObjectID=4665-0049>.

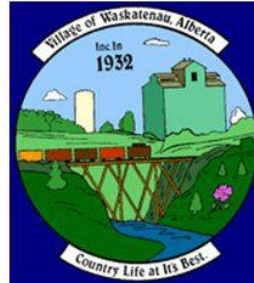
Pyszczyk Heinz. *Archaeology Guide and Tour of Greater Edmonton Area*. Edmonton: Provincial Museum of Alberta, 1996.

Ream, Peter T. *The Fort on the Saskatchewan*. Fort Saskatchewan: First United Church, 1957.

Steele, Samuel Benfield. *Forty Years in Canada: Reminiscences of the Great North-West*. Toronto: McClelland, Goodchild & Stewart Ltd., 1915.

REQUEST FOR DECISION		DATE	August 25, 2022	4.9
TOPIC	Bylaw No.1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54.			
PROPOSAL	<ul style="list-style-type: none"> To give First Reading to proposed Bylaw 1421:22: <i>Waskatenau Intermunicipal Water and Wastewater Servicing Agreement</i> 			
BACKGROUND	<ul style="list-style-type: none"> At the January 27, 2022 Smoky Lake County Council meeting, Council adopted a motion to sell the lands legally described as Plan 5225CL; OT (former Waskatenau Nuisance Grounds). The purchasers of said lands have proposed a commercial development for the site, which is congruent with Land Use Bylaw 1272-14 & Municipal Development Plan 1249-12. The subject lands are also located within the “Serviced Commercial” Future Land Use Area of Intermunicipal Development Plan Bylaw No. 1304-17. Pursuant to Section 3.4.4 of Bylaw No. 1304-17, new commercial developments that are on parcels located within the “Serviced Commercial” Area are required to be connected to municipal piped sanitary sewer and water services. These required services do not exist within the County, therefore, in order to ensure compliance with Section 3.4.4., commercial developments are required to connect to piped water and sanitary sewer services that are provided by the Village of Waskatenau. Pursuant to Section 54(1)(a) of the <i>Municipal Government Act</i>, the Village can only provide services outside its municipal boundaries with the approval of Smoky Lake County. In addition to the subject lands, there are other parcels of land within Smoky Lake County that are currently connected to Village-provided services, without existing agreements, and both the Village and County believe that it would be prudent to address the provision of these services to these other properties at the same time. Legal counsel has recommended that the Agreement be formally adopted by bylaw, with the Agreement and Schedules of said Agreement being appended to the Bylaw. Identical bylaws will need to be adopted by each respective Council. Pursuant to Section 12 of the MGA, in order to ensure that utility rates imposed within the Village's Utility Bylaw(s) are validly imposed on non-residents, the Village and the County must not only enter into an agreement that allows for this, but also pass bylaws to permit the Village's Bylaw to apply within the County. <u>May 30, 2022 – Meeting with Village of Waskatenau and Brownlee LLP</u> A meeting was held with the CAO of the Village of Waskatenau and representatives from Brownlee LLP to discuss the contents of an Agreement between the two municipalities and the preparation of Bylaws for each municipality that will allow the agreement to come into effect. <u>July 18, 2022 – Draft Agreement/Bylaws Received from Brownlee LLP</u> The County and Village received the draft Agreement and Bylaws from Brownlee for review <u>August 3, 2022 – Meeting between Smoky Lake County and Village of Waskatenau</u> A meeting was held to discuss the draft Agreement and Bylaws to identify changes to the Agreement to ensure that the objectives of both the County and the Village are met. At this meeting it was determined that several changes would likely be necessary to simplify the Agreement. A meeting will be scheduled with the Village and representatives of Brownlee LLP to discuss the proposed changes prior to Second Reading of proposed Bylaw No. 1421-22. A copy of the draft Agreement is attached for reference. © Attachment 1 A copy of proposed Bylaw No. 1421-22 is attached for reference. © Attachment 2 			

CORRELATION TO BUSINESS (STRATEGIC) PLAN	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><u>Intermunicipal Development Plan Bylaw No. 1304-17</u></p> <p>Section 3.4.4 “All new commercial development within the service commercial area shall be connected to municipal piped sanitary sewer and water services.”</p> <p><u>Municipal Government Act, R.S.A., 2000 C. M-26</u></p> <p>Scope of Bylaws – Geographic area of bylaws Section 12 “A bylaw of a municipality applies only inside its boundaries unless (a) one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement</p> <p>Providing Services in Other Areas Section 54(1) “A municipality may provide outside its municipal boundaries any service or thing that it provides within its municipal boundaries (a) in another municipality, but only with the agreement of the other municipality</p>
BENEFITS	<ul style="list-style-type: none"> • Ensure compliance with Smoky Lake County Intermunicipal Development Plan Bylaw No.1304-17. • Formalize the existing provision of Village-provided municipal services to ensure compliance with the <i>Municipal Government Act</i>. • Provide prospective developers with greater clarity and certainty regarding the provision of municipal services within the Plan Area of Smoky Lake County Intermunicipal Development Plan Bylaw No.1304-17.
DISADVANTAGES	<ul style="list-style-type: none"> • Nil.
ALTERNATIVES	<ul style="list-style-type: none"> • Appoint a different legal counsel than Brownlee to act as the County’s representation and to draft the Intermunicipal Servicing Agreement.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • The Village of Waskatenau will also have to consent to the proposed Agreement/Bylaws
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p>RECOMMENDATION:</p> <p>That Smoky Lake County Council give First Reading to Bylaw No.1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement, and to instruct administration to meet with the Village of Waskatenau and Brownlee LLP to make revisions to the draft Agreement to address outstanding concerns and issues, prior to consideration of Second Reading.</p>	
CHIEF ADMINISTRATIVE OFFICER	



SECTION 54 AGREEMENT

INTERMUNICIPAL WATER AND WASTE WATER SERVICING

SMOKY LAKE COUNTY

and

VILLAGE OF WASKATENAU

THIS AGREEMENT dated for reference the ____ day of _____, 2022.

BETWEEN:

SMOKY LAKE COUNTY
a municipal corporation created under the laws
of the Province of Alberta
(the "**County**")

AND:

VILLAGE OF WASKATENAU
a corporation incorporated under the laws of the
Province of Alberta
(the "**Village**")

WHEREAS:

- A.** Pursuant to Section 54 of the MGA, a municipality may provide, within the boundaries of another municipality, any service that it provides within its municipal boundaries, but only with the agreement of the other municipality;
- B.** Section 12 of the MGA provides that a bylaw of a municipality applies only inside its boundaries unless one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement;
- C.** The Village wishes to provide the Services to the Service Area under this Agreement;
- D.** The County wishes to make provision for the supply of the Services by the Village within the Service Area;
- E.** The parties desire to document their respective rights and obligations hereunder with respect to the foregoing;

NOW THEREFORE in consideration of the promises exchanged in this Agreement and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the County and the Village), the County and the Village covenant and agree with each other as follows:

1. INTERPRETATION

1.1 Defined Terms

The definitions set forth in

SCHEDULE A (Definitions) to this Agreement shall govern the meaning of all defined terms used in this Agreement, unless there is something in the subject matter or context that is expressly inconsistent therewith.

1.2 Construction and Interpretation

In this Agreement, including the recitals, Schedules and appendices to this Agreement, except where expressly stated to the contrary or the context otherwise requires, the construction and interpretation of provisions shall be in accordance with SCHEDULE B (Interpretation and General Contractual Terms).

1.3 Schedules

All Schedules are included in and form part of this Agreement.

2. PURPOSE AND LEGAL RELATIONSHIP

2.1 Purpose of the Agreement

The purpose of this Agreement is to provide to the Village the right to supply the Services within the Service Area and, subject to agreement between the Parties, within other areas of the County, together with such additional rights needed to carry out the delivery of the Services.

2.2 No Joint Venture

No partnership, joint venture, employment, fiduciary or agency relationship is created between the Village and the County by this Agreement or under this Agreement and for all intents and purposes the Village shall be deemed to be an independent contractor and owner/operator and not the servant, employee, partner, or agent of the County. All personnel employed by the Village to provide the Services are at all times the employees of the Village and not of the County. The Village is solely responsible for arranging all matters arising out of the relationship of employer and employee.

3. GRANT AND TERM

3.1 Authority to Provide Services

Subject to all Applicable Laws and the terms and conditions of this Agreement, the County hereby grants to the Village the right to provide the Services within the Service Area throughout the Term, subject always to the limits, exclusions or exceptions contemplated within this Agreement.

3.2 Expansion of Service Area

Subject to the prior written consent of the County, which consent may be withheld and/or be subject to the planning, development and utility servicing discretions of the County, the Village may (but shall not be obligated) provide the Services to lands located outside of the Service Area on a non-exclusive basis. Upon providing Services outside the Service Area, the Village shall comply with the requirements of this Agreement.

3.3 Term

The Term of this Agreement will commence on the Effective Date and will continue until the Termination Date unless renewed or replaced as contemplated within Section 3.4.

3.4 Renewal

Not less than twenty-four (24) months prior to the expiration of the Term, the Parties shall meet to discuss their respective intentions and requirements with respect to renewal, replacement or expiration of this Agreement. The Parties shall thereafter meet as often and as many times as is reasonably required in order to determine each Party's intentions and/or willingness to renew, replace, or let this Agreement expire, which determination shall be made not less than twelve (12) months prior to the expiration of the Term.

3.5 Conditions

Notwithstanding anything set forth herein, this Agreement (save and except this Section 3.5) shall not become effective or be of any force or effect until the day following the satisfaction of the following conditions (such date being the "**Effective Date**"):

- (a) Council for the Village has given third reading to a bylaw approving this Agreement and providing for the provision of Services by the Village within the Service Area and the application of the Village Utility Bylaws within the boundaries of the County, as contemplated within this Agreement, which bylaw shall be in form and substance satisfactory to the Village and the County; and
- (b) Council for the County has given third reading to a bylaw approving this Agreement and providing for the provision of Services by the Village within the Service Area and the application of the Village's Utility Bylaws within the boundaries of the County, as contemplated within this Agreement, which bylaw shall be in form and substance satisfactory to the Village and the County; and
- (a) the completion of the design, construction and funding of the additions to the Facilities required in order to provide the Services to the Service Area; and
- (b) the County granting to the Village, and the Village continuing to be able to exercise, such road license(s), crossing agreements, license(s) of easement area(s), and/or right(s) of way rights as may be necessary to permit the Village to construct, operate and maintain all Village Facilities within lands owned by the County, under the direction, control or management of the County, or subject to easement or utility right of way in favour of the County, allowing for the continued operation of the Services by the Village, in order to carry out the provisions of this Agreement.

3.6 Village Utility Bylaws Apply Within Service Area

In accordance with Section 12 of the MGA, the County agrees that, to the extent authorized under the MGA and to the extent necessary so as to allow the Village to provide the Services, the Village Utility Bylaws shall apply and have effect within the Service Area, being an area within the geographic boundaries of the County.

4. THE SERVICING RESPONSIBILITY

4.1 Operation and Services

Subject to the further provisions of this Agreement, the Village shall be solely and exclusively responsible for coordinating the commencement of the Services and the provision of the Services within the Service Area and where applicable outside the Service Area all on the terms and conditions set forth in

this Agreement. Without restricting the generality of the foregoing, the Village shall be fully responsible for:

- (a) Operation and Maintenance of all parts of the Facilities in accordance with the operating plans and specifications contemplated within this Agreement;
- (b) all funding and/or financing of the performance of the Operation and Maintenance;
- (c) the provision of the Services to in accordance with all Regulatory Requirements;
- (d) the provision of the Services, to all Consumers who have contracted with the Village for the provision of Services in accordance with such contractual terms and all Regulatory Requirements;
- (e) all billing and collections for or in respect of the provision of the Services; and
- (f) ensuring that all of the operators and sub-contractors supplying goods and/or services for all or any portion of the Operation and Maintenance are competent and qualified, and perform all Operation and Maintenance in accordance with the provisions of this Agreement;

all in accordance with the provisions of SCHEDULE G (Operation, Maintenance and Services).

4.2 AUC Regulation

In the event of a change in laws which has the effect of triggering the jurisdiction of the AUC as a result of the servicing arrangement contemplated within this Agreement, the County agrees to, upon the written request of the Village from time to time, use reasonable efforts to take all necessary steps, and to cooperate in all regulatory hearings in order to support or otherwise carry out the terms, covenants and conditions of this Agreement subject to:

- (i) any limitations or conditions imposed by any Applicable Law or regulatory authority having authority over the County; and
- (ii) in the case of participation at regulatory hearings, each Party's costs of such attendance being the responsibility of that respective Party; and
- (iii) provided always that in no event shall the foregoing limit or restrict the County or Council from disagreeing with positions taken by the Village before the AUC or in submissions thereto, as to matters not otherwise specifically agreed upon within this Agreement.

4.3 Ownership of Assets

The County acknowledges that the Facilities, and any additions thereto, are the sole property and responsibility of the Village.

4.4 Operating Permits

- (a) The Village shall ensure that the Village has obtained, and once obtained continues to maintain, any and all such permissions, approvals, agreements and licenses necessary to ensure that the Village has access to, and is entitled to divert and utilize, any and all such

allocations of ground water and/or surface water as necessary to perform and carry out the obligations of the Village under this Agreement.

- (b) Without in any manner whatsoever restricting any statutory power, duty, or other discretion reserved or otherwise assigned to the County or Council, the County shall provide the Village with such reasonable cooperation in pursuit of all Operating Permits or any requisite extension, renewal or modification thereof or replacement therefor as the County is legally authorized and able to provide from time to time.
- (c) The Village shall promptly provide to the County copies of all Operating Permits relating to the Facilities, and amendments, extensions or renewals thereof, when issued to the Village.
- (d) The Village shall promptly notify the County of any orders received by the Village in relation to an Operating Permit.

4.5 Contractors

The Village has proposed the Village's own departments and staff will provide all Operations and Maintenance, and will not currently be contracting a separate operator.

5. THE OPERATION AND MAINTENANCE RESPONSIBILITY

5.1 Operation and Maintenance and Services

In carrying out all Operation and Maintenance and the provision of the Services, the Village shall:

- (a) **Insurance** – provide the County with written confirmation of the insurance coverage required under this Agreement and in accordance with the provisions of **Error! Reference source not found.** (Insurance Requirements);
- (b) **Permits and Approvals** – obtain and maintain any and all Operating Permits required in relation to the Operation and Maintenance of the Facilities, and the provision of the Services, as required by Applicable Law;
- (c) **General Operation** – undertake the Operation and Maintenance of the Facilities and provide the Services in accordance with the provisions of SCHEDULE (Operation, Maintenance and Services), as applicable;
- (d) **Financial Operations** – comply with the provisions of **Error! Reference source not found.** (Financial Operations); and
- (e) **Records & Reports** – maintain all records and reports respecting the Facilities and the Services required by Applicable Laws, and comply with all FOIPP Act and PIPA requirements.

The foregoing matters shall be more particularly described, depicted, and governed by the provisions of this Agreement identified above, and the provisions of the respective Schedule identified and applicable to the item and obligation noted above.

5.2 County's Representatives

The following will apply with respect to the appointment and authority of the County's Representative:

- (a) the County's Representative will be the Person appointed by the County by Notice to the Village under this Agreement;
- (b) the Village's Representative will be entitled to treat any act of the County's Representative in connection with this Agreement as being expressly authorized by the County and the Village and the Village's Representative will not be required to determine whether any express authority has in fact been given; and
- (c) notwithstanding anything set forth in this Section 5.2, the County's Representative shall be deemed not to have the authority to bind the County, to modify or amend this Agreement, or to waive any provision of this Agreement.

5.3 Utility's Representative

The following will apply with respect to the appointment and authority of the Village's Representative:

- (a) the Village's Representative will be the Person appointed by the Village by Notice to the County under this Agreement;
- (b) the County's Representative will be entitled to treat any act of the Village's Representative in connection with this Agreement as being expressly authorized by the Village and the County and the County's Representative will not be required to determine whether any express authority has in fact been given; and
- (c) notwithstanding anything set forth in this Section 5.3, the Village's Representative shall be deemed not to have the authority to bind the Village, to modify or amend this Agreement, or to waive any provision of this Agreement.

6. REPRESENTATIONS AND WARRANTIES

6.1 Representations and Warranties of the Village

The Village represents and warrants to the County that, as of the date of this Agreement, each of the following statements is accurate:

- (a) the Village has full power and capacity to enter into and carry out the transactions contemplated by and duly observe and perform all its obligations contained in this Agreement and all documents, instruments and agreements required to be executed and delivered by the Village pursuant to this Agreement;
- (b) the Village holds all permits, licenses, consents, authorizations, and authorities issued by any level of government or any agency of government, that are required by Law to conduct its business, and all required third party consents to the execution by the Village of, and performance of its obligations under, this Agreement have been received;

- (c) the Village has carried out all reasonable due diligence and has made all such reasonable investigations and assessments prior to entering into this Agreement to satisfy itself as to the nature and extent of the rights acquired by it and the risks assumed by it hereunder, and in doing so the Village's investigations have been based on its own examination, knowledge, information and judgment and not upon any statement, representation, or information made or given by the County except as expressly set forth in this Agreement.

6.2 Representations and Warranties of the County

The County represents and warrants to the Village that, as of the date of this Agreement, each of the following statements is accurate:

- (a) the County has full power and capacity to enter into, carry out the transactions contemplated by and duly observe and perform all its obligations contained in this Agreement and all documents, instruments and agreements required to be executed and delivered by the County pursuant to this Agreement; and
- (b) all required third party consents to the execution by the County of, and performance of its obligations under, this Agreement have been received.

6.3 Reliance and Survival

Notwithstanding any investigations made by a Party or anything else contained in any of the documents provided by each Party to the other, each Party expressly acknowledges and agrees that it has entered into this Agreement in reliance upon the representations and warranties given herein by the other Party. All representations and warranties in this Article 6 shall be given as of the date of this Agreement only, although such representations and warranties, and the indemnity provided in Section 8.1(e) or 8.2(d), as the case may be, shall survive the execution and delivery of this Agreement, to the extent that any such representation or warranty was false or inaccurate as of the date of this Agreement.

7. INSURANCE, DAMAGE AND DESTRUCTION AND BONDING

7.1 Utility's Insurance

The Village will obtain and maintain the insurance coverage specified to be the responsibility of the Village and described in **Error! Reference source not found.** (Insurance Requirements), and in all cases subject to and in accordance with the provisions of **Error! Reference source not found.** (Insurance Requirements).

7.2 Agreement Not Affected by Damage or Destruction

Except as otherwise expressly provided in this Agreement, the partial destruction or damage or complete destruction by fire or other casualty of the Facilities will not terminate this Agreement, nor entitle the Village to surrender possession of or to abandon the Facilities.

7.3 Utility's Obligations – Damage or Partial Destruction

If the Facilities are damaged or partially destroyed, the Village will repair, replace or restore any part of the Facilities so damaged or destroyed as soon as reasonably practicable. To the extent that any Operation and Maintenance of the Facilities and/or delivery of the Services are impaired by such damage

or partial destruction, the Village shall implement the provisions and contingencies of the Village's Emergency Response Plan.

7.4 Utility's Obligations – Complete or Substantial Destruction

If the Facilities are completely or substantially destroyed, the Village will:

- (a) as soon as practicable (and in any event, within sixty (60) days of the occurrence of the complete or substantial destruction, and before undertaking any material remedial work) provide the County with a report (the "**Restoration Report**") as to the extent of the damage and the cost and proposed construction timetable to repair, replace or restore the Facilities and the Services; and
- (b) implement the provisions and contingencies of the Village's Emergency Response Plan;

and thereafter, utilize all reasonable commercial efforts to repair, replace or restore the Facilities and the Services in accordance with the Restoration Report and this Agreement.

7.5 Standards of Replacement, Repair or Reconstruction

Any replacement, repair, or reconstruction of the Facilities or any part thereof pursuant to the provisions of Sections 7.3 or 7.4 will be made or done in compliance with the operating plans and specifications contained within SCHEDULE (Operation, Maintenance and Services), subject to any agreement made between the County and the Village to revise the operating plans and specifications as they pertain to any replacement, repaired or reconstructed Facilities.

7.6 Right to Repair and Receive Insurance Proceeds

If the Village fails to undertake or complete the repair, replacement or restoration of the Facilities in accordance with its obligation under Section 7.3 or 7.4, as the case may be, such that the Village's conduct constitutes an Event of Default and all notice periods and cure periods in respect of such Event of Default have expired such that the County is entitled to pursue its remedies in respect of such Event of Default, the County shall be entitled, in addition to all remedies available to the County, to effect such restoration, reconstruction or replacement and all Insurance Proceeds shall be applied thereto and all other costs or expenses associated with the restoration, reconstruction or replacement shall be borne in the same manner as would have been the case had the Village effected such restoration, reconstruction or replacement.

7.7 Replacement Insurance

If the Village at any time during the Term fails to obtain and maintain all or any part of the insurance coverage that the Village is required to obtain and maintain pursuant to this Agreement, then the County may (but shall not be obligated to) obtain and maintain such insurance coverage as was required to be maintained by the Village (and to the extent reasonably possible, such coverage shall be obtained on the same terms and conditions, including amounts, deductibles and term of coverage, as was required to be maintained by the Village) and the Village shall pay to the County, within thirty (30) days of receiving an invoice, such amounts as the County has reasonably incurred in order to obtain and maintain such insurance.

8. INDEMNITY

8.1 Utility's Indemnities to the County

Subject to the terms of this Agreement, the Village will indemnify and keep the County and the County Indemnified Parties indemnified at all times from and against all losses that any of them may sustain in connection with:

- (a) any Claim arising out of, or in the course of, the Operation and Maintenance or the provision of the Services:
 - (i) for, or in respect of, the death or personal injury of any Person;
 - (ii) made by one or more third parties (including Claims for direct economic loss);
 - (iii) for any loss of or physical damage to property or assets of the County or any other Person; or
 - (iv) by one or more third parties arising by reason of any aspect of the Facilities infringing, or being alleged to infringe, the intellectual property rights of any Person;

in each case arising by reason of any:

- (v) negligent act or omission of;
- (vi) willful misconduct of; or
- (vii) breach of any of the express provisions of this Agreement by;
 - the Village or any Person for whom the Village is responsible under Section 5.3;
- (b) the Hazardous Substances for which the Village is responsible;
- (c) non-compliance by the Village with any of its obligations under any Applicable Law;
- (d) non-compliance by the Village with any of its obligations to the County under this Agreement, except to the extent such non-compliance is excused in accordance with the provisions of Article 9 as a result of an event of Force Majeure; and
- (e) any breach of any representation or warranty of the Village to the County under this Agreement;

except in each case to the extent caused (or contributed to) by the breach of any express provision of this Agreement by the County or any negligent act, omission or willful misconduct of the County or any Person for whom the County is responsible under Section 5.2.

8.2 County's Indemnities to the Village

Subject to the terms of this Agreement, the County will indemnify and keep the Village and the Utility Indemnified Parties indemnified at all times from and against all losses that any of them may sustain in connection with:

-
- (a) any Claim arising out of, or in the course of, the Operation and Maintenance or the provision of the Services:
- (i) for, or in respect of, the death or personal injury of any Person;
 - (ii) made by one or more third parties (including Claims for direct economic loss);
 - (iii) for any loss of or physical damage to the Facilities or to the property or assets of the Village or any other Person;
- in each case arising by reason of any:
- (iv) negligent act or omission of;
 - (v) willful misconduct of; or
 - (vi) breach of any of the express provisions of this Agreement by;
- the County or any Person for whom the County is responsible under Section 5.2;
- (b) non-compliance by the County with any of its obligations under any Applicable Law;
- (c) non-compliance by the County with any of its obligations to the Village under this Agreement, except to the extent such non-compliance is excused in accordance with the provisions of Article 10 as a result of an event of Force Majeure; and
- (d) any breach of any representation or warranty of the County to the Village under this Agreement;

except in each case to the extent caused (or contributed to) by the breach of any express provision of this Agreement by the Village or any negligent act, omission or willful misconduct of the Village or any Person for whom the Village is responsible under Section 5.3.

8.3 Reliance

This Article 8 may be relied upon by the County Indemnified Parties and Utility Indemnified Parties and may be enforced directly by any of them against the Party providing an indemnity hereunder in their favour in the same manner and to the same extent as if pursuant to a direct contractual indemnity between them and the Party providing the indemnity.

8.4 Notice of Indemnified Claims

Any Party receiving a Claim for which it appears that such Party is or may become entitled to indemnification pursuant to this Article 8 shall, as soon as reasonably practicable, and in any event within ten (10) days of receipt of the Claim, give Notice to the other Party. Such Notice shall specify with reasonable particularity, to the extent known, the factual basis for the Claim and the amount of the Claim. Any failure by a Party to notify the other Party of a Claim hereunder shall not relieve such other Party of any liability it may have hereunder, except to the extent such Party demonstrates that it has been prejudiced by the failure to receive proper Notice.

8.5 Mitigation

For greater certainty, notwithstanding that any Party (including, for purposes of this Section, any County Indemnified Parties, and Utility Indemnified Parties) may have a claim for indemnity pursuant to this Agreement, such claim for indemnity shall not lessen any obligation such Party may have to take reasonable steps to mitigate the circumstances which give rise to the claim for indemnity.

9. FORCE MAJEURE

9.1 Relief from Obligations

Subject to the remainder of this Article 9, if the occurrence of an event of Force Majeure prevents either Party from performing any of its obligations under this Agreement (including in respect to the provision of the Services and the Operation and Maintenance), then the said Party shall be entitled to relief from the performance of such obligations hereunder shall be extended to the extent required as a consequence of such event of Force Majeure as applicable, provided that no such relief may be claimed in respect of any obligation to make any payments or pay other amounts that may from time to time become owing hereunder. Without limitation to the foregoing, any date or period of time by or within which this Agreement stipulates that an obligation is to be performed or fulfilled shall, where a Party is entitled to an extension or relief from the performance of such obligation as aforesaid, be deemed to be extended on a day for day basis for each day during which such Party is entitled to such extension or relief or such longer period as may be appropriate in the circumstances.

9.2 Mitigation

If either Party is (or claims to be) affected by an event of Force Majeure:

- (a) the Party will use commercially reasonable efforts to mitigate the consequences of such event upon the performance of any of its material obligations under this Agreement, and resume performance of its obligations affected by the event of Force Majeure as soon as practicable and use all commercially reasonable efforts to remedy its failure to perform;
- (b) if the Party claiming relief is the Village, without restricting any of the foregoing to the extent that any Operation and Maintenance of the Facilities and/or delivery of the Services is impaired by such event of Force Majeure, the Village shall implement the provisions and contingencies of the Village's Emergency Response Plan; and
- (c) the Party will not be relieved from liability under this Agreement to the extent that it did not, or was not able to, perform its obligations under this Agreement due to its failure to comply with Section 9.2(a).

9.3 Information Supporting Relief Claimed

After the occurrence of an event of Force Majeure, the Party claiming relief shall:

- (a) as soon as practicable (making all reasonable efforts to do so within five (5) Business Days) after it has knowledge of the relevant event of Force Majeure, give to the other Party an initial Notice of the event of Force Majeure, which initial Notice will give sufficient details to identify the particular event claimed to be an event of Force Majeure, its consequences and the nature of the relief claimed;

- (b) deliver a subsequent Notice to the other Party as soon as practicable (making all reasonable efforts to do so within a further five (5) Business Days) which will contain such relevant information relating to the failure to perform (or delay in performing) as is available, including the effect of the event of Force Majeure on the ability of the said Party to perform, the action being taken in accordance with Section 9.2, the date of the occurrence of the event of Force Majeure and an estimate of the period of time required to overcome it or its effects; and
- (c) if, following the issue of any such Notice, the Party claiming relief receives or becomes aware of any further information relating to the event of Force Majeure (or any failure to perform), it will submit such further information to the other Party as soon as reasonably possible.

9.4 Notice of Resumption

The Party claiming relief will give Notice to the other Party as soon as the consequences of the event of Force Majeure have ceased and when performance of its affected obligations can be resumed.

9.5 Unresolved Event of Force Majeure

If an event of Force Majeure has prevented the performance of all or a material portion of the obligations of a Party or otherwise prevented a Party from being in compliance with this Agreement (other than in relation to any obligation to make payments or pay other amounts that may from time to time become owing hereunder) for a period of one hundred eighty (180) days or more, the Parties will endeavour to agree on modifications to this Agreement which may be equitable having regard to the nature of the event of Force Majeure, and taking into account any failure by the parties to give Notice or implement mitigation measures as required by this Article 9.

10. UTILITY DEFAULT

10.1 Event of Default

For the purposes of this Agreement, "**Event of Default**" means any of the following events or circumstances:

- (a) if the Village fails to perform or observe any material term, condition, covenant or undertaking to the County contained in this Agreement (other than in furtherance of compliance with Applicable Laws, or pursuant to the exercise of and in accordance with a right of suspension or termination provided for by this Agreement, or in circumstances where the Village is entitled to relief from the performance of its obligations in accordance with Article 9) and such failure materially and adversely affects the performance of the Operation and Maintenance or the delivery of the Services;
- (b) if any material representation or warranty made by the Village to the County in this Agreement is incorrect in any material respect when made or deemed made, and such incorrect representation or warranty materially and adversely affects the performance of the Operation and Maintenance or the delivery of the Services;
- (c) if the Village commits any material breach of the terms of any Operating Permit, and such breach materially and adversely affects the performance of the Operation and Maintenance or the delivery of the Services;

- (d) if the Village abandons the Operation and Maintenance or ceases the delivery of the Services (other than in furtherance of compliance with Applicable Laws, or pursuant to the exercise of and in accordance with a right of suspension or termination provided for by this Agreement, or in circumstances where the Village is entitled to relief from the performance of its obligations in accordance with Article 9);
- (e) if any of the following events occurs in respect of the Village:
 - (i) a receiver, receiver manager or other encumbrance holder taking possession of or being appointed over, or any distress, execution or other process being levied or enforced upon, the whole or any material part of the assets of the Village and such appointment, execution or process is not set aside, vacated, discharged or abandoned within thirty (30) days;
 - (ii) the Village ceasing to carry on utility operations;
 - (iii) a petition being filed (and not being contested in good faith using all reasonable efforts), or a resolution being passed or an order being made for the winding-up, liquidation or dissolution of the Village;
- (f) if the Village provides the Services, or any portion thereof, or services which are the same as, related or similar to the Services, to any Person for the purposes of servicing lands located outside of the Service Area except where the prior written approval of the County, where required pursuant to the provisions of this Agreement, has been obtained; or
- (g) if the Village fails to obtain or maintain any of the Water Licences as and when required within Section 4.4(a) of this Agreement; or
- (h) if the Village sells, transfers or disposes of the Facilities or any material portion thereof to any Person without the prior written approval of the County.

10.2 Notification

The Village will, promptly on becoming aware of its occurrence, give Notice to the County of the occurrence and details of any Event of Default.

10.3 Notice of Default or Termination

After the occurrence of an Event of Default and while it is subsisting, the County may:

- (a) in the case of an Event of Default referred to in Section 10.1(a), 10.1(b), 10.1(c), 10.1(d), 10.1(f), 10.1(g) or 10.1(h) unless Section 10.3(b) applies to such Event of Default, deliver a Notice of default on the Village, specifying in reasonable detail the type and nature of the default, requiring the Village to remedy the Event of Default referred to in such Notice (if it is continuing) within ten (10) Business Days following the delivery of such Notice of default;
- (b) in the case of an Event of Default referred to in Section 10.1(a), 10.1(b), 10.1(c), 10.1(d), 10.1(f), 10.1(g) or 10.1(h) which, due to the type and/or nature of the default is not reasonably capable of being rectified within ten (10) Business Days following delivery of a Notice of default, deliver a Notice of default on the Village, specifying in reasonable

detail the type and nature of the default, requiring the Village to prepare and present to the County within ten (10) Business Days following such Notice of default a plan for rectifying the default (including alternative deadlines for rectification and the reasons for such deadlines) for approval by the County; or

- (c) in the case of an Event of Default referred to in Section 10.1(e), terminate this Agreement in its entirety (subject always to Section 13.3) by Notice to the Village having immediate effect.

10.4 Right to Perform

If an Event of Default in respect to which a Notice of default has been delivered pursuant to Section 10.3(a) is not remedied before the expiry of the applicable rectification period then, in addition to any and all other remedies that may be available to the County the County shall have the right to perform and otherwise correct and remedy any such obligations of the Village in default. Any and all costs incurred by the County in carrying out the rectification of the Village's obligations in default shall be due and payable by the Village upon demand.

10.5 County Termination Right

If:

- (a) an Event of Default that is the subject of a Notice of default served under Section 10.3(a) is not remedied before the expiry of the applicable rectification period; or
- (b) the Village fails to present a rectification plan in respect of an Event of Default that is the subject of a Notice of default served under Section 10.3(b); or
- (c) the Village fails to perform a rectification plan presented by the Village and approved by the County in respect of an Event of Default that is the subject of a Notice of default served under Section 10.3(b) (other than pursuant to compliance with Applicable Laws, or the exercise of and in accordance with a right of suspension or termination provided for by this Agreement or in circumstances where the Village is entitled to relief from the performance of its obligations in accordance with Article 9);

then the County may terminate this Agreement in its entirety (subject always to Section 13.3) by Notice to the Village with immediate effect.

10.6 County Costs

The Village will reimburse the County for all reasonable costs incurred by the County in exercising any of its rights (including any actual legal expenses) under this Article 10.

10.7 Continued Effect – No Waiver

Notwithstanding any right of termination provided for in this Agreement arising from the breach of this Agreement by the Village, and without prejudice to any other rights which the County may have in relation to it, the County may elect to continue to treat this Agreement as being in full force and effect and to enforce its rights under this Agreement. The failure of the County to exercise any right under this Agreement, including any right to terminate this Agreement and any right to claim damages, will not be deemed a waiver of such right for any continuing or subsequent breach.

10.8 Remedies Cumulative

- (a) The rights and remedies of the Parties under this Agreement are cumulative and are in addition to and not in substitution for any other rights and remedies available pursuant to Applicable Law or in equity or otherwise.
- (b) A Party will not be prevented from enforcing a right or remedy on the basis that another right or remedy hereunder deals with the same or similar subject matter.
- (c) No single or partial exercise by a Party of any right or remedy precludes or otherwise affects the exercise of any other right or remedy to which that Party may be entitled.

11. CONFIDENTIALITY**11.1 Use and Disclosure of Confidential Information**

Each Party will hold in confidence any Confidential Information received from the other Party, provided that the provisions of this Section 11.1 will not restrict either Party from disclosing or granting access to such information to its professional advisers and consultants, to the extent necessary, to enable it to perform (or cause to be performed) or to enforce its rights or obligations under this Agreement, and provided further that the Village may, subject to obtaining undertakings in respect to confidentiality similar to those set out in this Agreement, or cause to be provided to other third parties, documents and other information which are necessary or useful for the Village's performance of its obligations under this Agreement.

11.2 Exceptions

Subject to any restrictions on the Confidential Information which are imposed by a third party that may own any Confidential Information, the obligation to maintain the confidentiality of the Confidential Information does not apply to Confidential Information:

- (a) which the Party disclosing the Confidential Information confirms in writing is not required to be treated as Confidential Information; or
- (b) which is or comes into the public domain otherwise than through any disclosure prohibited by this Agreement; or
- (c) to the extent any Person is required to disclose such Confidential Information by Applicable Laws; or
- (d) to the extent consistent with any County policy concerning the County's Confidential Information, the details of which have been provided to the Village in writing prior to the disclosure; or
- (e) as the County may be entitled to receive from the Village pursuant to this Agreement in the event of, or following, termination of this Agreement.
- (f) where the disclosing Party has consented to the disclosure of the Confidential Information.

11.3 Freedom of Information and Protection of Privacy Act

The Parties each acknowledges the Village and the County are governed by the provisions of the *Freedom of Information and Protection Act (Alberta)*.

11.4 Announcements

Unless expressly provided in this Agreement or otherwise required by any Applicable Law (but only to that extent), neither Party will make or permit to be made any public announcement or disclosure whether for publication in the press, radio, television or any other medium of any Confidential Information or any matters relating thereto, without the prior written consent of the other Party.

12. DISPUTE RESOLUTION

12.1 Procedure

Except as otherwise provided in this Agreement, any Dispute referred by the mutual agreement of the Parties to, or specifically required by the terms of this Agreement to be resolved in accordance with the Dispute Resolution Procedure, will be resolved in accordance with the SCHEDULE J (Dispute Resolution Procedure).

12.2 Continued Performance

The Parties will continue to perform their obligations under this Agreement, notwithstanding the giving of any Dispute Notice, or the commencement or performance of the Dispute Resolution Procedure.

13. GENERAL

13.1 Assignment by the Village

The Village may not assign, transfer or otherwise dispose of any interest in this Agreement to any Person without the prior written authorization or consent of the County.

13.2 Assignment by the County

The County shall not, without the prior written consent of the Village, assign, transfer or otherwise dispose of any interest in this Agreement.

13.3 Survival

Notwithstanding any other provision of this Agreement, the provisions of Article 4, Article 8 and any other provisions providing for the indemnification of a Party, Article 11, **Error! Reference source not found.** (Financial Operations), or any other provision which expressly survives the expiration or termination of this Agreement, and such other provisions the survival of which following the expiration or termination of this Agreement is necessary to give practical effect thereto or to any other provision hereof which survives as aforesaid, will survive the expiry or any earlier termination of this Agreement until all obligations owed by the Parties are fully performed or otherwise discharged.

[Remainder of Page Left Blank. Signature Page to Follow]

IN WITNESS WHEREOF the Parties have executed this Agreement as of the day and year first above written.

SMOKY LAKE COUNTY

Per: _____
Name:
Title:

Per: _____
Name:
Title:

VILLAGE OF WASKATENAU

Per: _____
Name:
Title:

Per: _____
Name:
Title:

SCHEDULE A

DEFINITIONS

In this Agreement, including the Schedules, except as otherwise expressly provided or unless the context otherwise requires, the following words and expressions have the following meanings:

"**AEP**" means the Alberta Ministry of Environment and Parks and, where applicable, any predecessor or successor or Relevant Authority;

"**Agreement**" means this Section 54 Agreement, including the recitals and Schedules to this Agreement, as amended, supplemented or restated from time to time;

"**Applicable Laws**" means all laws, statutes, regulations, treaties, judgments and decrees and all official directives, bylaws, rules, consents, approvals, authorizations, guidelines, orders and policies of any Relevant Authority having the force of law from time to time including, for greater certainty, those related to the issuance of Operating Permits, together with the interpretation or application of the foregoing by the Courts of Alberta and, to the extent relevant and applicable in law, Canada;

"**AUC**" means the Alberta Utilities Commission, or any successor organization to the jurisdictions of the said commission as of the date of this Agreement;

"**Business Day**" means a day other than a Saturday, Sunday or statutory holiday in Alberta;

"**Claim**" means any claim, demand, action, proceeding or liability;

"**Confidential Information**" means all confidential information of a Party which is supplied, or to which access is granted, to or on behalf of the other Party (whether before or after the date of this Agreement), either in writing, orally or in any other form, directly or indirectly pursuant to discussions with the other Party, and includes all analyses, compilations, studies and other documents whether prepared by or on behalf of a Party which contain or otherwise reflect or are derived from such information;

"**Consumer**" means a customer of the Village receiving the Services by or through all or any portion of the Facilities, and "**Consumers**" means two or more of them or all of them, as applicable and as the context may require;

"**Council**" means the municipal council of the Village of Waskatenau or Smoky Lake County, as the context requires;

"**County**" means Smoky Lake County, a municipal corporation created under the laws of the Province of Alberta;

"**County Indemnified Parties**" means the County and any councillor, officer, employee, agent, servant, representative or advisor (including legal and financial advisors) of any of them, any contractor or subcontractor of the County where acting on behalf of the County, any affiliate of the County, the County's Representative, any delegate of the County's Representative, and any director, officer, employee, agent, servant, representative or advisor (including legal and financial advisors) of the County or any of the foregoing;

"**County's Representative**" means the Person appointed by the County from time to time in accordance with Section 5.2;

"Dispute" means any disagreement, failure to agree or other dispute between the County and the Village arising out of or in connection with this Agreement, including in respect of the interpretation, breach, performance, validity or termination hereof, whether in the law of contract or any other area of law;

"Dispute Resolution Procedure" means the procedure set out in SCHEDULE J (Dispute Resolution Procedure);

"Effective Date" means the effective date of this Agreement determined in accordance with Section 3.5 of this Agreement;

"Emergency Response Plan" means the emergency response plan(s) to be prepared by the Village and approved by the County pursuant to SCHEDULE (Operations, Maintenance and Services), as amended, modified or replaced from time to time pursuant to SCHEDULE (Operations, Maintenance and Services);

"Environmental Laws" mean all Applicable Laws relating to the protection of environmental resources and human health;

"Event of Default" has the meaning given in Section 10.1 of this Agreement;

"Expiry Date" means the _____ anniversary of the Effective Date;

"Facilities" means those facilities described within SCHEDULE F (Facilities) owned or held by the Village, together with:

- (a) all new additions to such Facilities;
- (b) any other systems and works owned by the Village (whether or not situate within the Service Area) used in connection with the provision of the Services;
- (c) Operating Permits, to the extent transferrable;
- (d) capital replacements; and
- (e) all equipment owned or leased by the Village forming part of or used in connection with the Facilities, including testing and control systems;

"Financial Operations" means the financial operations and requirements attached to this Agreement as **Error! Reference source not found.** (Financial Operations);

"FOIPP Act" means the *Freedom of Information and Protection of Privacy Act* (Alberta), as amended or replaced from time to time;

"Force Majeure" means any cause not reasonably within the relevant party's control and will include, without limitation, acts of God, strikes, lockouts or other industrial disturbances, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, lightening, earthquakes, storms, floods, high waters, washouts, inclement weather, orders or acts of civil or military authorities, civil disturbances, or any other causes, whether of the kind herein enumerated or otherwise, not within the reasonable control of the party and which, by the exercise of due diligence, the party is unable to overcome, provided that lack of funds shall not be a cause beyond ;

"Good Industry Practice" means the standards, practices, methods and activities and actions generally accepted and utilized by and within the treated water management and treatment industry in Canada,

generally consisting of standards and practices intended to achieve a cost-effective result consistent with Applicable Laws, Regulatory Requirements, environmental considerations, reliability, safety and expedition;

"Hazardous Substance" means any hazardous waste, hazardous product, contaminant, toxic substance, deleterious substance, dangerous good, pollutant, waste, reportable substance, and any other substance, the storage, manufacture, handling, disposal, treatment, generation, use, transport, remediation, or release into or presence in the environment is prohibited, controlled or regulated under Environmental Laws;

"MGA" means the *Municipal Government Act*, RSA 2000, c. M-26, as amended and replaced from time to time;

"Notice" has the meaning given in SCHEDULE C (Notice);

"Operating Permits" means all permissions, consents, approvals, certificates, permits, licences, statutory agreements and authorizations required from any Relevant Authority to carry out the Operation and Maintenance and the provision of the Services in accordance with this Agreement;

"Operation and Maintenance" means the management, operation, maintenance, repair and replacement of the Facilities, or any components thereof, as more particularly set forth within SCHEDULE (Operation, Maintenance and Services);

"Party" means either the County or the Village and their respective successors and permitted assigns, and **"Parties"** means the County and the Village;

"Person" means an individual, legal personal representative, corporation, body corporate, firm, partnership, trust, trustee, syndicate, joint venture, limited liability company, association, unincorporated organization, union or Relevant Authority;

"PIPA" means the *Personal Information Protection Act* (Alberta), as amended or replaced from time to time;

"Regulatory Requirements" means the standards enacted or imposed by any Relevant Authority, Applicable Laws or Operating Permits applicable to the Operation and Maintenance of the Facilities and the provision of the Services;

"Relevant Authority" means, with respect to any circumstance or matter, any federal, provincial, or municipal government, and any government agency, tribunal, commission or other authority exercising executive, legislative, judicial, regulatory or administrative functions of, or pertaining to, government, in each case having jurisdiction over such circumstance or matter and includes, as applicable, the AUC or any of the foregoing authorities to the extent that the jurisdiction of the AUC is limited by any Applicable Laws;

"Restoration Report" has the meaning given in Section 7.4 of this Agreement;

"Services" means the services described within SCHEDULE E (Services);

"Service Area" means that portion of the County designated in SCHEDULE D (Service Area), as amended from time to time by the Parties;

"Term" has the meaning given in Section 3.3;

"Termination Date" means:

- (a) the Expiry Date; or
- (b) such earlier date on which the termination of this Agreement may become effective in accordance with the terms hereof;

in each case subject to six (6) months' Notice of termination and subject to applicable Regulatory Requirements;

"Utility Indemnified Parties" means (a) any affiliate of the Village; (b) the Village's Representative; (c) any delegate of the Village's Representative; (d) any operator or other contractor of the Village; (e) any sub-contractor; and (f) any director, officer, employee, agent, servant, representative or advisor (including legal and financial advisors) of the Village or any of the foregoing; and

"Village" means Village of Waskatenau;

"Village's Representative" means the Person appointed by the Village under Section 5.3 of this Agreement; and

"Village Utility Bylaws" means the _____ Bylaw No. _____, as amended from time to time.

SCHEDULE B**INTERPRETATION AND GENERAL CONTRACTUAL TERMS****1. Governing Law**

This Agreement and each of the documents contemplated by or delivered under or in connection with this Agreement are governed exclusively by, and are to be enforced, construed and interpreted exclusively in accordance with, the laws of Alberta and the laws of Canada applicable in Alberta, which will be deemed to be the proper law of this Agreement.

2. Severability

If any term, covenant or condition of this Agreement or the application thereof to any party or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

3. Further Assurances

The Parties shall, with reasonable diligence, hold all meetings, perform all acts, execute and deliver all documents and instruments, do all things and provide all reasonable assurances as may be reasonably necessary or desirable to give effect to the provisions and intent of this Agreement and to complete the transactions contemplated by this Agreement.

4. Approvals

No approval, consent, authorization, sanction, permission or determination required to be provided or made, or any discretion to be exercised (but does not, for clarity, include any statutory discretion or power of the County or Council), by a Party under this Agreement shall, unless specifically indicated to the contrary, be unreasonably or arbitrarily withheld, delayed or exercised by the Party providing, exercising or making same.

5. Waivers

No waiver of any provision of this Agreement is binding unless it is in writing and signed by all the Parties, except that any provision which does not give rights or benefits to particular Parties may be waived in writing, signed only by those Parties who have rights under, or hold the benefit of, the provision being waived if those Parties promptly send a copy of the executed waiver to all other Parties. No failure to exercise, and no delay in exercising, any right or remedy under this Agreement will be deemed to be a waiver of that right or remedy. No waiver of any breach of any provision of this Agreement will be deemed to be a waiver of any subsequent breach of that provision or of any similar provision.

6. Enurement

This Agreement shall enure to the benefit of and be binding upon the Parties and their respective successors and permitted assigns.

7. Time of the Essence

Time, where mentioned herein, shall be of the essence.

8. Counterparts

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all Parties had signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

9. Amendments

Except as specifically provided in this Agreement, no amendments, supplement, restatement or termination of any provision of this Agreement is binding unless it is in writing and signed by each Party at the time of the amendment, supplement restatement or termination.

10. Submission to Jurisdiction

Subject to the Dispute Resolution Procedure where and to the extent applicable, each of the Parties irrevocably submits to the exclusive jurisdiction of the Courts of Alberta and all Courts having appellate jurisdiction over those Courts in any suit, action or other proceeding in any way related to or arising out of this Agreement by any Party against the other Party.

11. Entire Agreement

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter of this Agreement and supersedes all prior agreements, negotiations, discussions, undertakings representations, warranties and understandings in respect thereof, whether written or oral, express or implied, statutory or otherwise.

12. Continuing Nature of Rights and Obligations

Except as otherwise provided for in this Agreement, the expiry or termination of this Agreement shall not relieve any Party of any rights, liabilities or obligations that by their nature survive expiry or termination, including warranties, remedies, indemnities and obligations of confidentiality or environmental compliance, or that arose prior to the expiry or termination of this Agreement.

13. No Application of Contra Preferentum

The provisions of this Agreement were negotiated by the Parties and this Agreement shall be deemed to have been drafted by both Parties. The Parties hereby acknowledge that they have read this Agreement in its entirety and that each has obtained independent legal advice in connection with the preparation and execution of this Agreement and the principle of contra preferentum shall not be argued, pleaded or applied in respect to any provision of this Agreement.

14. Conflict and Inconsistency

In the event of a conflict or inconsistency between the provisions of any Schedule to this Agreement and the provisions contained in the main body of this Agreement, the provisions of the main body shall prevail to the extent of the conflict or inconsistency

SCHEDULE C**NOTICE****A. Addresses and Notice**

Except as otherwise expressly provided in this Agreement, any notice, approval, election, demand, direction, consent, designation, request, agreement, instrument, certificate, report or other communication required or permitted to be given or made under this Agreement (each, a "**Notice**") to a Party must be given in writing. A Notice may be given by delivery to an individual or electronically by fax and will be validly given if delivered on a Business Day at the following address, or, if transmitted on a Business Day by fax addressed as follows:

To the County:

**Smoky Lake County
PO Box 310
Smoky Lake, AB
T0A 3C0**

**Attention: Chief Administrative Officer
Telephone No.: 780-656-3730
Fax No.: 780-927-4266
E-mail: cao@smokylakecounty.ab.ca**

To the Village:

**Village of Waskatenau
PO Box 99
Waskatenau, AB
T0A 3P0**

**Attention: Chief Administrative Officer
Telephone No.: 780-358-2208
Fax No.: 780-358-2208
E-mail: waskvillage@mcsnet.ca**

or to any other address or fax number or individual that such Party designates. Any Notice:

- (a) if validly delivered, will be deemed to have been given when delivered;
- (b) if validly transmitted electronically by fax before 3:00 pm. (local time at the place of receipt) on a Business Day, will be deemed to have been given on the Business Day; and
- (c) if validly transmitted electronically by fax after 3:00 p.m. (local time at the place of receipt) on a Business Day or at any time on a non-Business Day, will be deemed to have been given on the Business Day after the date of transmission.

B. 24 hour Emergency Contact

The parties' respective 24 hour emergency contact is as follows:

(a) Village: **Name:** _____
 Position: **24 Hour Emergency Contact**
 Phone: (780) _____
 Fax: (780) _____
 E-mail: _____

(b) County: **Name:** _____
 Position: **24 Hour Emergency Contact**
 Phone: (780) _____
 Fax: (780) _____
 E-mail: _____

The parties may change its 24 hour emergency contact by providing notice in writing to the other party as contemplated within this Agreement.

SCHEDULE D

SERVICE AREA

[Insert]

SCHEDULE E**SERVICES**

The Services shall consist of the following:

1. Residential Treated Water Service

Subject always to:

- (a) the execution or acceptance of the service agreement and/or terms of service required by the Village;
- (b) payment of all rates, tolls and charges imposed by the Village; and
- (c) Applicable Laws, Operating Permits and Regulatory Requirements;

the Village shall provide to each Consumer requesting physical connection and service within the Service Area, or subject to agreement additional areas of the County, piped treated water service suitable for human consumption.

2. Wastewater Services

Subject always to:

- (a) the execution or acceptance of the service agreement and/or terms of service required by the Village;
- (b) payment of all rates, tolls and charges imposed by the Village; and
- (c) Applicable Laws, Operating Permits and Regulatory Requirements;

the Village shall provide to each Consumer requesting service within the Service Area, or subject to agreement additional areas of the County, wastewater collection, treatment and disposal services.

3. New Connections to Facilities

For clarity, with respect to new connections to the Facilities by Consumers, the Village and the County acknowledge and agree as follows:

- (a) the Village has the sole discretion on approving any new connections; and
- (b) the Village will not approve or allow any new connection to the Facilities without an approved development permit from the County.

SCHEDULE F
FACILITIES

The Facilities shall include the following, together with all rights and privileges, all rights of way and/or land interests, and all appurtenances related thereto owned or held by the Village from time to time and necessary for the Operation and Maintenance thereof:

1. **Wastewater Collection & Transmission System** – the wastewater collection and transmission system located within the County corporate boundaries owned or held and operated by the Village from time to time throughout the Service Area, and elsewhere within the County corporate boundaries, including, without restriction:
 - (a) all pipelines, service lines, meters and regulating facilities, and related fixtures;
 - (b) sewage pump stations;
 - (c) all equipment, tools, and inventories related to the maintenance and operation of the Facilities;
 - (d) all lift stations, including all buildings, land, and machineries thereon;
 - (e) all other lands and/or interests in lands containing any of the facilities and not specifically noted; and
 - (f) all licenses, approvals and permits respecting the operation of a wastewater collection system;
2. **Wastewater Treatment System** – any and all components comprised of any and all piping, treatment units, screens, equalization tanks, settling tanks, filtration membranes, UV disinfection units, and system controls (or similar or other technology replacing the same);
3. **Wastewater Storage** – any and all storage facilities for the storage of wastewater and the lands and/or interests in lands containing any of the storage facilities and including lands not specifically noted;
4. **Water Licences/Allocations** – the rights, benefits and other entitlements of the Village in respect of any Water Licences utilized by the Village to provide the Services;
5. **Water Facilities and Works:**
 - (a) **Treated Water Transmission Lines** – any and all pipes, valves, meters, flushing valves, pumps, storage reservoirs, and related system or works comprising the treated water supply and distribution system; and
 - (b) **Treated Water Supply and Distribution Lines** – any and all pipes, valves, meters, flushing valves, pumps, storage reservoirs, and related system or works comprising the treated water supply and distribution system;

owned by the Village from time to time throughout the Service Area, together with all rights and privileges, all rights of way and/or land interests, and all appurtenances related thereto owned or held by the Village from time to time and necessary for the Operation and Maintenance thereof;

6. **Meters and Service Connections** – for clarity, the County and the Village confirm and agree that the Village owns and is responsible for all meters, and all Consumers shall own and be solely responsible for the service connections from the point of connection to the Village-owned water main forming part of the Facilities and up to the meter at the Consumer's service location;
7. **Lands & Rights of Way** – the entire right, title and interest of the Village in and to all lands, interests in land, rights to use the surface of lands and all rights and interests ancillary thereto which relate to the construction, ownership, operation, maintenance, expansion and improvement of the Village's water transmission and distribution system within the the Service Area or other areas of the County including, without restriction:
 - (a) any and all agreements to allow for use and occupation of all private road right of ways existing under a road plan or subdivision plan registered at the Land Titles Office;
 - (b) any and all agreements to allow for use and occupation all government road allowances existing under an township plan registered at the Land Titles Office;
 - (c) all utility right of way and/or easement agreements, and any related right of way plans, whether or not registered at the Land Titles Office; and
 - (d) any and all crossing agreements, registered at the Land Titles Office or otherwise, affecting the Wastewater system or the above-noted agreements;

respecting or relating to the Village's water transmission and distribution within the County.

SCHEDULE G

OPERATION, MAINTENANCE AND SERVICES

The following provisions shall apply to the Operation and Maintenance of the Facilities and the delivery of the Services by the Village:

1. General Operating Requirements

- (a) **Scope of Work** - the Village shall provide all Services 24 hours a day and 365 days each year during the Term, and in so doing, the Village shall:
 - (i) provide full-time, continuous and effective management of the Facilities at all times;
 - (ii) ensure adequate staffing levels are in place at all times, including adequate supervisory, administrative, customer service, technical, operational and maintenance staff;
 - (iii) supply and ensure the availability of all necessary tools, equipment and transportation facilities; and
 - (iv) exercise Good Industry Practice in operating and maintaining the Facilities, to the extent not contrary to any Applicable Laws, Operating Permits or Regulatory Requirements;
- (b) **Operating Requirements** - the Village shall, at all times during the Term and subject to the further provisions of this Agreement, accept all requests for the provision of Services within the Service Area or other areas as may be agreed to, and ensure that the quality, designated capacity and system operating parameters required to provide the Services delivered at the Consumer's property line, meet the prescribed standards under all Regulatory Requirements;
- (c) **Interruptions** - the Village shall, at all times during the Term:
 - (i) ensure that continuous Services are provided by the Facilities within their design capabilities, provided that the Village may interrupt or cut all the service of any part of the Facilities for such periods of time as it may reasonably require for the purpose of effecting any repairs, maintenance, replacement, upgrading or other work related to the Facilities;
 - (ii) give the County and Consumers prior Notice of any scheduled interruption as soon as is reasonably possible and at least seventy-two (72) hours prior to such interruption, and shall restore Services as soon as reasonably possible. During periods of interruption the Village may reduce the level, quality or quantity of service provided; however the Village shall treat all users affected by the interruption fairly, equitably and without preference, subject to any operating constraints then in effect; and
 - (iii) keep the County apprised of the relevant circumstances during each interruption of Services and coordinate with the County the repairs, maintenance, replacement, upgrading and other work referred to above, in order to minimize the inconvenience to Consumers;

-
- (d) **Staffing** - the Village shall, at all times during the Term:
- (i) employ staff and employees, or subject to the terms of this Agreement engage contractors, experienced in water systems operations and Facilities maintenance procedures to provide the Services; and
 - (ii) undertake Operation and Maintenance of the Facilities only under the direct supervision of personnel who possess valid certificates of competency as required by Regulatory Requirements and who maintain continuing education competency certification in accordance with Regulatory Requirements;
- (e) **Maintenance** - the Village shall, at all times during the Term:
- (i) maintain security systems for all of the Facilities;
 - (ii) complete or cause to be completed all required maintenance, repairs, replacements and enhancements to the Facilities. The scheduling of proper service intervals shall be undertaken pursuant to a program developed by the Village; and
 - (iii) keep clean and neat all existing buildings, structures and grounds in which the Facilities are located;
- (f) **Regulatory Requirements** - comply with all Regulatory Requirements including, but not limited to:
- (i) providing the routine testing and laboratory analyses required by currently existing and future regulations, licenses and Operating Permits;
 - (ii) preparing and signing all Provincial regulatory agency-required monitoring and operating reports and submitting them to the proper Provincial agencies and providing copies of such reports to the County;
 - (iii) submitting samples to an authorized Provincial regulatory agency in compliance with Regulatory Requirements. All test results shall be kept in a permanent file in the Village offices on site and shall be available for inspection by the County; and
 - (iv) prepare applications for renewal of the Operating Permits as required from time to time including attendance at or preparation for any public hearings relating to such Operating Permits or otherwise relating to the Facilities;
- (g) **Utility Metering and Account Management:**
- (i) the Village will be responsible for the reading of water meters and the monthly (or such other period as the Village may apply to billing) issuance to Consumers of an itemized bill detailing the previous month's services consumption, the applicable monthly service charge(s), the Services Fee, all applicable taxes, and any late or outstanding payments; and
 - (ii) the Village will be responsible for the collection of all charges billed to Consumers;
- (h) **Operational Plans** - comply with or conform to all operational plans contemplated under and approved pursuant to the provisions of this Schedule.

2. Quality Management Plan

As soon as reasonably practicable following the Effective Date and in any event not later than the commencement of the provision of the Services unless otherwise agreed to in writing by the Village and the County, the Village shall establish a quality management plan and system satisfactory to AEP or, in the absence of AEP standards or requirements, acceptable to the County acting reasonably, that shall apply to all quality management activities related to the provision of the Services. The County may carry out quality audits to satisfy itself that quality management plan requirements are met. In the event that the Parties are unable to agree upon such quality management plan or any material amendment thereto proposed by the Village, each such material amendment requiring the written approval of the County, the dispute shall be resolved through the Dispute Resolution Procedure.

3. Emergency Response Plan

Unless otherwise agreed to in writing by the Village and the County, as soon as reasonably practicable following the Effective Date and in any event not later than the commencement of the provision of the Services, the Village shall establish an Emergency Response Plan acceptable to the County acting reasonably, that shall be responsible for reactions to all interruptions to or impacts upon the Facilities or the Services provided through the Facilities. In the event that the Parties are unable to agree upon an Emergency Response Plan(s) or any amendment thereto proposed by the Village, each such amendment requiring the written approval of the County, the dispute shall be resolved through the Dispute Resolution Procedure.

4. Communication Plan

As soon as reasonably practicable following the Effective Date and in any event not later than the commencement of the provision of the Services unless otherwise agreed to in writing by the Village and the County, the Parties will jointly develop a communication plan designed to ensure prompt response to Consumer concerns regarding the water system servicing Consumers. In the event that the Parties are unable to agree upon such communication plan or any material amendment thereto proposed by the Village, each such material amendment requiring the written approval of the County, the dispute shall be resolved through the Dispute Resolution Procedure.

5. Annual Reports

Within sixty (60) days after the close of the Village's fiscal year, the Village shall submit to the County a written annual report, in a form acceptable to the County, which shall include the following information:

- (a) subject always to limitations imposed upon the Village respecting the protection of personal information and the protection of privacy, a summary of the previous year's activities in development of the Facilities, including, but not limited to, services begun or discontinued during the reporting year, and the number of Consumers for each class of service (i.e., residential, commercial, institutional, etc.);
- (b) the current three (3) year capital improvement plan consistent with the approved utility strategy plan contemplated by this Schedule and any applicable statutory or non-statutory plans adopted by the County; and
- (c) any changes to the Village's officers, members of its boards of directors, and other principals of the Village.

6. Copies of Federal and Provincial Reports

The Village shall, upon request, submit to the County copies of all pleadings, applications, notifications, communications and documents of any kind, submitted by the Village or its parent corporation(s), to any federal or provincial, regulatory agencies and other government bodies (i.e. AEP reporting) in connection

with any application or proceeding of a regulatory nature relating to the Village or the provision of the Services. The Village shall not claim confidential, privileged or proprietary rights to such documents unless under federal, provincial, or local law such documents have been determined to be confidential by a Court of competent jurisdiction, or a federal or provincial authority. Subject to the FOIPP Act and PIPA, any such confidential material determined to be exempt from public disclosure shall be retained in confidence by the County and its authorized agents and shall not be made available for public inspection. With respect to all other reports, documents, and notifications provided to any federal or provincial regulatory agency as a routine matter in the course of operating the Facilities, the Village shall make such documents available to the County upon the County's request.

7. Complaint File and Reports

The Village shall keep an accurate and comprehensive file of any and all significant complaints regarding the operation of the Facilities, in a manner consistent with the privacy rights of consumers, and the Village' actions in response to those complaints. Subject always to limitations imposed upon the Village respecting the protection of personal information and the protection of privacy, these files shall remain open to the County and the public during normal business hours. The Village shall provide the County an executive summary quarterly (or, subject to County consent, annually), which shall include information concerning customer complaints.

8. Connections

A summary of connection requests, identifying the number and nature of the requests and their disposition, shall be completed for each six (6) month period and submitted to the County by the tenth (10th) day of the succeeding period.

9. Service Interruptions

A log of all service interruptions shall be maintained and provided to the County quarterly, provided that if there was no service interruption within the previous quarter then no reporting is required.

SCHEDULE H**INSURANCE REQUIREMENTS****1. Property Coverage**

From and after the earlier of commencement of Operation and Maintenance of any of the Facilities, the Village will obtain and keep in force or cause to be obtained and kept in force All Risks Property insurance covering the Facilities, which insurance coverage shall:

- (a) include the Village as the insured, and the County as a loss payee as its interest may appear;
- (b) cover all equipment, materials and supplies to be incorporated into the Facilities on a replacement cost basis;
- (c) boiler and machinery coverage; and
- (d) have a deductible of not more than \$25,000 (or such higher deductible as may be approved by the County, acting reasonably), to be borne by the Village.

2. General Liability

During the Term, the Village will obtain and keep in force or cause to be kept in force Comprehensive General Liability insurance covering Operation and Maintenance for personal injury (including bodily injury, death and third party property damage), which insurance coverage shall:

- (a) include the Village as the insured, and the County as additional insureds;
- (b) include any sub-contractor, any contractor of a sub-contractor, and any architects, engineers and other professionals engaged in Operation and Maintenance, as additional insureds;
- (c) be in an amount of not less than \$10,000,000.00 per occurrence, subject to such reasonable sub-limits as are customarily applicable to such insurance;
- (d) without limiting the foregoing, include coverage, subject to such reasonable sub-limits as are customarily applicable, for:
 - (i) independent contractors;
 - (ii) broad form property damage;
 - (iii) completed operations;
 - (iv) blanket contractual liability, including this Agreement;
 - (v) shoring, blasting, excavating, underpinning, demolition, pile driving and caisson work, work below ground surface, tunneling and grading (provided that coverage in respect to such operations shall only be required in respect to periods during which such operations are being undertaken by the Village);
 - (vi) employees as additional insureds;

- (vii) contingent employers' liability;
 - (viii) non-owned automobiles;
 - (ix) sudden and accidental pollution;
 - (x) cross liability; and
 - (xi) firefighting expenses; and
- (e) provide that the coverage shall be the primary coverage, and that any policy maintained by the County shall be excess coverage to this primary policy.

3. Other Operation and Maintenance Coverage

During the Term, the Village will obtain and keep in force or cause to be obtained and kept in force the following:

- (a) Automobile Liability insurance, which insurance coverage shall:
 - (i) include the County as an additional insured;
 - (ii) cover all licensed motor vehicles owned, rented, leased or operated by the Village in connection with the performance of Operation and Maintenance under this Agreement;
 - (iii) cover bodily injury and property damage liability to a limit of no less than \$1,000,000.00 for each occurrence involving bodily injury, death or property damage; and
 - (iv) include coverage for third party property damage and bodily injury (including accident benefits) arising out of the use of such automobiles in the performance of Operation and Maintenance;
- (b) Excess liability insurance with limits not less than \$4,000,000.00 for each occurrence to the extent coverage includes automobile liability outlined above;
- (c) Workers' Compensation coverage for all employees engaged in the performance of Operation and Maintenance in accordance with the statutory requirements of Alberta; and
- (d) Employers' liability insurance, when applicable, with limits not less than \$5,000,000.00 covering employees engaged in Operation and Maintenance who are not covered by Workers' Compensation in accordance with the statutory requirements in Alberta.

4. Environmental Liability

During the Term, to the extent not provided by the insurance required pursuant to the above, the Village shall obtain and keep in force or cause to be obtained and kept in force insurance for sudden and accidental pollution in an amount not less than \$10,000,000.00 on an occurrence basis for pollution arising from the negligence of the Village.

5. General Terms

All policies of insurance required under this Schedule will:

- (a) be on terms and conditions which would be obtained by prudent owners and operators of projects of similar scope and magnitude as the Facilities and, in addition to the required inclusions or permitted exclusions for each policy specifically described in this Schedule, include such other inclusions and exclusions as such prudent owner or operator would require or permit;
- (b) to the extent generally available, provide thirty (30) days' notice of termination, cancellation or material change to all named insureds and additional insureds;
- (c) to the extent generally available, contain a waiver of any subrogation rights which the insurers may have against any of the County or the County Indemnified Parties, whether or not the damage is caused by any of their respective acts, omissions or negligence;
- (d) be issued by such reputable and duly qualified insurers rated A.M. Best A- or better, and if a rating from A.M. Best is not available an equivalent rating issued by a rating agency as may be agreed between the parties, and if such agreement cannot be reached, be determined pursuant to the Dispute Resolution Procedure;
- (e) be non-contributing with and apply only as primary and not excess to any other insurance available to the County or the County Indemnified Parties; and
- (f) to the extent generally available, provide that such policies of insurance will not be invalidated by reason of any breach or violation of warranties, representations, declarations or conditions contained in the policies.

6. Evidence of Insurance

Upon the issue of and upon every renewal of a policy of insurance, and otherwise upon the written request by the County, the Village will deliver to the requesting party a certified copy of the policy of insurance, or other satisfactory evidence of adequate insurance. No review or approval of any certificate or policy by either the County or the Village derogates from or diminishes the respective rights of the County or the Village under this Agreement.

SCHEDULE I**FINANCIAL OPERATIONS**

The following provisions will apply to the conduct of financial operations of the Village in relation to the Facilities and the Services under this Agreement:

1. Setting of Rates and Charges

Rates and charges charged to a Consumer for the receipt of Services by or through all or any portion of the Facilities shall be established by the Village's Council from time to time.

2. Rate Parameters

In establishing and revising the Village's residential meter water rate for Consumers from time to time within the Village's applicable fees, rates and charge bylaw, the Village shall follow and apply:

- (a) Good Industry Practice; and
- (b) the principles and practices for water rate setting applied by the AUC from time to time.

3. Cost Clarifications

For clarity, the Village and the County acknowledge and agree as follows:

- (a) capital costs for source to treatment are included in Village's residential meter water rate;
- (b) the Village has full discretion on the fees for wastewater dumping;
- (c) the Village will not request any funds from the County for future capital for water or wastewater facilities, infrastructure or services; and
- (d) the County will provide its non-financial support for upgrades to water and wastewater facilities, infrastructure or services (e.g. grant applications).

4. Alberta Utilities Commission Jurisdiction

Notwithstanding any of the foregoing, the Village and the County acknowledge and agree that the jurisdiction of the AUC pursuant to the provisions of the MGA and pursuant to Part 2 of the *Public Utilities Act*, as amended or replaced from time to time, remain in full force and effect and as a result either party may at any time seek the direction of and/or the resolution of a dispute by the AUC (including, without restriction, disputes respecting compliance with the provisions of this Agreement, and disputes as to whether any rate charged or proposed to be charged to the County by the Village is just and reasonable).

SCHEDULE J**DISPUTE RESOLUTION PROCEDURE****1. Definitions**

In this Schedule, in addition to terms defined elsewhere in this Agreement, the following words and phrases have the following meanings:

- (a) "**Approved Arbitrators**" means a list of pre-approved arbitrators agreed upon by the Parties and which may be revised and/or updated by the mutual agreement of the Parties from time to time (for clarification, Approved Arbitrators may include reference to a group of practitioners, or a firm or corporation engaged in the business of providing Arbitration services);
- (b) "**Approved Mediators**" means a list of pre-approved mediators agreed upon by the Parties and which may be revised and/or updated by the mutual agreement of the Parties from time to time (for clarification, Approved Mediators may include reference to a group of practitioners, or a firm or corporation engaged in the business of providing Mediation services);
- (c) "**Arbitrator**" means the person appointed to act as such to resolve any Dispute;
- (d) "**Arbitration**" means a process whereby each of the Parties, with or without legal counsel, agrees to jointly engage and meet with an Arbitrator who will render a binding decision in respect of any Disputes;
- (e) "**Disclosed Information**" means the information disclosed by a Party for the purpose of settlement, negotiation, Mediation or Arbitration;
- (f) "**Mediation**" means a process whereby a Representative of each Party, with or without legal counsel, agrees to jointly engage the services and meet with a Mediator to participate in a mediation, conciliation or similar dispute resolution process;
- (g) "**Mediator**" means the person appointed to facilitate the resolution of a Dispute between the Parties; and
- (h) "**Representative**" means an individual who has no direct operational responsibility for the matters comprising the Dispute, who holds a senior position with a Party and who has full authority to settle a Dispute (and, for greater certainty, shall not be either the County's Representative or the Village's Representative under this Agreement).

2. Principles of Dispute Resolution

The County and the Village acknowledge and agree that:

- (a) in any business relationship a difference of opinion or interpretation or a divergence of interest may arise;
- (b) the County and the Village are committed to resolving any disputes in a non-adversarial, informal and cost efficient manner;

- (c) the Dispute Resolution Procedure apply in respect of Disputes which are either referred by the mutual agreement of the Parties to, or are specifically required by the terms of this Agreement to be resolved in accordance with, the Dispute Resolution Procedure;
- (d) the Dispute Resolution Procedure shall not apply to anything relating to decisions, procedures, or discretions respecting or flowing from County bylaws; and
- (e) the Parties shall make all reasonable efforts to resolve all Disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate these negotiations as further contemplated within this Schedule.

3. Dispute Process

In the event of any Dispute to which the Dispute Resolution Procedure applies pursuant to Section 2(c) of this Schedule, the Parties agree that they shall undertake a process to promote the resolution of a Dispute in the following order:

- (a) first, by negotiation;
- (b) second, by way of Mediation; and
- (c) third, if agreed to mutually by the parties, by Arbitration.

Negotiation, Mediation or Arbitration shall refer to, take into account, and apply the intentions and principles stated by the Parties within this Agreement.

4. Negotiation

A Party may give Notice ("**Dispute Notice**") to the other Party of a Dispute and outline in reasonable detail the relevant information concerning the Dispute. Within seven (7) days following receipt of the Dispute Notice, the Parties shall each appoint a Representative, who shall meet and attempt to resolve the Dispute through discussion and negotiation. If the Dispute is not resolved within thirty (30) days following the delivery of the Dispute Notice, the negotiation shall be deemed to have failed.

5. Mediation

- (a) If the Representatives cannot resolve the Dispute through negotiation within the thirty (30) day period provided for in Section 4 above, then either Party may within ten (10) days following such thirty (30) day period (but not thereafter) provide the other Party with a Notice ("**Mediation Notice**") specifying:
 - (i) the subject matters remaining in Dispute, and the details of the matters in Dispute that are to be mediated; and
 - (ii) the nomination of an individual from the list of Approved Mediators to act as the Mediator.
- (b) The Parties shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a Mediator from the list of Approved Mediators (unless the Approved Mediators are unwilling or unable to accept the appointment, or there are no Approved Mediators that

have been pre-approved by the Parties, in which case the Parties may jointly nominate or agree upon a Mediator from outside of the list of Approved Mediators).

- (c) Where a Mediator is appointed, the Parties shall submit in writing their Dispute to the Mediator, and afford to the Mediator access to all records, documents and information the Mediator may reasonably request. The Parties shall meet with the Mediator at such reasonable times as may be required and shall, through the intervention of the Mediator, negotiate in good faith to resolve their Dispute. All proceedings involving a Mediator are agreed to be without prejudice, and the cost of the Mediator shall be shared equally between the Parties.
- (d) In the event that:
 - (i) the Parties do not jointly nominate or agree on the appointment of a Mediator with thirty (30) days of the Mediation Notice;
 - (ii) the Mediation is not completed within thirty (30) days after the appointment of the Mediator; or
 - (iii) the Dispute has not been resolved within sixty (60) days from the date of receipt of the Mediation Notice;

either Party may by Notice to the other withdraw from the Mediation process and in such event the Dispute shall be deemed to have failed to be resolved by Mediation.

6. Arbitration

- (a) If either Party withdraws from the Mediation process as provided for in Section 5(d) of this Schedule, either Party may provide the other Party with Notice ("**Arbitration Notice**") within ten (10) days following such withdrawal (but not thereafter) specifying:
 - (i) the subject matters remaining in Dispute and the details of the matters in Dispute that are to be arbitrated; and
 - (ii) the nomination of an individual from the list of Approved Arbitrators to act as the Arbitrator.

Within fourteen (14) days following receipt of the Arbitration Notice, the other Party shall, by written Notice, advise as to which matters stated in the Arbitration Notice it accepts and with which matters it disagrees and, where the Dispute has been referred by the mutual agreement of the Parties to be resolved in accordance with the Dispute Resolution Procedure (but not otherwise), the other Party shall also advise whether it agrees with the resolution of the disputed items by Arbitration, and whether it agrees with the Arbitrator selected by the initiating Party or provide the name of one Arbitrator selected by that other Party. Where the Dispute has been referred by the mutual agreement of the Parties to be resolved in accordance with the Dispute Resolution Procedure (but not otherwise), should the Parties fail to agree to resolve any disputed items by Arbitration, this Dispute Resolution Process shall come to an end.

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- (b) Subject to agreement of the Parties to resolve any disputed items by Arbitration as contemplated above the Parties shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an Arbitrator from the list of Approved Arbitrators (unless the Approved Arbitrators are unwilling or unable to accept the appointment, or there are no Approved Arbitrators that have been pre-approved by the Parties, in which case the Parties may nominate or agree upon an Arbitrator from outside of the list of Approved Arbitrators).
 - (c) Should the Parties fail to agree on a single arbitrator within the thirty (30) days following receipt of the Arbitration Notice, then either Party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
 - (d) The terms of reference for Arbitration shall be those areas of dispute referred to in the Arbitration Notice, and the receiving Party's response thereto.
 - (e) The Arbitrator shall conduct the Arbitration in accordance with the commercial arbitration rules (the "**Rules**") established from time to time by the ADR Institute of Canada Inc. (or a successor thereto), unless the Parties agree to modify the same pursuant to any arbitration agreement. The *Arbitration Act* (Alberta) shall apply to all Arbitrations but if there is a conflict between the Rules and the provisions of the Act, the Rules shall prevail. Notwithstanding the foregoing, any such Arbitration shall be conducted in the English language.
 - (f) The Arbitrator shall proceed to hear and render a written decision concerning any Dispute within:
 - (i) forty-five (45) days, if the subject matter of the Dispute is less than \$500,000.00; or
 - (ii) one hundred twenty (120) days, if the subject matter of the Dispute is greater than \$500,000.00.
 - (g) The Arbitrator has the right to award solicitor-client costs against the unsuccessful Party and to award interest but does not have the right to award punitive, consequential or other exemplary damages.
 - (h) The Arbitrator's decision is final and binding but is subject to appeal or review by any Court of proper jurisdiction only with respect to an allegation of fraud.

7. Participation

The Parties and their Representatives will participate in good faith in the negotiation, Mediation and, if applicable, Arbitration processes, and provide such assistance and Disclosed Information as may be reasonably necessary.

8. Location

The place for Mediation and Arbitration shall be within the City of Edmonton, or such other location as the Parties may agree.

9. Selection of Mediator and Arbitrator

Without restricting any of the foregoing and subject to Section 6(c) above, if the Parties are unable to agree upon the appointment of a single Mediator or Arbitrator within the list of Approved Mediators or Approved Arbitrators, respectively, within ten (10) days after receipt of the Mediation Notice or Arbitration Notice, as the case may be, either of the Parties may request that a single Mediator or Arbitrator, as the case may be, of suitable training, experience and independence, and who in respect of the subject matter of the Dispute has a reasonable practical understanding, be recommended by the executive director or other individual fulfilling that role for the ADR Institute of Canada, Inc. (or a successor thereto) for an appointment by the Parties. The executive director shall be requested to make this determination within five (5) days of receipt of the request.

10. Costs

Subject to Section 6(g) of this Schedule, the Parties shall bear their respective costs incurred in connection with the negotiation, Mediation and, if applicable, Arbitration provided that the Parties shall equally share the fees and expenses of the Mediator and Arbitrator and the cost of the facilities required for Mediation and Arbitration.

11. Disclosed Information

All Disclosed Information shall be treated as confidential and neither its delivery nor disclosure shall represent any waiver of privilege by a Party disclosing such Disclosed Information. Subject only to the rules of discovery, each Party agrees not to disclose the Disclosed Information to any other Person or for any other purpose. Such Disclosed Information cannot be used in any subsequent proceedings without the consent of the Party who has made the disclosure. The Parties agree that any Representative, Mediator and, if applicable, Arbitrator shall not be subpoenaed or otherwise compelled as a witness in any proceedings for the purpose of testifying with respect to the nature or substance of any dispute resolution process that may arise in relation to any matter that is a subject of this Agreement. Nothing in this Dispute Resolution Procedure shall require a Party to disclose information that is subject to confidentiality obligation in favour of third parties.

BYLAW NO 1421-22
BEING A BYLAW OF
SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF ADOPTING THE VILLAGE OF WASKATENAU AND SMOKY LAKE COUNTY SECTION 54 AGREEMENT (INTERMUNICIPAL WATER AND WASTEWATER SERVICING) PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26 OF THE REVISED STATUTES OF ALBERTA 2000, AND AMENDMENTS THERETO

WHEREAS section 54 of the Act provides that a municipality may provide services outside its municipal boundaries and within the boundaries of another municipality, with the agreement of the other municipality;

AND WHEREAS section 12 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, (the "Act") provides that a bylaw of a municipality applies only inside its boundaries unless one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement;

AND WHEREAS the Village of Waskatenau and Smoky Lake County share a common border;

AND WHEREAS the Intermunicipal Development Plan 1304-17 (the "IDP") between the Village of Waskatenau and Smoky Lake County requires that all new commercial development within the County and identified in Map 5.1 of the IDP as "Serviced Commercial Area" must be connected to municipal sanitary sewer and water services;

AND WHEREAS the Village of Waskatenau and Smoky Lake County share common interest and deem it desirable to authorize the Village of Waskatenau to provide sanitary sewer and water services to the Serviced Commercial Area in Smoky Lake County;

AND WHEREAS it is desirable to set forth the terms and conditions under which such services will be provided by the Village of Waskatenau to Smoky Lake County resident;

NOW THEREFORE the Council of Smoky Lake County, duly assembled, hereby adopts the the Village Of Waskatenau and Smoky Lake County Intermunicipal Water And Wastewater Services Agreement, being the document attached hereto and forming Schedule A of this Bylaw.

This bylaw comes into force and effect upon third reading by Council.

READ a first time this ____ day of _____, 20____.

READ a second time this _____ day of _____, 20____.

READ a third time and finally passed this _____ day of _____, 20____.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Date Signed

SCHEDULE A

Section 54 Agreement (Water and Wastewater Servicing)

Between

Village of Waskatenau

and

Smoky Lake County

[Month 2022]



REQUEST FOR DECISION		DATE August 25, 2022	4.10
TOPIC	Proposed Bylaw 1423-22: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)		
PROPOSAL	<ul style="list-style-type: none"> To close the portions of the undeveloped government road allowance lying adjacent to the east side of the lands legally described as RL-10-58-17-W4M (River Lot 10, Victoria Settlement), and to the north of the Victoria Park Cemetery, and to dispose of these lands by consolidating them with the adjacent River Lot 10. 		
BACKGROUND			
<ul style="list-style-type: none"> On April 27, 2020, the Planning and Development Manager for Smoky Lake County received a letter from Audrey Poitras, President, Metis Nation of Alberta. © Attachment 1 A current aerial photo of the proposed closure area is attached © Attachment 2 A conceptual drawing of the proposed <i>Master Site Plan</i> for the Metis Crossing site is attached © Attachment 3 A copy of Smoky Lake County Policy Statement No. 03-16: <i>Road Closure or Cancellation</i> is attached for reference © Attachment 4 A copy of proposed Bylaw 1423-22 is attached for reference. © Attachment 5 			
May 28, 2020 – Smoky Lake County Council Meeting			
<ul style="list-style-type: none"> Motion 891-20: <i>“That Smoky Lake County Bylaw No. 1380-20 for the Road Closure of Undeveloped Government Road Allowance: East Side of River Lot 10 (Victoria Settlement), containing 2.51 hectares (6.21 acres) more or less, for the purpose of closing to public travel and disposing of a public highway in accordance with section 22 of the Municipal Government Act, Chapter m-26, Revised Statutes of Alberta 2000, as amended, be given FIRST READING; and schedule a Public Hearing for a future County Council meeting, subject to approval through ministerial order.”</i> 			
October 22, 2020 – Public Hearing			
<ul style="list-style-type: none"> A Public Hearing was held on Bylaw No. 1380-20 Following the Public Hearing, Bylaw No. 1380-20 was submitted to the Minister of Transportation for signature on October 27, 2020 			
<ul style="list-style-type: none"> Smoky Lake County received notification from Alberta Transportation on July 14, 2022, that Bylaw No. 1380-20 had not been received by the Ministry. According to Section 188 of the <i>Municipal Government Act</i>, previous readings of a bylaw are rescinded if the proposed bylaw does not receive Third Reading within 2 years after First Reading. This means that Bylaw No. 1380-20 cannot be passed by Council. Proposed Bylaw No. 1423-22 is identical to Bylaw No. 1380-20. 			
NEXT STEPS:			
<ol style="list-style-type: none"> 1. First Reading of Bylaw 1423-22 – August 25, 2022. 2. Public Hearing on proposed Bylaw 1423-22 – August 25, 2022 3. Bylaw will be sent to Alberta Transportation for their review and signature. 4. 2nd and 3rd Reading of proposed Bylaw 1423-22. 5. File will be sent to Land Titles office for processing. 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
Nil			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	MGA Section 18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.		

22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given an opportunity to be heard by the Council.

When to hold public hearing

230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

a) before second reading of the bylaw, or

b) before council votes on the resolution.

(2) When this or another enactment requires a public hearing to be held on a proposed bylaw or resolution, council must

a) give notice of the public hearing in accordance with section 606, and

b) conduct the public hearing during a regular or special council meeting.

(3) A council may by bylaw establish procedures for public hearings.

(4) In the public hearing, council

a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and

b) may hear any other person who wishes to make representations and whom the council agrees to hear.

(5) After considering the representations made to it about a proposed bylaw or resolution at the public hearing and after considering any other matter it considers appropriate, the council may

a) pass the bylaw or resolution,

b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or

c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which the public hearing is held must record the public hearing to the extent directed by the council.

Requirements for advertising

606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

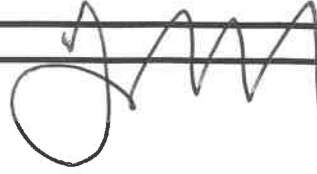
(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be

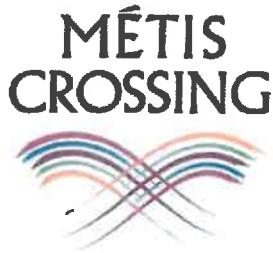
a) published at least once a week for 2 consecutive weeks in at least

	<p>one newspaper or other publication circulating in the area to which the proposed bylaw, resolution, or other thing relates, or in which the meeting or hearing is to be held,</p> <p>b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or</p> <p>c) given by a method provided for in a bylaw under section 606.1.</p> <p>(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>(4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.</p> <p>(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>(6) A notice must contain</p> <p>a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,</p> <p>b) the address where a copy of the proposed bylaw, resolution or other thing, and any documents relating to it or to the meeting or public hearing may be inspected,</p> <p>c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and</p> <p>d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p> <p>(7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in the certificate.</p> <p>(8) The certificate is admissible in evidence without proof of the appointment or signature of the person who signed the certificate.</p>
BENEFITS	<ul style="list-style-type: none"> • Supports Council's Strategic Plan – Priority Economic Development – Victoria District Economic Development Plan • Provides certainty to Metis Crossing
DISADVANTAGES	<ul style="list-style-type: none"> • Loss of potential future connectivity between the Victoria Trail and TWP RD 582
ALTERNATIVES	<ul style="list-style-type: none"> • Take no action. • Make changes to the requested road closure area. • Consider leasing the undeveloped road allowance
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____ Budget Available: _____ Budgeted Costs: _____	Capital Costs: _____ Source of Funds: <u>Applicant as per policy</u> Unbudgeted Costs: <u>\$5,000.00-10,000.00</u>
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<p>Following First Reading of the proposed Bylaw and after a Public Hearing has been held on the proposed Bylaw and comments have been received from applicable agencies, the proposed Bylaw will be forwarded to the Minister of Transportation for approval.</p>
COMMUNICATION STRATEGY	<p>Notice of a Public Hearing has been advertised in the local newspaper for two consecutive weeks, as well as being advertised on the County's website, in accordance with section 230 and section 606 of the <i>Municipal Government Act</i>.</p>
RECOMMENDATION	

That Smoky Lake County Council give **FIRST READING** to **Bylaw 1423-22: Cancellation of all that portion of the undeveloped government road allowance adjacent to River Lot 10 (Victoria Settlement) and located north of Victoria Park Cemetery.**

CHIEF ADMINISTRATIVE OFFICER

A handwritten signature in black ink, consisting of a large initial 'O' followed by a series of sharp, zigzagging lines.



An Affiliate of the Métis Nation of Alberta
Box 548 17339 Victoria Trail
Smoky Lake, AB T0A 3C0
1-780-656-2229
metiscrossing@metis.org
metiscrossing.org

April 27, 2020

Smoky Lake County Council
4612 McDougall Drive, Box 310
Smoky Lake, AB T0A 3C0
Email: jruegg@smokylakecounty.ca

RE: Request for land transfer of the County road allowance on east side of River lot 10

To the Smoky Lake Council,

As Métis Crossing continues to grow, we continue to add more elements to our attraction with a particular focus on sharing our Métis culture with all people. Historically, the *Laws of the Buffalo Hunt*, are the foundation of our governance structure. Bison are a key element of our history. To be able to share this story in a very experiential way, we have been working on a partnership with Lonesome Pine Cattle Company, to have their bison on our property and to develop bison tours.

We anticipate that this bison tour will be a major part of our international draw. It would contribute significantly to advancing the goals of the Victoria District Economic Development Strategy.

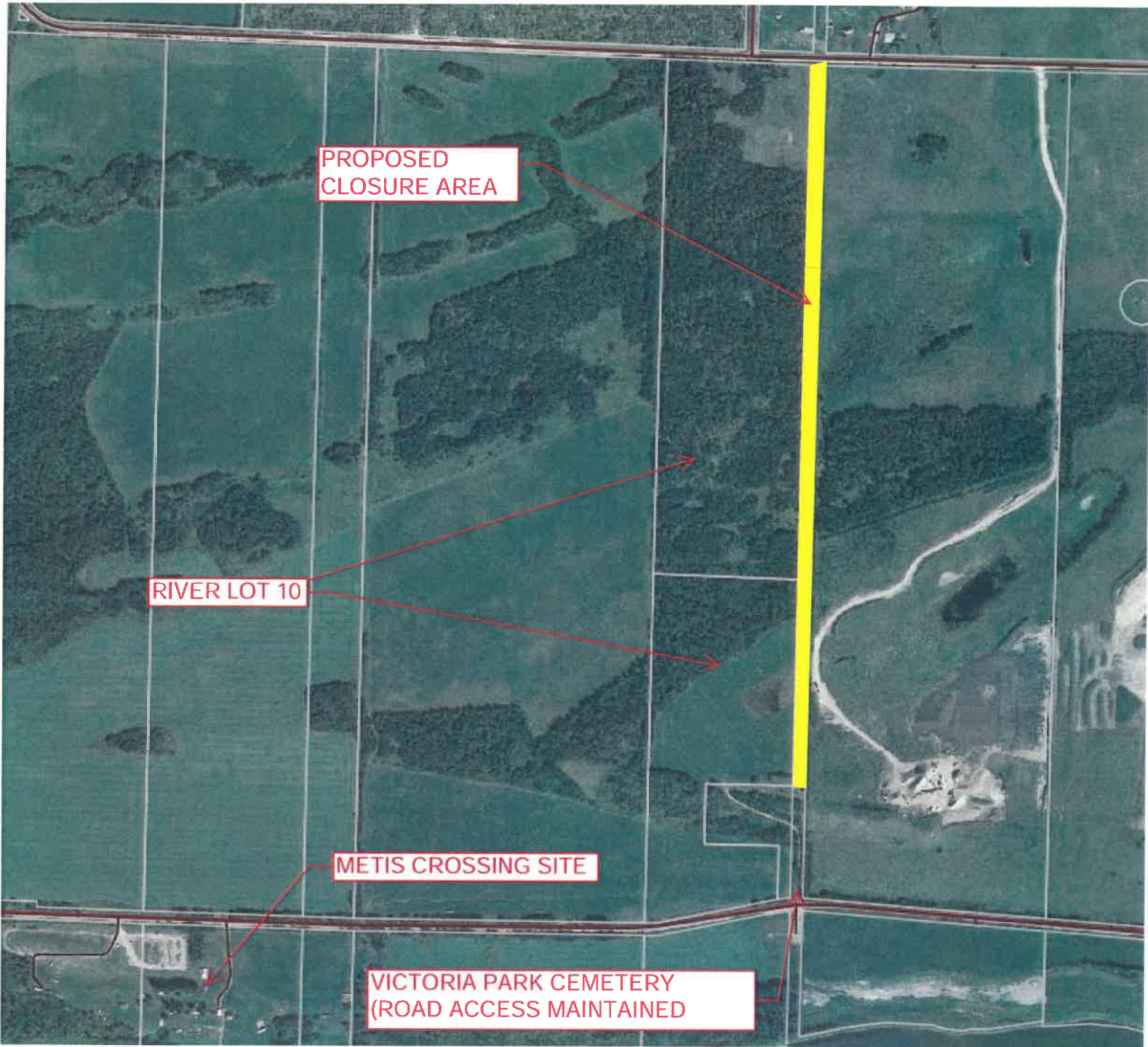
I have attached a DRAFT of our updated site masterplan. You will notice that the bison paddocks radiate from a bison handling centre on Riverlot 12 eastward across Riverlots 11, 10, to Lonesome Pine property on Riverlots 9 and 8. Within this boundary there is also a County road allowance.

From our understanding, there are no plans from the County to build a road on this land. We are respectfully requesting the transfer of this land to Métis Crossing Ltd.. This transfer would enable the development of our bison paddocks and continued international draw.

Please contact our Executive Director, Juanita Marois (jmarois@metis.org) with any questions.

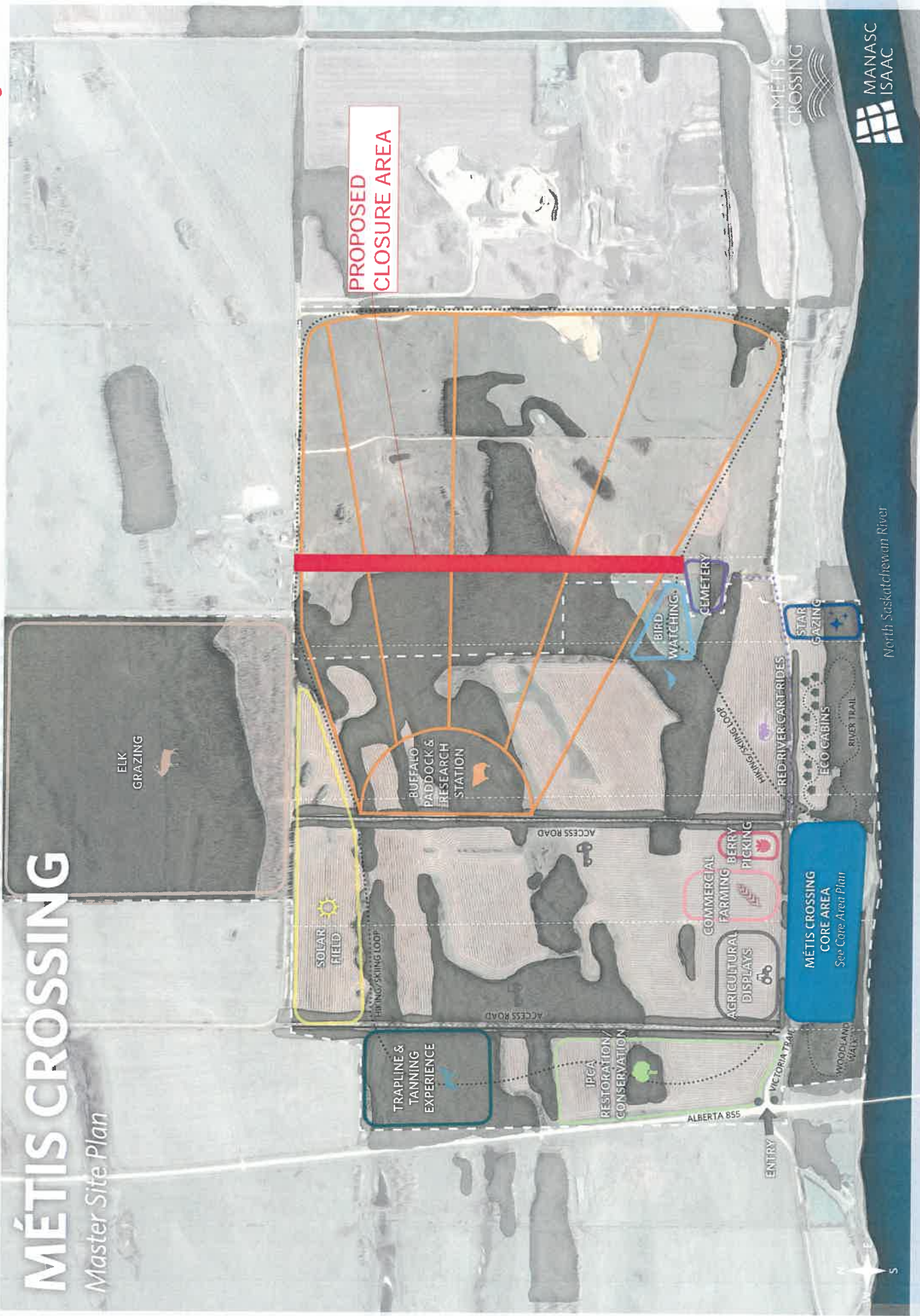
Best Regards,

Audrey Poitras
President
Métis Crossing



MÉTIS CROSSING

Master Site Plan





SMOKY LAKE COUNTY

Title: Road Closure or Cancellation	Policy No.: 16-04
Section: 03	Code:
Page No.: 1 of 11	

E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To provide a process to close a Government Road Allowance, or cancel a surveyed Road Plan.
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Policy Statement and Guidelines:
<p>1. DEFINITIONS</p> <p>1.1 Government Road Allowance – 66 feet wide</p> <p style="margin-left: 20px;">1.1.1 in a north-south direction, with one mile between each column of sections east to west, commencing on the eastern range boundary. Also known as Range Roads.</p> <p style="margin-left: 20px;">1.1.2 in an east-west direction, two miles between each 2nd row of sections south to north, commencing on the southern township boundary. Also known as Township Roads.</p> <p>1.2 Road Plan – Surveyed areas acquired for public purposes such as new roads, road widening, diversion and drainage ditches which are undertaken by the municipality under the authority of the <i>Municipal Government Act</i>.</p> <p style="margin-left: 20px;">When a municipality or the Crown acquires land for a road or other public work by an agreement with the owner, title to the land is vested in the city, or in the case of any other municipality, the Crown in right of Alberta by filing a plan of survey at the Land Titles Office.</p> <p>1.3 Road – means land</p> <p style="margin-left: 20px;">1.3.1 shown as a road on a plan of survey that has been filed or registered in a Land Titles Office, or</p> <p style="margin-left: 20px;">1.3.2 used as a public road,</p> <p style="margin-left: 20px;">1.3.3 as or within a Government road allowance,</p> <p style="margin-left: 20px;">and includes a bridge forming part of a public road and any other structure incidental to a public road.</p> <p>2. TEMPORARY ROAD CLOSURE</p> <p>2.1 Council, may by resolution or a Designated Officer if authorized by Council resolution, temporarily close the whole or a part of a road at any time that a construction or maintenance project on or adjacent to the road may create a hazard.</p>

Title: Road Closure or Cancellation		Policy No.: 16-04
Section: 03	Code:	Page No.: 2 of 11

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3. **PERMANENT ROAD CLOSURE / CANCELLATION BY RESOLUTION –
*Municipal Government Act, Section 24***

Council, may by resolution, with the approval of the Minister of Transportation, close the whole or any part of a Road described in a surveyed Road Plan that the Council determines is no longer required for use by the travelling public owing to the existence of an alternative route.

PROCEDURE

- 3.1 A Landowner may request the County to consider cancellation of the whole or any part of an undeveloped Road Plan or the County may initiate the action.
- 3.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Resolution, see attached *Schedule "A": Sample Resolution*.
- 3.3 The road is usually returned to the title from which it was excepted (i.e. the ¼ section). Consolidation with the adjacent land parcels may require a Descriptive Plan or a Plan of Survey. When using a Descriptive Plan, Land Titles should be consulted to ensure that the description is suitable for registration.
- 3.4 No advertising is necessary, but an agreement or consent must be obtained from the landowner(s) affected. If there is more than one adjacent owner, direction from the municipality as to the disposition of the Road shall be provided to affected landowners, and consent from all affected landowners is required, see attached *Schedule "B": Sample Resolution Letter & Consent*.
- 3.5 The municipality is responsible for ensuring that all third party interests and the interests of anyone who might be adversely affected are protected.

A letter, as per *Schedule "C": Sample Letter of Referral* shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:

- 3.5.1 Telecommunication providers (Telus).
- 3.5.2 Power Authority (ATCO).
- 3.5.3 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.

Title: Road Closure or Cancellation		Policy No.: 16-04
Section: 03	Code:	Page No.: 3 of 11

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Policy Statement and Guidelines:

3.6 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the “**Minister of Transportation**”.

3.7 The complete package to be sent to Alberta Transportation shall include:

3.7.1 Original or certified copy of the Resolution;

3.7.2 Copies of the Notices sent to all Referral Agencies;

3.7.3 Copies of written consent by affected Landowner(s); and

3.7.4 Copies of written responses from all required Referral Agencies.

And shall be sent to:

District Operations Manager, Athabasca Unit
 Alberta Transportation
 Unit #2, Jewell Building
 3603 – 53 Street
 Athabasca, Alberta T9S 1A9

3.8 Alberta Transportation will prepare the documentation (Notification to Registrar) to transfer the Road to the appropriate adjacent landowner(s).

4. PERMANENT ROAD CLOSURE / CANCELLATION BY BYLAW: *Municipal Government Act, Section 22*

Council, may by Bylaw, with the approval of the Minister of Transportation, close the whole or any part of a Government Road Allowance (or a surveyed Road Plan, when preferred).

PROCEDURE

4.1 Prior to First Reading of the Bylaw, the applicant shall provide a detailed sketch of the proposed closure area, which includes an approximate calculation of the area of land included in the proposed closure area. Following First Reading, and prior to a Public Hearing being held on the proposed Bylaw, the applicant shall provide a Plan of Survey or a Descriptive Plan, prepared by an Alberta Land Surveyor, showing the fully-calculated closure area. Costs of the Plan of Survey or a Descriptive Plan shall be borne solely by the applicant.

4.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Bylaw, see attached *Schedule “D”: Sample Bylaw*. Council must give First Reading to the Bylaw prior to a Public Hearing and prior to submitting it to Alberta Transportation for approval.

Title: Road Closure or Cancellation	Policy No.: 16-04
Section: 03	Code:
	Page No.: 4 of 11

*E***Policy Statement and Guidelines:**

- 4.3 Following First Reading of the Road Closure Bylaw, advertisement requirements, *as per Municipal Government Act - Section 606*, for a Public Hearing must be followed, including the time and place for a Public Hearing, (*as per Policy Statement No. 01-06: Public Hearing Procedures*).
- 4.4 The Bylaw and advertising must state the ultimate purpose of the closure (i.e., to public travel only, for lease or for creation of a title), see attached *Schedule "E": Sample Advertisement*.
- 4.5 If objections are raised, either in writing or at the Public Hearing, Council should determine whether the objections are valid and whether they wish to continue in spite of the objections. If continuing, the rationale for the closure/cancellation must be made clear in the covering letter to Alberta Transportation.
- 4.6 The municipality is responsible for ensuring that all third parties interests and the interests of anyone who might be adversely affected are protected.
- A letter, as per *Schedule "C": Sample Letter of Referral*, shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:
- 4.6.1 Telecommunication providers (Telus);
 - 4.6.2 Power Authority (ATCO);
 - 4.6.3 Public Lands, Alberta Sustainable Resources, if a Government Road Allowance is for sale, or if adjacent to Crown Lands or a water body; and
 - 4.6.4 Rural Utilities Branch, Alberta Agriculture and Rural Development; and
 - 4.5.5 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.
- 4.7 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the "Minister of Transportation".

Title: Road Closure or Cancellation		Policy No.: 16-04
Section: 03	Code:	Page No.: 5 of 11

E

Policy Statement and Guidelines:

- 4.8 The complete package to be sent to Alberta Transportation shall include:
- 4.8.1 Original or certified copy of the Bylaw (after First Reading).
 - 4.8.2 Copies of the Notices sent to all Referral Agencies.
 - 4.8.3 Copy of the Notice published in the local newspaper.
 - 4.8.4 Copies of written consent by affected Landowner(s).
 - 4.8.5 Copies of written responses from all required interested parties.
 - 4.8.6 Copy of the meeting minutes when the Bylaw received First Reading.

And shall be sent to:

District Operations Manager, Athabasca Unit
 Alberta Transportation
 Unit #2, Jewell Building,
 3603 – 53 Street
 Athabasca, Alberta T9S 1A9

- 4.9 Alberta Transportation will review the package and if approved, the Minister of Transportation will sign the Original Bylaw and return to the Municipality.
- 4.10 The Bylaw may then be presented to Council for consideration of Second and Third Readings. Second and Third Readings must be done within two years of First Reading.
- 4.11 Once given Third and Final Reading, a duplicate original or certified copy of the Bylaw is to be sent to Alberta Land Titles for registration.
- 4.12 Upon acceptance of the Road Closure Bylaw, Alberta Land Titles will issue a new Certificate of Title for the subject parcel of land, in the name of Smoky Lake County.
- 4.13 The County may consolidate the parcel of land with an adjacent parcel of land upon a Transfer of Title and Consolidation or Separation of Titles being submitted to Alberta Land Titles.

	<i>Date</i>	<i>Resolution Number</i>
Approved	June 3, 1985	# 590 - Page # 4944
Amended	June 16, 2005	# 479 - Page # 7960
Amended	November 25, 2010	#111-10 - Page # 9535
Amended	June 25, 2020	

Section 3

Policy 16-04



Schedule "A" Sample Resolution

Date: _____ Resolution Number: _____

WHEREAS, Smoky Lake County requires a resolution for the purpose of closing to public travel and canceling a public highway in accordance with Section 24, of the *Municipal Government Act*, Chapter M26 Revised Statutes of Alberta, 2000, as amended; and

WHEREAS, the lands hereafter described are no longer required for public travel.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County does hereby close the following described road, subject to rights of access granted by other legislation.

Road Plan _____, within the land(s) legally described as:

_____.

Excepting Thereout All Mines and Minerals.

Chief Elected Official

- SEAL -

Chief Administrative Officer

Approved this _____ day of _____, 20____.

Minister of Transportation

Section 3

Policy 16-04



Schedule "B" Sample Resolution Letter and Consent

Date:

Name

Address

Town, Alberta Postal Code

To Whom It May Concern:

RE: Proposed Road Plan Cancellation
Road Plan XXXXX in XX XX-XX-XX W4

Enclosed is a copy of the above mentioned Road Plan that is located on land registered in your name. Please be advised that Smoky Lake County proposes to cancel this Road Plan and that all lands from the cancelled road will revert to the Title from which it was exempted.

In order to proceed with the Road Plan cancellation, it is necessary for you to indicate your consent of the cancellation by signing and returning the duplicate of this letter.

Yours truly,

Chief Administrative Officer

I, _____, landowner of _____,
Name Section Township Range Median

hereby certify that I have no objections to the cancellation of Road Plan _____,

within the _____ W4.
Section Township Range Median

Date: _____

Signature: _____

Section 3

Policy 16-04



Schedule "C" Sample Letter of Referral

Date:

Name

Address

Town, Alberta Postal Code

To Whom It May Concern:

RE: Proposed Road Cancellation and Closure

On behalf of Smoky Lake County, this letter serves as notification that "Smoky Lake County" intends to close to public travel and cancel a portion of public highway or roadway in accordance with Section 22 or 24 of the *Municipal Government Act*, M26, Revised Statutes 2000, and amendments thereto.

To be Cancelled: Road Plan _____, in the _____, as shown on the enclosed sketch.

If an easement is required to protect your interests within this road closure, please advise us.

Alberta Transportation will be the **GRANTOR** for all easements. They will be registered at the Land Titles Office in conjunction with the other Road Closure documents.

Please return the following to our office by _____, 20__:

- Three fully executed easement documents by your company. These documents will be forwarded to Alberta Transportation for final execution.
- This letter signed, which shall grant approval of the Road Closure and Cancellation.

If you have any concerns or require any further information, please contact the undersigned.

Sincerely,

Enclosure(s)

<p>APPROVAL GRANTED (Utility Company)</p> <hr/> <p>Signature</p> <hr/> <p>Print Name</p> <hr/> <p>Date</p>

Section 3

Policy 16-04



Schedule "D" Sample Bylaw

A BYLAW OF THE SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING PUBLIC TRAVEL AND (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE *MUNICIPAL GOVERNMENT ACT*, CHAPTER M26, REVISED STATUTES OF ALBERTA, 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, a request has been made to Council to have the road closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter disposing of same, and

WHEREAS, notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel for the purpose of (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) the following described roads, subject to rights of access granted by other legislation:

(insert proper description)

Excepting thereout all mines and minerals

Received first reading this _____ day of _____, 2____.

Chief Elected Official

- SEAL -

Chief Administrative Officer

Approved this _____ day of _____, 2____.

Minister of Transportation

- SEAL -

Received second reading this _____ day of _____, 2____.

Received third reading this _____ day of _____, 2____.

Section 3

Policy 16-04



Schedule "E"
Sample Advertisement

SMOKY LAKE COUNTY

BYLAW No. 1200-09: PUBLIC HEARING

The purpose of **Bylaw No. 1200-09** is to close to public travel for the purpose of disposing of and consolidating the unused portion of road registered as

**Road Plan 2463BM within
 SE 02-58-13 W4
 Excepting thereout all mines and minerals**

AREA AFFECTED:

SE 02-58-13 W4 – 2.56 acres (1.036 hectare)

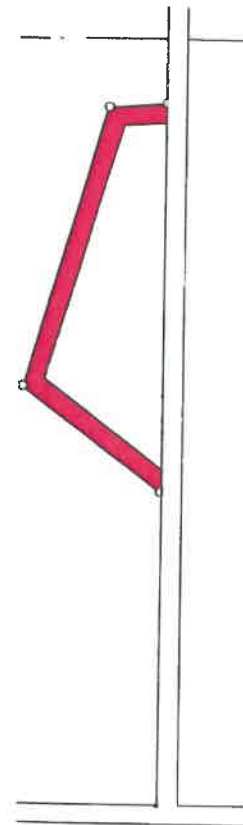
Copy of **Bylaw No. 1200-09** is available at the County Administration Office in Smoky Lake, during regular business hours, for inspection at the following address:

**Smoky Lake County Office
 4612 McDougall Drive (Box 310)
 Smoky Lake, Alberta T0A 3C0**

Any person wishing to file a letter or comment on the proposed Bylaw is welcome to submit written correspondence prior to the Public Hearing or appear in person at the Public Hearing.

A **Public Hearing** has been scheduled for **October 29, 2009** at **1:00 P.M.**, in the **County Council Chambers**, Smoky Lake, to provide the public with the opportunity to comment on **Bylaw 1200-09** prior to its proposed adoption.

Cory Ollikka
 Chief Administrative Officer



Section 3

Policy 16-04



Schedule "F" Referral List

Telus Communications Engineering OPS – Right of Ways 16 th Floor, 10020 – 100 Street Edmonton, Alberta T5J 0N5	ATTENTION: Cindy Sparks Real Estate Agreements Assistant III Phone: (780) 493-4619 Phone: (780) 425-0843
ATCO Electric Land & Properties Acquisition 12 th Floor, 10035 – 105 Street Edmonton, Alberta T5J 2V6	ATTENTION: Andy Sharun Phone: (780) 420-3748 Phone: (780) 420-5410
If affecting a water body or adjacent to Crown Land	
Alberta Sustainable Resources Public Lands Division Roadway and Reservation Program 5 th Floor, 9915 – 108 Street South Petroleum Plaza Edmonton, Alberta T5K 2G8	Phone: (780) 427-3570 Fax: (780) 422-3120
Only if selling a Government Road Allowance:	
Alberta Sustainable Resource Development Technical and Logistics Unit 3 rd Floor, 9915 – 108 Street Edmonton, Alberta T5K 2G8	ATTENTION: Bev Cormack Phone: (780) 422-4737 Phone: (780) 422-4251
NOTE: Because most Municipalities have a three month termination clause in their lease agreements, Alberta Environment and Pipeline Companies in the area do not need to be notified of leases on Statutory Road Allowances.	

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1423-22**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF, PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, application has been made to Council to have the highway closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel, dispose of and consolidate within the lands legally described as all that portion of river lot ten (10) in Victoria settlement which lies south of a line drawn parallel with and twenty six hundred and ninety nine and four tenths (2699.4) feet perpendicularly distant southerly from the north boundary of the said lot and north of the public road sixty six (66) feet in width crossing the said lot, all as shown on a plan of survey of the said settlement, signed at Ottawa on the 26th day of April, A.D. 1897, containing twenty eight and forty five hundredths (28.45) acres more or less excepting thereout: three and seventy hundredths (3.70) acres more or less, described as follows commencing at a point of intersection of the east boundary of the said lot and the north limit of the said road, thence northerly along the said east boundary five hundred and eighty two (582) feet thence westerly and at right angles to the said east boundary four hundred and fifty five (455) feet, thence southerly and parallel to the said east boundary three hundred and fifteen (315) feet, thence easterly and at right angles to the said east boundary three hundred and eighty nine (389) feet, thence southerly and parallel to the said east boundary to the north limit of the said road, thence easterly along the said north limit to the point of commencement,

the following described road, subject to rights of access granted by other legislation:

**MERIDIAN 4 RANGE 17 TOWNSHIP 58
ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE
ADJOINING THE EAST BOUNDARY OF RIVER LOT 10, VICTORIA
SETTLEMENT, LYING NORTH OF A LINE PERPENDICULAR TO THE EAST
BOUNDARY OF RIVER LOT 10 AND 177.39 METRES (582 FEET) NORTH FROM
THE POINT OF INTERSECTION OF THE SAID EAST BOUNDARY WITH THE
NORTH LIMIT OF ROAD CROSSING THE SAID LOT CONTAINING 2.32
HECTARES (5.73 ACRES) MORE OR LESS, EXCEPTING THEREOUT ALL
MINES AND MINERALS**



Received first reading this ____ day of _____, 2022.

Reeve
Seal

Chief Administrative Officer

Received SECOND READING this ____ day of _____, 20__.

Received THIRD READING and finally passed this ____ day of _____,
20__.

Reeve
Seal

Chief Administrative Officer



REQUEST FOR DECISION		DATE	August 25, 2022,	4.11
TOPIC	Proclaim: Metis Crossing Day, September 25, 2022			
PROPOSAL	<p><i>That Smoky Lake County Proclaim September 25, 2022, as Metis Crossing Day in Smoky Lake County.</i></p> <p>ATTACHMENTS</p> <ul style="list-style-type: none"> Proposed Proclamation – © Attachment 1 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<u>Alberta <i>Municipal Government Act</i></u>		
BENEFITS	<ul style="list-style-type: none"> Public Awareness & Partnership. 			
DISADVANTAGES	<ul style="list-style-type: none"> Staff time 			
ALTERNATIVES	<ul style="list-style-type: none"> Defer or Decline taking action 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs: _____		Capital Costs: _____		
Budget Available: _____		Source of Funds: _____		
Budgeted Costs: _____		Unbudgeted Costs: _____		
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS		<ul style="list-style-type: none"> Advocacy on issues that matter to Smoky Lake County residents. 		
COMMUNICATION STRATEGY		<ul style="list-style-type: none"> Mail-out 		
RECOMMENDATION				
<p>That Smoky Lake County Proclaim September 25, 2022, as Metis Crossing Day in Smoky Lake County.</p>				
CHIEF ADMINISTRATIVE OFFICER				

Proclamation

Metis Crossing Day, September 25th, 2022

WHEREAS, the Smoky Lake County has long been a home and center for the Métis Nation, and

WHEREAS, the Victoria District National Historic Site of Canada, located within the Smoky Lake County, constitutes a mini-history of the Canadian settlement experience, including First Nations trading, missions, development of the fur trade, establishment of Métis river lot system, agricultural development, and Prairie immigration at the beginning of the 20th Century, and

WHEREAS, the Métis Nation contributes significantly to the heritage and development of the Smoky Lake area, including homesteading and fur-trade families such as McGillivray, Norn, Flett, Cromarty Buchanan and Howse-Livingston, and renowned guide Peter Erasmus of the Palliser Expedition (1857 to 1860), and

WHEREAS, Métis Crossing is located on Victoria Settlement River Lots 10, 11, 12, and 13 within the Victoria District and is rapidly becoming a source of inter-cultural understanding, knowledge, and friendship, as well as a gathering place, drawing visitors from across the Smoky Lake County, Province of Alberta, Canada, and beyond, and

WHEREAS, the Smoky Lake County is collaborating with the Town of Smoky Lake, the Métis Nation of Alberta, and other community groups on implementation of the Victoria District Economic Development Strategy, and

WHEREAS, the Smoky Lake County warmly applauds the Grand Re-opening of Métis Crossing on September 25, 2022,

NOW THEREFORE, I, Lorne Halisky, do hereby proclaim September 25, 2022 to be designated as Métis Crossing Day in the Smoky Lake County.

IN WITNESS THEREOF, I have here unto set my hand and caused the seal of the Smoky Lake County to be affixed, this 25th day of August, 2022.

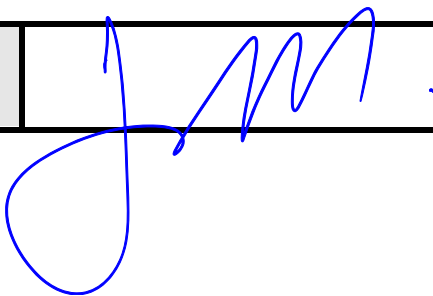
SEAL

Lorne Halisky, Reeve





REQUEST FOR DECISION		DATE August 25, 2022	4.12
TOPIC	Restoration of Missing Bylaw No. 1298-16 into the Municipal Files		
PROPOSAL/ BACKGROUND	<p>Proposal: The original signed paper version of Bylaw No. 1298-16 is missing from our official Bylaw repository; it was likely removed to be copied and either misfiled or became lost.</p> <p>Administration is able to reprint the Bylaw from our electronic records in confidence that it is the exact same version as presented and duly passed on February 23, 2017, as we have the unsigned paper copy from the original agenda package of February 23, 2017, to compare it to.</p> <p>Administration is asking Council to acknowledge that a (temporary or possibly permanent) replacement must be made by having the current Reeve and CAO affix their signatures to a reprint of the Bylaw for restoration into the municipal records; and, that upon return of the original signed paper version of Bylaw No. 1298-16, the replacement document would be shredded and destroyed, and the original shall be immediately re-inserted into the records.</p> <p>Background: Bylaw No. 1298-16 was duly adopted by Council on February 23, 2017, after:</p> <ul style="list-style-type: none"> ✓ given first reading on December 15, 2016, and ✓ following its' Public Hearing on February 23, 2017. <p>Effective Date and Signature: Section 189 of the MGA indicates that a bylaw is passed when it receives third reading and it is signed in by the chief elected official and a designated officer (CAO). A bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in an enactment or in the bylaw.</p> <p>About the Bylaw: Bylaw No. 1298-16 is the bylaw that amended the Land Use Bylaw No. 1272-14 to rezone the lands legally described as River Lot 10 & River Lot 11, Victoria Settlement, from Victoria Agriculture (A1) District to Victoria Commercial (C2) District, and to add a definition of "Cultural Facility" and a definition of "Art, Craft and Photography Studios" to the list of definitions, and to add "Art, Craft and Photography Studios"; "Campground, Basic"; "Campground, Recreational Vehicle"; and "Cultural Facility" to the list of Permitted Uses within Section 8.9(2) Victoria Commercial District.</p> <p>This bylaw allowed for the development of a cultural interpretive center and associated facilities at Métis Crossing. Every due diligence was carried out for this development. The development was presented at an open house and was subject to the development permit application process, Municipal Planning Commission approval, and Development Permit issuance.</p>		

	<p>Attachments:</p> <ol style="list-style-type: none"> Signed Minutes of December 15, 2016. © Signed Minutes of February 23, 2017. © Re-print of Bylaw No. 1298-16. © 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
Nil			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>Municipal Government Act: <u>Passing of bylaw - Section 189:</u> A bylaw is passed when it receives third reading and it is signed in accordance with section 213. <u>Signing or authorization of municipal documents - Section 213(3):</u> Bylaws must be signed by (a) the chief elected official, and (b) a designated officer. <u>Coming into force - Section 190(1):</u> A bylaw comes into force at the beginning of the day that it is passed unless otherwise provided in this or any other enactment or in the bylaw.</p>		
BENEFITS	County records will be restored and complete.		
DISADVANTAGES	Nil.		
ALTERNATIVES	Council's Discretion.		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	\$ _____	Capital Costs:	_____
Budget Available:	_____	Source of Funds:	_____
Budgeted Costs:	_____	Unbudgeted Costs:	_____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Nil		
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> None Required. 		
RECOMMENDATION			
<p>That Smoky Lake County Council acknowledge the paper document of the following Bylaw has been deemed to be missing from the County's official Bylaw repository:</p> <p>"Bylaw No. 1298-16 to amend the Land Use Bylaw No. 1272-14, to rezone the lands legally described as River Lot 10 & River Lot 11, Victoria Settlement, from Victoria Agriculture (A1) District to Victoria Commercial (C2) District, and to add a definition of "Cultural Facility" and a definition of "Art, Craft and Photography Studios" to the list of definitions, and to add "Art, Craft and Photography Studios"; "Campground, Basic"; "Campground, Recreational Vehicle"; and "Cultural Facility" to the list of Permitted Uses within Section 8.9(2) Victoria Commercial District";</p> <p>and acknowledge the Reeve and CAO are authorized to affix their signatures to a reprint of the said Bylaw for replacement in the records with the following notation added as a stamp/sticker:</p> <p>"The original signed Bylaw No. 1298-16 was removed from the record and is deemed to be missing. This Document is a true re-print of the original Bylaw No. 1298-16 originally adopted by the Council on February 23, 2017 and had been signed in accordance with Council's August 25, 2022, this Motion (#____) to therefore restore this Bylaw into the Official Record in original form and content. And, upon return of the original, signed, paper Bylaw No. 1298-16, it shall be immediately re-inserted into the record, and this replacement document shall be shredded and destroyed."</p>			
CHIEF ADMINISTRATIVE OFFICER			

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday,
December 15, 2016 at 1:50 P.M. in the County Council Chambers.

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

		ATTENDANCE
		<u>Thursday, Dec. 15, 2016</u>
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present 1:56 p.m.
GIS/Communication	Paul Miranda	Absent
Plan/Dev Manager	Jordan Ruegg	Present 1:52 p.m.
Legislative Svcs/R.S.	Patti Priest	Present

Jane Dauphinee, Principal/Senior Planner, Municipal Planning
Services (2009) Ltd. entered chambers, time 1:59 p.m.

No Members of the Media.
No Member of the public.

2. Agenda:

Agenda

239-16: Cholak

That the Agenda for Thursday, December 15, 2016 County Council
Meeting be adopted, as amended:

Addition:

1. Agricultural Disaster.

Carried Unanimously.

3. Minutes:

No Minutes.

Addition to the Agenda:

Agricultural Disaster Declaration

240-16: Bobocel

That the Smoky Lake County defer the option of declaring Agricultural
Disaster, until the Agricultural Fieldman presents a report on
unharvested crops, and quality of harvested crops, in Smoky Lake
County, at the next scheduled Agricultural Service Board Meeting on
January 16, 2017.

Carried.

4. Request for Decision:

Bylaw 1298-16: Amending Land Use Bylaw 127-14.

241-16:

That **Bylaw No. 1298-16:** to amend Bylaw No. 1272-14 being the
Smoky Lake County Land Use Bylaw, for the purpose of rezoning the
lands legally described as River Lot 10 and River Lot 11, Victoria
Settlement, from "Victoria Agriculture (A1) District" to "Victoria
Commercial (C2) District"; and to add definitions for "Art, Craft and

SMOKY LAKE COUNTY

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CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present 1:56 p.m.
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Jane Dauphinee, Principal/Senior Planner, Municipal Planning Services (2009) Ltd. entered chambers, time 1:59 p.m.

No Members of the Media.
No Member of the public.

2. Agenda:

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Carried Unanimously.

3. Minutes:

No Minutes.

Addition to the Agenda:

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That the Smoky Lake County defer the option of declaring Agricultural Disaster, until the Agricultural Fieldman presents a report on unharvested crops, and quality of harvested crops, in Smoky Lake County, at the next scheduled Agricultural Service Board Meeting on January 16, 2017.

Carried.

4. Request for Decision:

Bylaw 1298-16: Amending Land Use Bylaw 127-14.

241-16:

That **Bylaw No. 1298-16:** to amend Bylaw No. 1272-14 being the Smoky Lake County Land Use Bylaw, for the purpose of rezoning the lands legally described as River Lot 10 and River Lot 11, Victoria Settlement, from "Victoria Agriculture (A1) District" to "Victoria Commercial (C2) District"; and to add definitions for "Art, Craft and

Photography Studios” and “Cultural Facility” uses to “Section 1.7 - Interpretation/Definitions”; and to insert the uses “Art, Craft and Photography Studios”, “Campground, Basic”, “Campground, Recreational Vehicle” and “Cultural Facility” into “Section 8.9(2) – Victoria Commercial District” as “Permitted Uses”; and to insert the uses “Art, Craft and Photography Studios” and “Solar Energy Collection Systems” into “Section 8.2(2) – Agriculture District” and “Section 8.3(2) – Victoria Agriculture District” as “Permitted Uses”; and to delete the use “Solar Energy Collection Systems” from “Section 8.2(3) – Agriculture District” and “Section 8.3(3) – Victoria Agriculture District” as “Discretionary Uses”; be given **FIRST READING**.

Carried.

Schedule Public Hearing – Bylaw 1298-16 Amending Land Use Bylaw 1272-14

242-16: Bobocel That a **Public Hearing** for Bylaw 1298-16: Amending Land Use Bylaw 1272-14, be scheduled for Thursday, **February 16, 2016** at 9:15 a.m., in County Council Chambers.

Carried.

2017 Cost of living

243-16: Cholak That Smoky Lake County Management and Non-Union (out of scope) employees, receive a one and one half percent (1.5%) Cost of Living Allowance (COLA) salary increase, for year 2017, effective January 1, 2017.

Carried.

6. Correspondence:

Town of Vegreville Letter of Support

244-16: Bobocel That Smoky Lake County write a letter of support as recommended at the Regional Economic Development Committee (RCDC) meeting held on December 12, 2016, in support of the Immigration Case Processing Centre in Vegreville, Alberta **not** being moved to Edmonton, to the Minister of Immigration, Refugees and Citizenship: the Honourable John McCallum, P.C., M.P.; and carbon copy the Town of Vegreville Mayor.

Carried.

Vilna School – Costa Rica Project Trip 2017

245-16: Cholak That Smoky Lake County donate in the amount of **\$500.00** to Vilna School Costa Rica Project Trip 2017 as per letter request from Paul Jespersen, Vice Principal, Vilna School, dated December 2016; and fund to be allocated from Grants to Individuals and Organizations 2017.

Carried.

ADJOURNMENT:

246-16: That this meeting be adjourned, time 2:38 p.m.

Carried.


REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **February 23, 2017** at 9:30 A.M. in the County Council Chambers.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, February 23, 2017</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present @ 9:35 a.m.
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present @ 10:32 a.m.
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Absent
Public Works Mgr.	Doug Ponich	Absent
GIS/Communication	Paul Miranda	Present
Plan/Dev Manager	Jordan Ruegg	Present
Legislative Svcs/R.S.	Patti Priest	Present

1 Members of the Media:
Smoky Lake Signal in attendance.

Jane Dauphinee, Principal/Senior Planner, Municipal Planning Services (2009) Ltd.

2. Agenda:

Agenda
414-17: Cholak

That the Agenda for Thursday, February 23, 2017 County Council Meeting be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

PUBLIC HEARING:

Bylaw 1298-16: Amending Land Use Bylaw 1272-14

The Reeve Craig Lukinuk called the Public Hearing to order at 9:30 a.m. in the presence of all the Council members, the Chief Administrative Officer; the Assistant Chief Administrative Officer, the Finance Manager, the GIS/Communication Director, and the Recording Secretary.

Jordan Ruegg, Planning and Development Manager in attendance for the Public Hearing.

Jane Dauphinee, Principal/Senior Planner, Municipal Planning Services (2009) Ltd. in attendance for the Public Hearing.

General Public: 6 members of the Public in attendance for the Public Hearing.

Smoky Lake County
Bylaw No. 1298-16

Bylaw No. 1298-16: to amend Bylaw No. 1272-14 being the Smoky Lake County Land Use Bylaw for the purpose of rezoning the lands legally described as River Lot 10 and River Lot 11, Victoria Settlement, from "Victoria Agriculture (A1) District" to "Victoria Commercial (C2) District"; and to add definitions for "Art, Craft and

Photography Studios” and “Cultural Facility” uses to “Section 1.7 - Interpretation/Definitions”; and to insert the uses “Art, Craft and Photography Studios”, “Campground, Basic”, “Campground, Recreational Vehicle” and “Cultural Facility” into “Section 8.9(2) – Victoria Commercial District” as “Permitted Uses”; and to insert the uses “Art, Craft and Photography Studios” and “Solar Energy Collection Systems” into “Section 8.2(2) – Agriculture District” and “Section 8.3(2) – Victoria Agriculture District” as “Permitted Uses”; and to delete the use “Solar Energy Collection Systems” from “Section 8.2(3) – Agriculture District” and “Section 8.3(3) – Victoria Agriculture District” as “Discretionary Uses”

1.0 Opening

1.1 Reeve Craig Lukinuk declared the Public Hearing open at 9:30 a.m. The Reeve stated he will Chair the Public Hearing and welcomed all persons in attendance to the Public Hearing.

1.2 Reeve at this time asked the Chief Administrative Officer to confirm that the Public Hearing has been advertised and notice has been provided in accordance with the applicable legislation.

Chief Administrative Officer replied:

Proposed **County Bylaw No. 1298-16**: to amend Bylaw No. 1272-14 has been advertised and notice has been provided in accordance with Section 606 of the *Municipal Government Act, R.S.A. 2000*.

Specifically, Sec 606(2) which states:

Notice of the bylaw, resolution, meeting, public hearing or other thing must be:

(a) *published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or*

(b) *mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.*

1.3 The purpose of this Hearing is for the Council of Smoky Lake County to obtain **public input**, in favour and opposed to proposed County Bylaw No. 1298-16: to amend Bylaw No. 1272-14.

Background:

- Bylaw 1298-16 was presented for 1st Reading on **December 15, 2016**.
- Notice of the proposed Bylaw was mailed to adjacent landowners on **February 2, 2017**.
- Notice of the proposed Bylaw was circulated to affected agencies for comment on **February 2, 2017**.
- A notice has also been posted on the County’s website since **February 7, 2017**.
- The Public Hearing Notices were advertised in the Smoky Lake Signal and **February 13, 2017 and February 20, 2017**. The proposed Bylaw was advertised and Notice has been provided in accordance with the applicable legislation.
- This hearing has been scheduled to obtain public input on proposed Bylaw in accordance with Section 230 of the Municipal Government Act.

1.4 The Reeve outlined the ground rules and the order of speaking will be:

The ground rules of the hearing and the order of speaking will be:

- a) the planner and/or planning staff will speak first to outline facts and present their recommendation on the proposed Bylaw;
- b) members of the public, who have signed in, will be given the opportunity to speak in the order they signed in, starting with those opposed to the Bylaw, followed by those who support the Bylaw;
- c) anyone else, who did not sign in will be given the opportunity to speak;
- d) the planner and/or planning staff will be given the opportunity to present closing remarks or address any of the issues or concerns presented;
- e) Councillors will be given the opportunity to ask questions;
- f) Only Councillors may ask questions of speakers during the Hearing. If any persons wish to ask questions of a speaker, they must ask Council to ask the question on their behalf during their presentation, and Council will only ask the question of a Councillor wishes to have an answer;
- g) Council will then end the Hearing and consider the information received during the Hearing;
- h) Council will consider the representations made regarding the Bylaw and any other matter Council considers appropriate.

2.0 Staff Presentation

2.1 Jane Dauphinee, Principal/Senior Planner, Municipal Planning Services (2009) Ltd. reported the following:

- The draft Area Structure Plan has been developed over a couple of years.
- Some comments received were in regard to the Area Structure Plan ensuring inclusion of small local businesses, as well as specifically, the development of Métis Crossing.
- The amendment to the plan is consistent with the statutory requirements.

3.0 Public Presentations Via Written Submissions

3.1 Jordan Ruegg, Planning and Development Manager reported there were no written submission(s) received.

4.0 Public Presentations at the Public Hearing

4.1 Against:

- Member of the General Public, Peter Bezboridka, Smoky Lake County Tax Payer:
 - No comment at this time.
- Member of the General Public, Ken Smith, Lamont County Resident - directly across the river from the Victoria Area:
 - Some positive things about the river valley is: it is unique in the county, nature thrives there and is a nature lovers paradise, it's close to the city, is a place where it is easy to control forest fires, and is a desirable place to live.
 - Some negative things are: you can't cultivate or farm it, the river flats are prone to flooding, in the spring time ice flows can jam up, the river banks can be dangerous because of beaver dams and/or holes, nobody pastures cattle along the river, being the lowest land in the area it collects cold air,

winter can be 10 degrees colder, is not a place for loud speakers.

- When steam powered boats came they often had to winch their way across.
- The river valley is a valuable resource to the County.
- County Council rules land use as to what can be done on it; the impact of these land use decision carry a lot of weight as to what happens in the county, impacting the local economy.
- Each resident will spend about \$40,000 a piece, not including the assessment of what they build per year in the community.
- If you take away the tranquility of the river valley it can detract from the economy.
- Nobody ever crossed the river at Métis Crossing; the river is too swift and too deep.
- The Fort Victoria site is not well utilized.
- In 2014 the Métis Crossing started musical events that you could hear all the way to the Hutterite Colony, starting on Fridays, carrying on all day and night, until ending Sunday.
- I have made complaints to the RCMP, who said they cannot do anything, because there are no regulations against it.
- Council has been lobbied by Métis Crossing for the last two years with funds from the federal government.
- Shaun Green, the County Economic Development Officer estimated the County would receive \$50,000 in additional tax revenue per year.
- This development is not helping anyone but the elite.

In Favor:

- Member of the General Public, Dwayne Bendfeld, Smoky Lake County Tax Payer:
 - How can I help; I have no problem with this bylaw amendment or the Métis Crossing development.
 - If there's any way to help this proposal go ahead, I will help.

- Member of the General Public, Hank Holowaychuk, Town of Smoky Lake:
 - Question: in regard to Solar Energy Collection Systems, are you taking that out of the plan, or will it be allowed in the area?
 - I do fully support this, if we allow a little more flexibility in our planning process, it will open up opportunities within our County to other Albertans and Canadians.
 - Most cities today are located along a river; proving rivers and development are compatible. Anywhere you go you can have people enjoy rivers alongside development; it does not compromise the serenity of area.
 - There will be lots of opportunities and benefits from this amendment.
 - The people opposed to this are the ones who give little support to local business.
 - We need people to come here and live here.
 - This will be a positive thing for everybody.

Comment: Planning and Development Manager, Jordan Ruegg: in regard to Solar Collection Systems, we are removing it as a discretionary use and adding it as a permitted use.

- Member of the General Public, Mark Watson, Town of Smoky Lake.
 - I have attended, as a reporter, the events of the Métis crossing and also stayed in their campground, and have not found too many adverse effects from those events.
 - I have studied the development plans that have been developed over the years and find that it's certainly a good use of that particular area.
 - Métis Crossing will contribute to the local economy by spilling over shopping, fuel, restaurants, increasing the tourism traffic.
 - On a personal basis, I support the changes to the bylaw.

For Comment – Not For or Against:

- Member of the General Public, Bob Gillespie, Smoky Lake County Tax Payer:
 - I am not for or against the changes to the bylaw, I want clarity as to what is going on with these properties, the map (site plan) is illegible.
 - I came here today out of curiosity and to get clarification on the map diagram.

Comment: Municipal Planning Services (2009) Ltd, Jane Dauphinee: The processing of today, is about making the changes in the bylaw. We don't have any more information on the Métis Crossing site development, we are waiting for the developer to apply for another permit. Any development permit that comes in, will have to be consistent with the listed discretionary uses in the bylaw.

Comment: Planning and Development Officer, Jordan Ruegg: The map picture is irrelevant because it is the original proposal, there may be changes.

Comment: Chief Administrative Officer, Cory Ollikka: The Public needs to understand the bylaw process: to define what is allowed and separate the development process. Today we are deciding what will be allowable, and then, at some point there will be a proposal from the developer when they are ready, this bylaw sets up the rules under which they will be governed.

Comment: Councillor Division No. 5, Randy Orichowski: There's got to be a way of producing a clearer map.

Comment: Planning and Development Officer, Jordan Ruegg: I agree, but that's what we have on file.

Comment: Member of the General Public, Ken Smith: All my objections would melt away, if we had a noise bylaw.

Comment: Member of the General Public, Hank Holowaychuk: The bylaw is going to be a very positive step, its' very fair, and there's ample opportunity for public input. That site is the most peaceful place, the events at Métis Crossing won't be all year round, and are well organized.

5.0 Questions and Answers

5.1 Public: no further items.

5.2 Council: no further items.



6.0 Closing Remarks

Reeve Craig Lukinuk declared discussion on the proposed Smoky Lake County Bylaw No. 1298-16: Amending Land Use Bylaw 1272-14, closed at 10:18 a.m.

County Council Meeting

County Council Meeting reconvened, time 10:32 a.m.

Councillor Cary Smigerowsky entered Council chambers, time 10:32 a.m.

4. Request for Decision:

Bylaw 1298-16: Amending Land Use Bylaw 1272-14

Councillor Cary Smigerowsky abstains from voting on the public hearing due to being absent from the public hearing.

Councillor Ron Bobocel stated he will be voting and apologized for being five minutes late.

415-17: Cholak

That **Bylaw No. 1298-16:** to amend Bylaw No. 1272-14 being the Smoky Lake County Land Use Bylaw, for the purpose of rezoning the lands legally described as River Lot 10 and River Lot 11, Victoria Settlement, from "Victoria Agriculture (A1) District" to "Victoria Commercial (C2) District"; and to add definitions for "Art, Craft and Photography Studios" and "Cultural Facility" uses to "Section 1.7 - Interpretation/Definitions"; and to insert the uses "Art, Craft and Photography Studios", "Campground, Basic", "Campground, Recreational Vehicle" and "Cultural Facility" into "Section 8.9(2) - Victoria Commercial District" as "Permitted Uses"; and to insert the uses "Art, Craft and Photography Studios" and "Solar Energy Collection Systems" into "Section 8.2(2) - Agriculture District" and "Section 8.3(2) - Victoria Agriculture District" as "Permitted Uses"; and to delete the use "Solar Energy Collection Systems" from "Section 8.2(3) - Agriculture District" and "Section 8.3(3) - Victoria Agriculture District" as "Discretionary Uses"; be given **SECOND READING.**

Carried.

Moved by Councillor Ron Bobocel that **Bylaw No. 1298-16:** Amending Land Use Bylaw 1272-14, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

ADJOURNMENT:

416-17: Lukinuk

That this meeting be adjourned, time 10:37 a.m.

Carried.


REEVE

SEAL


CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1298-16**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING LAND USE BYLAW 1272-14

WHEREAS the Municipal Government Act, of the Revised Statutes of Alberta 2000 and amendments thereto, authorizes Council to amend the Land Use Bylaw, and

WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of amending the Land Use District Map as it affect certain lands, and

WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of defining the following uses: “Cultural Facility”, and “Art, Craft, and Photography studios”, and

WHEREAS the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of amending the list of permitted uses within the Victoria Commercial District, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS a Public Hearing has been held in accordance with Section 230 of the Municipal Government Act, and

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta, duly assembled enacts the following:

1. That the Land Use Bylaw of Smoky Lake County, Bylaw 1272-14, be further amended to insert the following uses into Section 1.7 – Interpretation/Definitions
 - a. **“Cultural Facility”** means development for display, storage, restoration or events related to art, literature, music, education, history or science, and may incorporate restaurants, retail, convention and recreational facilities as accessory uses. This term refers to uses such as art galleries, libraries, auditoriums, museums, archives and interpretive centres.
 - b. **“Art, Craft, and Photography Studios”** mean a development used for the purpose of small scale onsite production of goods by simple processes or hand manufacturing, primarily involving the use of hand tools. Typical uses include pottery, ceramic and sculpture studios, custom jewelry manufacturing and artist and photography studios.
2. That the Land Use Bylaw of Smoky Lake County, Bylaw 1272-14, be further amended to insert the following uses into Section 8.9(2) – Victoria Commercial District as permitted uses
 - a. Art, Craft and Photography Studios,
 - b. Campground, basic,
 - c. Campground, Recreational Vehicle,
 - d. Cultural Facility
3. That the Land Use Bylaw of Smoky Lake County, Bylaw 1272-14, be further amended to insert the following uses into Section 8.2(2) and Section 8.3(2)
 - a. Art, Craft and Photography Studios,
 - b. Solar Energy Collection Systems
4. That the Land Use Bylaw of Smoky Lake County, Bylaw 1272-14, be further amended to delete the following use from Section 8.2(3) and Section 8.3(3)
 - a. Solar Energy Collection Systems
5. That Land Use District Map 1.3 within Section 11.4 of the Land Use Bylaw of Smoky Lake County, Bylaw 1272-14, be further amended as follows:
 - A. That the lands legally described as:

ALL THAT PORTION OF RIVER LOT TEN (10) IN VICTORIA SETTLEMENT WHICH LIES SOUTH OF A LINE DRAWN PARALLEL WITH AND TWENTY SIX HUNDRED AND NINETY NINE AND FOUR TENTHS (2699.4) FEET PERPENDICULARLY DISTANT SOUTHERLY FROM THE NORTH BOUNDARY OF THE SAID LOT AND NORTH OF THE PUBLIC ROAD SIXTY SIX (66) FEET IN WIDTH CROSSING THE SAID LOT, ALL AS SHOWN ON A PLAN OF SURVEY OF THE SAID SETTLEMENT, SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL, A.D. 1897, CONTAINING TWENTY EIGHT AND FORTY FIVE HUNDREDTHS (28.45) ACRES MORE OR LESS EXCEPTING THEREOUT: THREE AND SEVENTY HUNDREDTHS (3.70) ACRES MORE OR LESS, DESCRIBED AS FOLLOWS COMMENCING AT A POINT OF INTERSECTION OF THE EAST BOUNDARY OF THE SAID LOT AND THE NORTH LIMIT OF THE SAID ROAD, THENCE NORTHERLY ALONG THE SAID EAST BOUNDARY FIVE HUNDRED AND EIGHTY TWO (582) FEET THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST

BOUNDARY FOUR HUNDRED AND FIFTY FIVE (455) FEET, THENCE SOUTHERLY AND PARALLEL TO THE SAID EAST BOUNDARY THREE HUNDRED AND FIFTEEN (315) FEET, THENCE EASTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY THREE HUNDRED AND EIGHTY NINE (389) FEET, THENCE SOUTHERLY AND PARALLEL TO THE SAID EAST BOUNDARY TO THE NORTH LIMIT OF THE SAID ROAD, THENCE EASTERLY ALONG THE SAID NORTH LIMIT TO THE POINT OF COMMENCEMENT EXCEPTING THEREOUT ALL MINES AND MINERALS

as shown on "Schedule A" attached herein, be re-districted from Victoria Agriculture (A1) District to Victoria Commercial (C2) District

B. That the lands legally described as:

LOT ELEVEN (11) IN VICTORIA SETTLEMENT, AS SHOWN ON A PLAN OF SURVEY OF THE SAID SETTLEMENT SIGNED AT OTTAWA ON THE 26TH DAY OF APRIL A.D. 1897 CONTAINING ONE HUNDRED AND EIGHTY ONE (181) ACRES MORE OR LESS. EXCEPTING THEREOUT: (A) ALL THAT PORTION OF THE SURVEYED PUBLIC ROADWAY WHICH LIES TO THE EAST OF THE EAST BOUNDARY OF ROAD PLAN 3932TR. (B) NINE HUNDREDTHS (0.09) OF AN ACRE, MORE OR LESS, AS SHOWN ON ROAD PLAN 3932TR. EXCEPTING THEREOUT ALL MINES AND MINERALS.

as shown on "Schedule A" attached herein, be re-districted from Victoria Agriculture (A1) District to Victoria Commercial (C2) District

6. The invalidity of any section, clause, sentence, or provision of this bylaw shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.
7. This by-law comes into force upon third and final reading and signing in accordance with the Municipal Government Act.

Received first reading this 15th day of DECEMBER, 2016.

Reeve

Seal

Chief Administrative Officer

Received SECOND READING this _____th day of _____, 2017.

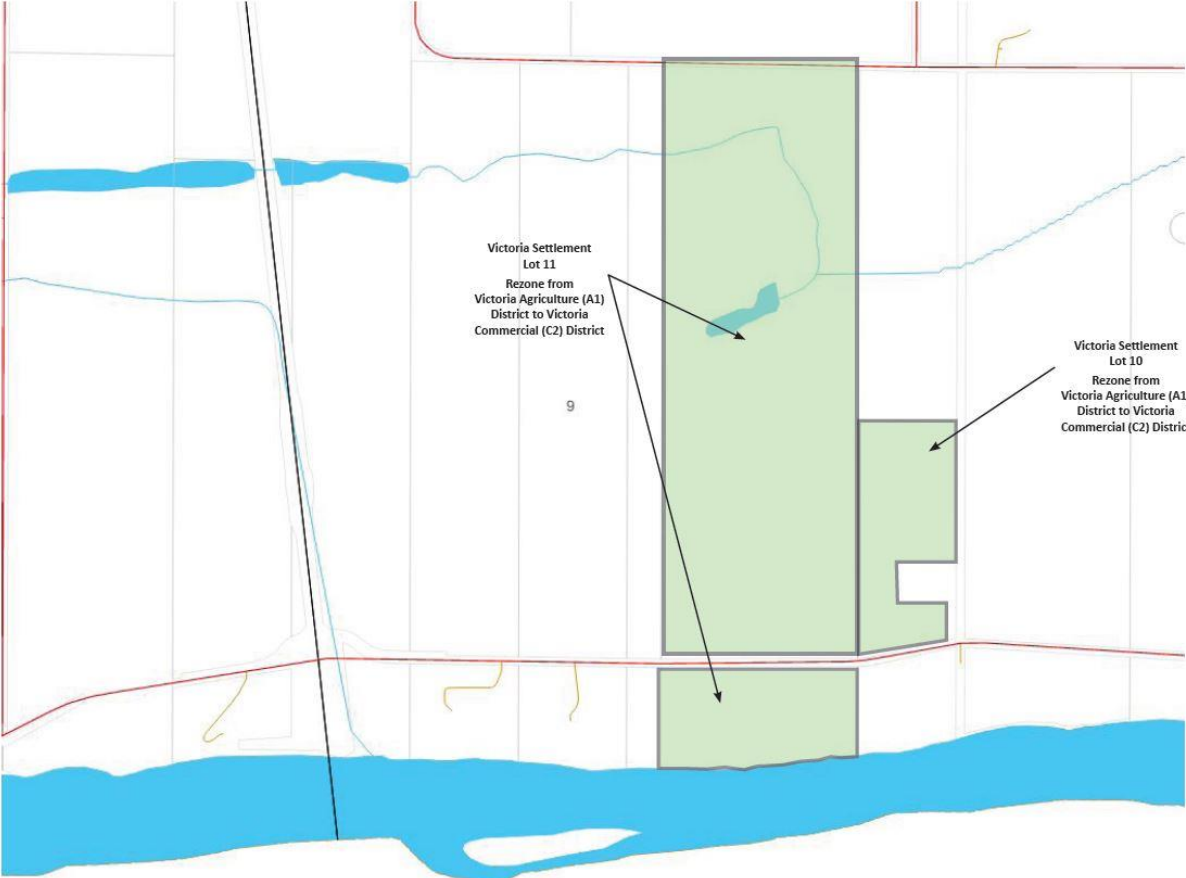
Received THIRD READING and finally passed this _____th day of _____, 2017.

Reeve

Seal


Chief Administrative Officer

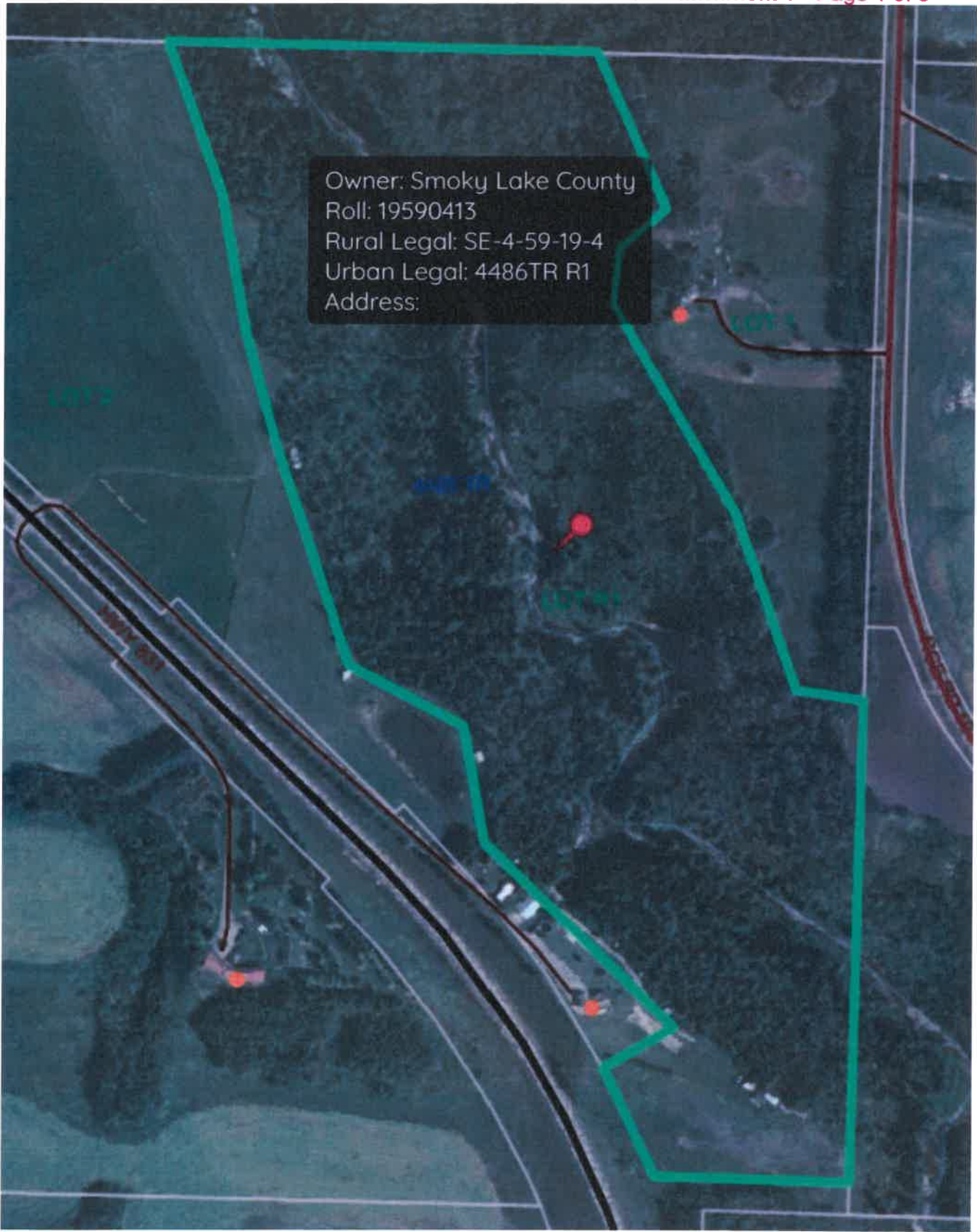
Schedule A



REQUEST FOR DECISION		DATE	August 25, 2022	4.13
TOPIC	Waskatenau Creek Conservation Lands (+/- 44 acres, Pt. of SE-4-59-19-4)			
PROPOSAL	<p><i>That Smoky Lake County explore options for the conservation of lands along the Waskatenau Creek between south of the Village of Waskatenau and the North Saskatchewan River, including the currently County-owned lands (Pt. of SE-4-59-19-W4M).</i></p> <p>Background</p> <ul style="list-style-type: none"> • Smoky Lake County presently holds title to one parcel along this corridor totaling +/- 44 acres. An additional +/- 255 acres is privately held. • There are seven (7) unique landowners along the Waskatenau Creek between the Village of Waskatenau, and the Victoria Trail/ North Saskatchewan River. • The Waskatenau Creek appears to be an exceptional feature on the Smoky Lake landscape. • Administration is proposing to conduct some preliminary pre-feasibility investigation for securing the long-term conservation of lands along the Waskatenau Creek. <ul style="list-style-type: none"> ○ This <i>could</i> take many different forms, ranging from registering Conservation Easements to Environmental Reserve (ER) subdivision, etc. ○ Securing these lands could also assist in establishing additional top-of-bank trail network in the future. • This proposed pre-feasibility work would be accommodated within <u>existing budget</u>, with any other future costs to be considered as part of the regular budgeting process, and certainly with grant opportunities being sought. <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> • June 12/22 heli-flyover photos & Munisite maps & LiDAR © Attachment 1 • Excerpt from the North Saskatchewan Watershed Alliance (NSWA) Riparian Assessment Report for Smoky Lake County. © Attachment 2 • Info Package from Edmonton and Area Land Trust (EALT) © Attachment 3 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<ul style="list-style-type: none"> • Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom • Vision: Leading the way in positive growth with healthy, sustainable, rural living. • Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and 				

fiscally responsible governance and services.

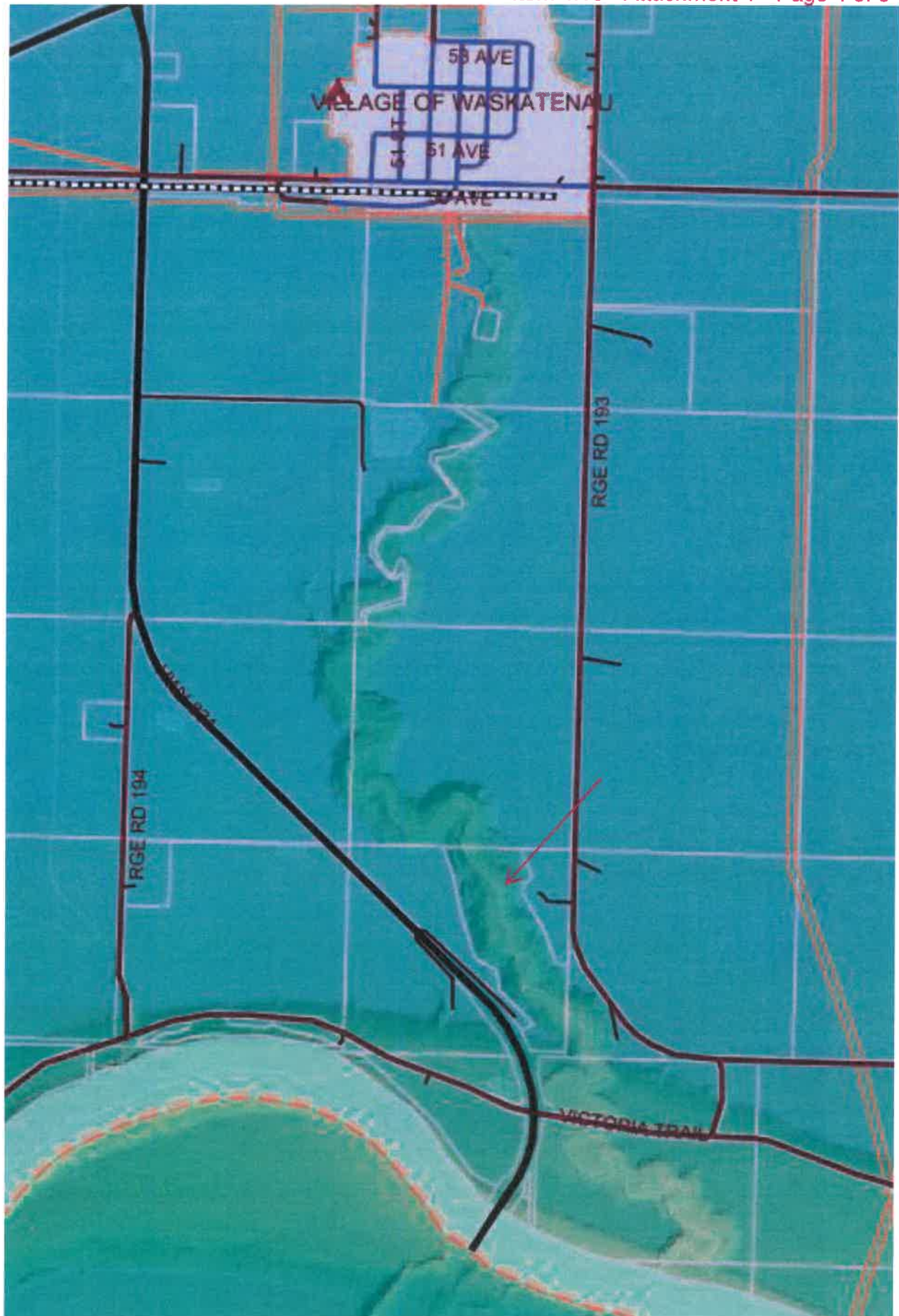
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<u>Municipal Government Act</u>	
BENEFITS	<ul style="list-style-type: none">• Environmental Conservation for the enjoyment of future generations, and sustainable eco-recreation and economic development.• Smoky Lake County becomes a destination for active-mode recreators.		
DISADVANTAGES	<ul style="list-style-type: none">• Nil.		
ALTERNATIVES	<ul style="list-style-type: none">• Take not action/Defer		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	_____	Capital Costs:	_____
Budget Available:	_____	Source of Funds:	<u>P&D</u>
Budgeted Costs:	_____	Unbudgeted Costs:	_____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none">• Collaboration and relationship-building with other municipalities and Government of Alberta		
COMMUNICATION STRATEGY	<ul style="list-style-type: none">• Website, direct-landowner letters		
RECOMMENDATION			
<p>That Smoky Lake County explore options for the conservation of lands along the Waskatenau Creek between south of the Village of Waskatenau and the North Saskatchewan River, including the currently County-owned lands (Pt. of SE-4-59-19-W4M).</p>			
CHIEF ADMINISTRATIVE OFFICER			



Owner: Smoky Lake County
Roll: 19590413
Rural Legal: SE-4-59-19-4
Urban Legal: 4486TR R1
Address:











What is Riparian Intactness?

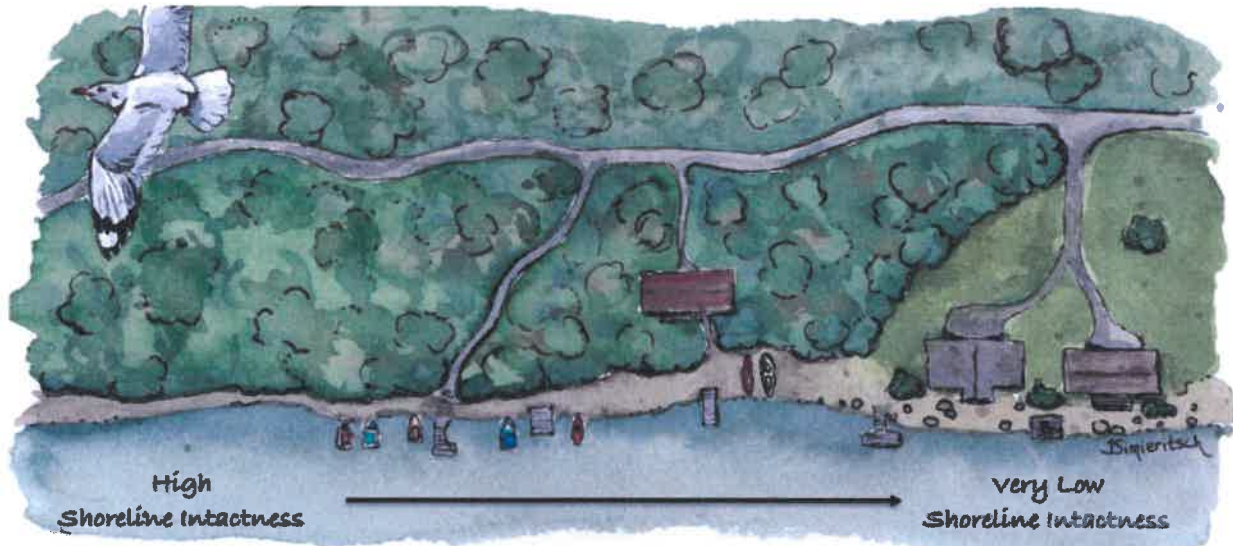


Illustration by: Terra Simieritsch

Riparian intactness is a measure of how “natural” a shoreline is. Riparian intactness measures riparian condition at a broad scale, using satellite data. This is a new method, which has been scientifically validated, to assess riparian conditions across a large area in Alberta.

How to Use This Information

- To compare the condition of water bodies or watersheds across a region
- To prioritize restoration and conservation efforts
- To complement field-based assessment methods by showcasing broad-scale results
- To guide voluntary stewardship efforts by municipalities, community groups, and landowners

Beneficial Management Practices for Municipal Leaders



Ensure that your municipality has policies for sufficient development setbacks and buffers of native plants to safeguard water bodies



Encourage and support landowners and community initiatives to maintain and improve riparian areas through water and land stewardship groups



Utilize and enforce policy tools such as Environmental Reserves, Conservation Reserves and Conservation Easements to ensure that hazard and sensitive lands are not developed



Eliminate or control invasive species in municipal riparian areas and promote natural and native species along shorelines



Minimize erosion, maintain slopes and prevent disturbance in or close to riparian areas



Educate the public about recreational use impacts and why some activities are restricted to specific places or seasons

What is Intactness?

- o Intactness is a measure of riparian condition at a broad scale (watershed or region)
- o Measures if natural habitat has been altered or impaired by human activity
- o Measures the quantity of natural and woody vegetation, as well as human footprint, using satellite data

Intactness Results for Smoky Lake County

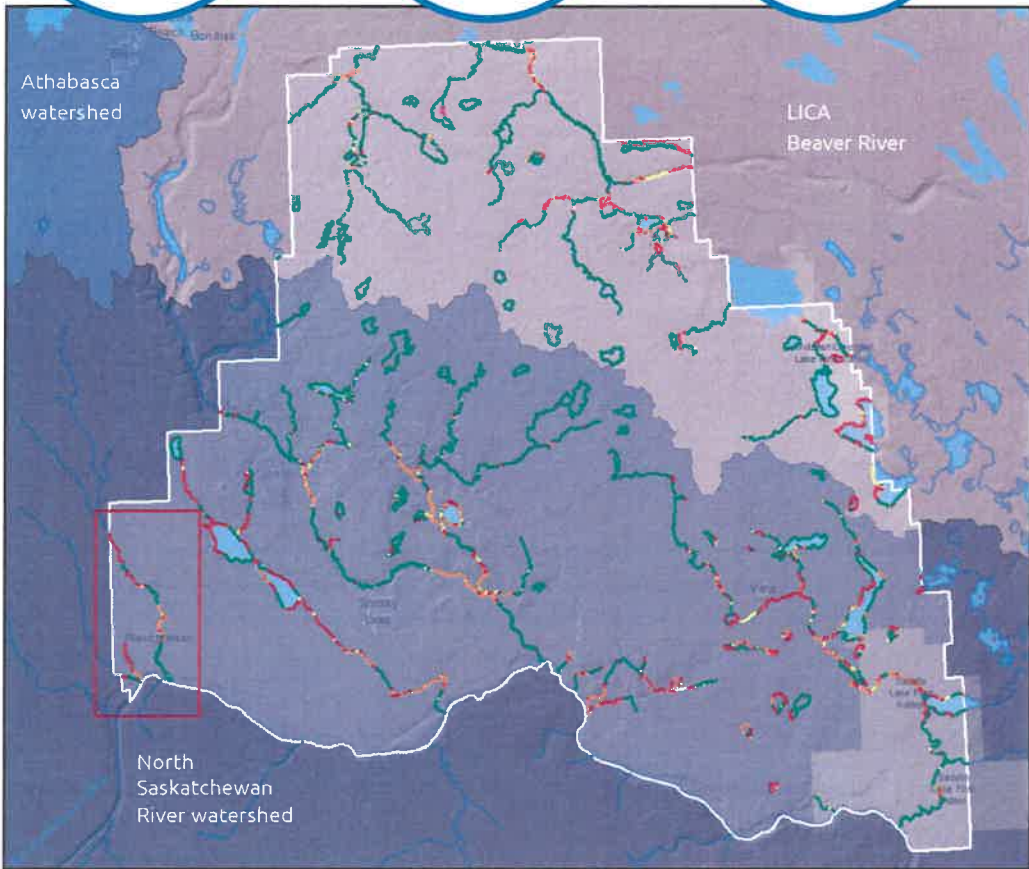
1,903 KM
of shorelines
assessed in Smoky
Lake County

48/70
lakes had 65%+
High Intactness

26/38
creeks had 65%+
High Intactness





Intactness Ratings

-  Vegetation mostly cleared. Human footprint dominant.
-  Vegetation limited. Human footprint prevalent.
-  Vegetation present. Some human footprint.
-  Vegetation present. Little or no human footprint.



Map 1: Riparian Intactness in the municipality. To view more data, please see the attached Appendix.

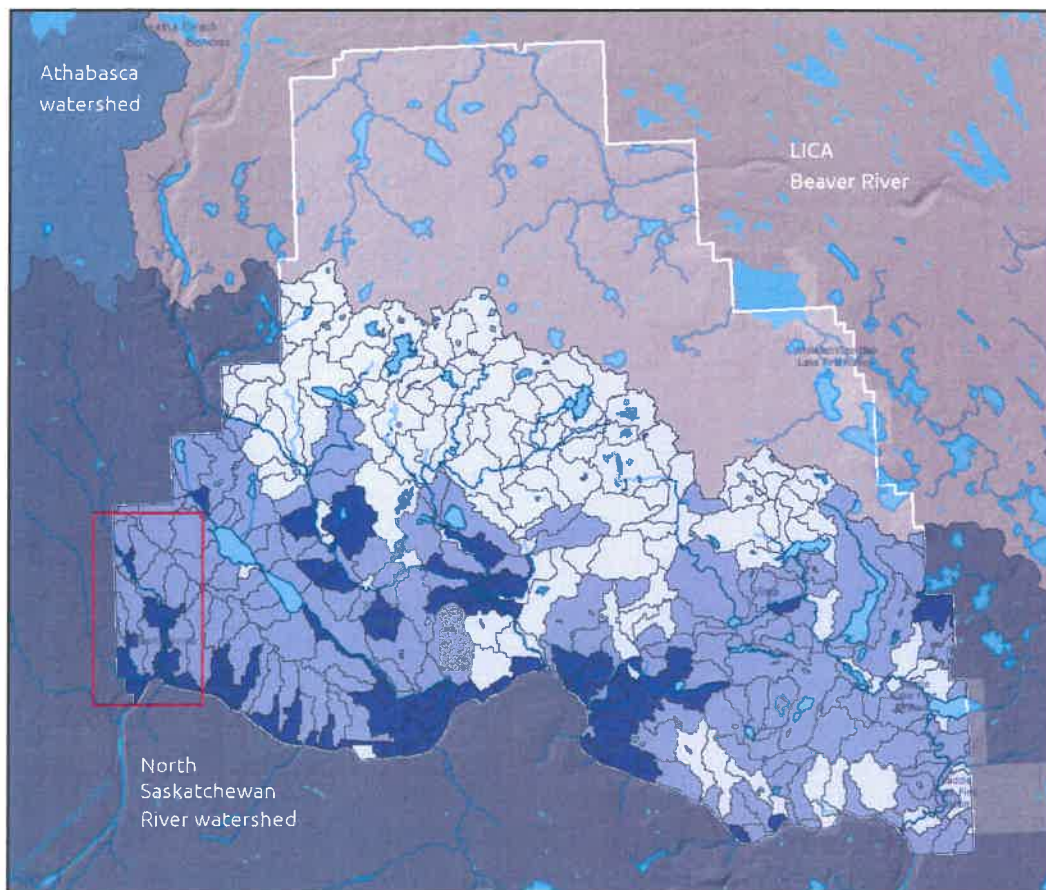
Smoky Lake County Overall Intactness

 11% Very Low	 5% Low	 13% Moderate	 71% High
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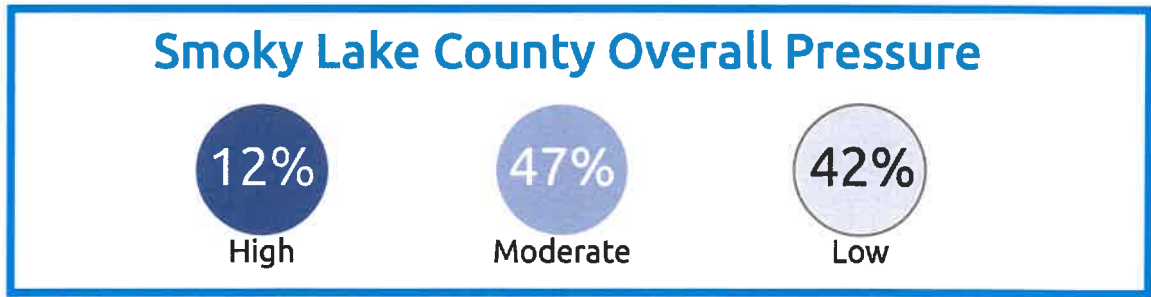
What is Catchment Pressure?

- o Indicates pressures on the landscape that might impact riparian health
- o Includes natural stressors (e.g. slope, forests) and human stressors (e.g. land-use intensity)
- o High pressure = high potential stress for riparian areas. Data was collected to inform prioritization dataset.

Catchment Pressure Results for Smoky Lake County



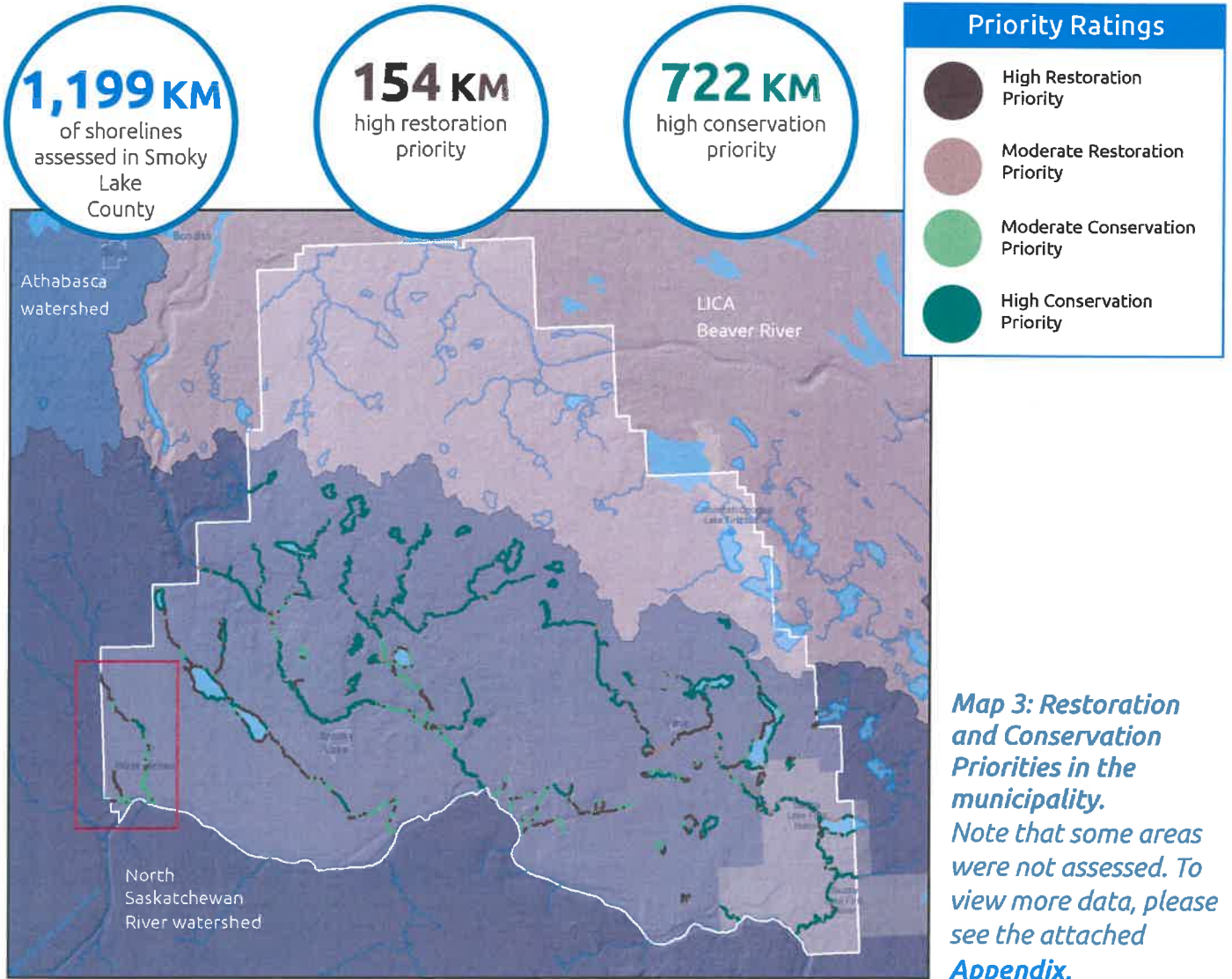
Map 2: Catchment Pressure in the municipality. Note that some areas were not assessed. To view more data, please see the attached Appendix.



What is Prioritization?

- o Combines intactness scores and pressure scores to highlight which riparian areas are most affected by landscape pressures
- o Conservation rating is prioritized where riparian intactness is high and landscape pressure is low
- o Restoration rating is prioritized where riparian intactness is low and landscape pressure is high

Prioritization Results for Smoky Lake County



Smoky Lake County Overall Prioritization

13%

High Restoration

5%

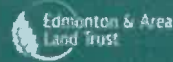
Moderate Restoration

22%

Moderate Conservation

60%

High Conservation



PLANNING YOUR CONSERVATION LEGACY

CONSERVE YOUR LAND WITH EALT

Edmonton and Area Land Trust conserves natural areas through ecological gifts of land donations and conservation easements. If your land meets our criteria for such a gift, you might want to consider planning your conservation legacy.

EALT will first discuss with you whether your land fits any of our conservation priorities from our Regional Conservation Plan. These priorities focus on supporting biodiversity, habitat connectivity, and ecosystems, and high social, cultural, agricultural, or recreational values.



01. INITIAL DISCUSSION

02. EXPLORE OPTIONS

03. INITIAL ASSESSMENT

04. FINANCIAL STRATEGY

05. BOARD APPROVAL

06. LETTER OF INTENT

07. DATA COLLECTION & REPORTING

08. LEGAL PROCESS

09. FAIR MARKET VALUE

10. ECOLOGICAL GIFTS PROGRAM

11. LAND TITLES

12. DONATION RECEIPT

13. STEWARDSHIP & MONITORING

We'll also discuss what type of land donation is best for you—a fee simple or conservation easement (CE).

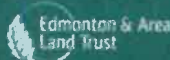
After an assessment of your land, development of a financial strategy for land stewardship, and board approval, we will work with a lawyer and appraiser experienced in land donations to draft the legal agreement and determine the fair market value of your donation. We'll also visit your land to collect information about its values for reporting. If your land is eligible for the ecological gifts program, EALT will help you apply. The program provides you with significant tax benefits. You'll also receive a tax receipt for the fair market value of your donation.

Finally, EALT will steward, continually monitor, and conserve the land.

FEE SIMPLE? OR CE?

- | | | |
|--|----|--|
| <ul style="list-style-type: none"> • EALT becomes the Landowner. • EALT stewards, protects, and monitors the land donated. • EALT will not sell the lands donated. • EALT may make these lands available for public use for low-impact recreation such as hiking and snowshoeing. • There may also be an option for a landowner to continue to live on the land after donation. | OR | <ul style="list-style-type: none"> • Landowners ensure the conservation of their land and continue to use it. • Landowners retain the ability to sell in future. • Help landowners assure the future stewardship of their lands by granting agreed rights to safeguard the land. • Registered on title and stays with the land, regardless of owner. |
|--|----|--|

DONATE, VOLUNTEER, OR LEARN MORE!





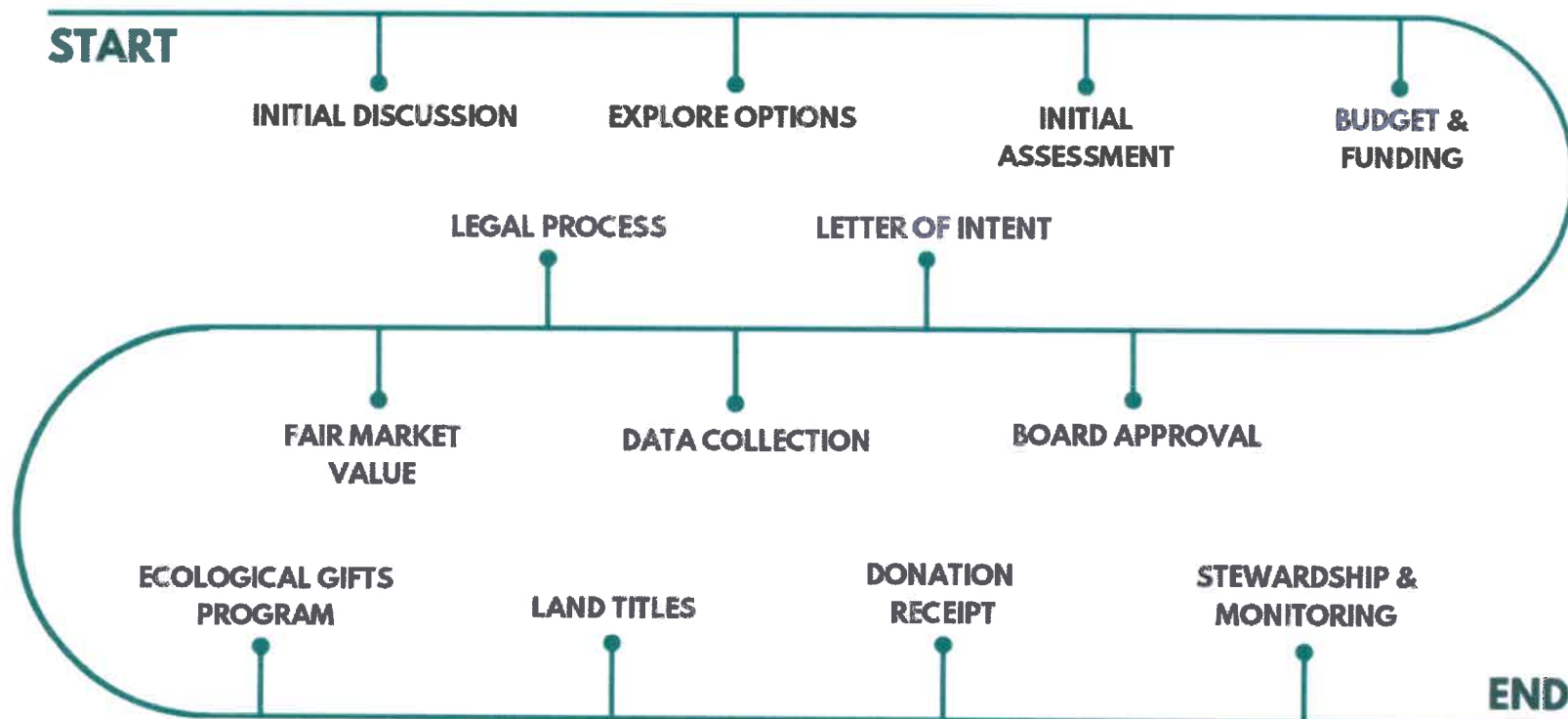
PLANNING YOUR CONSERVATION LEGACY



Edmonton & Area
Land Trust

CONSERVE YOUR LAND WITH US

This guide takes you through the steps of planning your conservation legacy with the Edmonton and Area Land Trust (EALT). We are a registered environmental charity and are eligible to receive ecological gifts such as land donations and conservation easements. We monitor and steward the lands in our care, safeguarding their ecological and other values in perpetuity. By conserving your land with us, you can have peace of mind knowing the land you love will be protected forever.





STEP 1: **INITIAL DISCUSSION**

We begin the process by learning more about your wishes for your land. Think about your land 10, 50, and 100 years from now—what do you want protected, and what makes sense for you, your family, and your financial and estate planning?



1. What are your short and long-term wishes for your land?
2. Does your family share your wishes for the land?
3. What natural or other features do you want to protect?
4. What land uses, activities, or development do you want to allow?
5. What are your financial and tax needs?
6. What are the needs of potential future owners of the land?

OUR PRIORITIES

We will consider how your land and your goals fit with our priorities for land conservation in Edmonton and area. We focus on lands that support biodiversity, habitat connectivity, and ecosystems. We also conserve lands that, in addition to ecological value, have high social, cultural, agricultural, or recreational value.



LOCATION

- Is your land in the city of Edmonton or within 150 km?
- Is your land in a high priority area identified in our Regional Conservation Plan?
- Is your land accessible by road?
- What developments in the area may impact the land?

ECOLOGICAL VALUE

- Is your land close to other ecologically important lands and does it contribute to habitat connectivity?
- Does your land have forested areas, native grasslands, wetlands, lakes, rivers, or streams?
- What wildlife are found on your land? Are there any Species at Risk or keystone species?

OTHER VALUES

- Does your property have prime agricultural land or contribute to urban agriculture?
- What recreational activities take place on the land?
- Does your land have Indigenous or other cultural or community value?

STEP 2: EXPLORE OPTIONS

There are a number of tools available to you as a private landowner interested in conserving your land. We will go over options with you and recommend that you seek professional legal, estate planning, and financial advice before deciding a course of action.



LAND DONATION



CONSERVATION EASEMENT



ECOLOGICAL GIFTS PROGRAM

LAND DONATION

There are various ways you can donate your land to EALT. Making a gift of property does not mean your connection to the land has to end. We will work with you on a donation agreement that meet your needs and ours.

- 1. **Fee-Simple Donation.** You can donate all or part of your land and EALT becomes the landowner and is responsible for the land as soon as the title transfers.
- 2. **Life Estate.** You can donate all or part of your property and continue to enjoy, live on, or work the land for a specified period of time or the remainder of your life.
- 3. **Bequest.** You can arrange a future donation of all or part of your property as a bequest in your will.

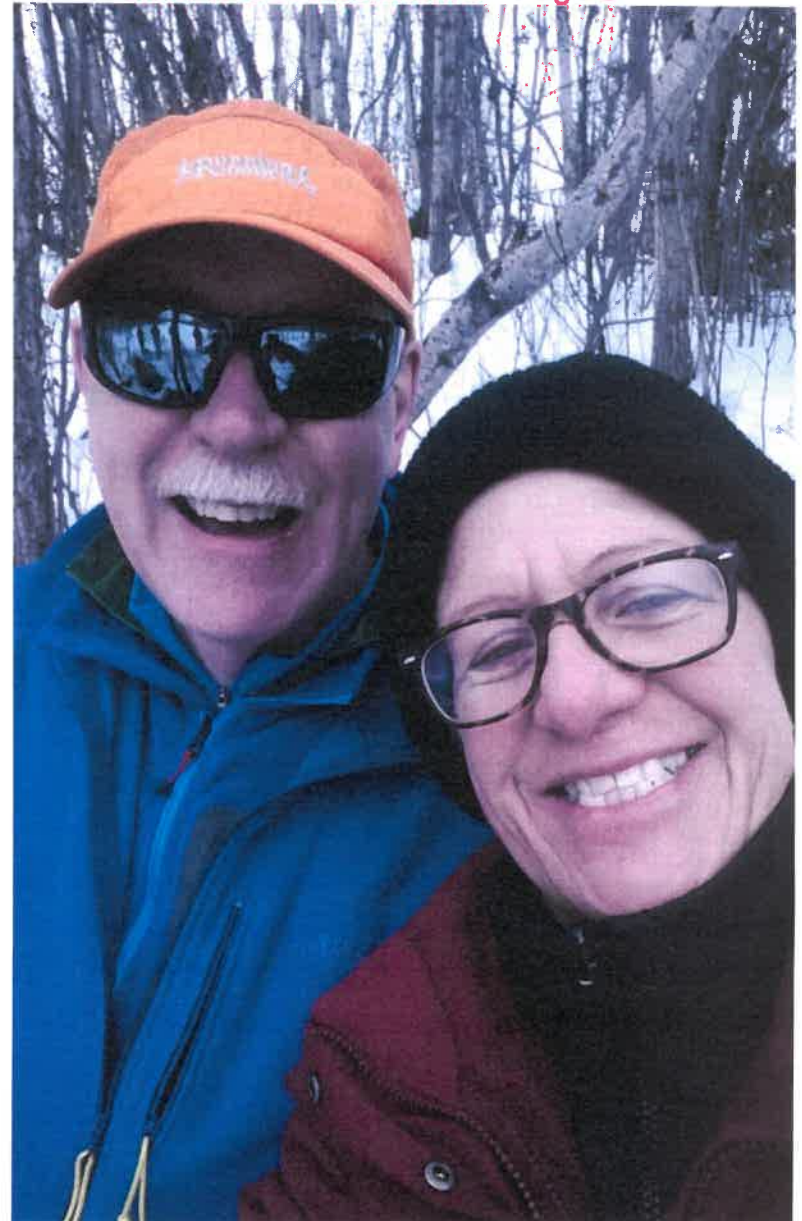


CONSERVATION EASEMENT

A conservation easement is an option when you want to continue to own your land, sell it, or pass on to heirs. You can think of owning your land as a bundle of rights. By registering a conservation easement on title, you are gifting some of those rights to EALT in order to permanently protect the forests, wetlands, or farmlands you love. We will work with you to determine what activities to limit or restrict—these restrictions help conserve those features you value with all future landowners also being subject to the terms of the conservation easement.

ECOLOGICAL GIFTS PROGRAM

This federal program provides private landowners like you with tax incentives to conserve ecologically sensitive land. For your land to be eligible it must meet provincial and national criteria and should have a high percentage of native or uncultivated vegetation, riparian areas or wetlands, or other significant natural features. Certified ecogifts receive preferential tax treatment that is superior to most other charitable gifts, and the benefits can be carried forward for 10 years.



STEP 3: INITIAL ASSESSMENT

We will learn a lot about your land from our initial discussions. We will continue to gather additional information through conversations with you, desktop research, and a possible site visit.

YOUR KNOWLEDGE

Your knowledge of your land over time and through the seasons will help us get a sense of the conservation and other values of your land. We will ask you to share your observations, as well as information you may have had over the years from foresters, biologists, archeologists, or others about your land.

DESKTOP RESEARCH

Aerial imagery will give us a bird's eye view of your land and its natural features and surroundings. You can help by sharing maps, surveys, reports, or other documents you have about your land. We will also review the title to verify the current owner(s) and learn of any caveats, liens, or registered interests.

SITE VISIT

We may ask for a site visit, typically in spring, summer, or fall. It is helpful if you can be there to show us around and point out key features, as well as issues such as trespassing or invasive plants.

STEP 4: BUDGET & FUNDING

The next step is to map out costs and potential funding to cover legal fees, appraisals, and staff time to assess and inventory your land and coordinate the potential donation or easement. We also determine annual monitoring and stewardship costs, and overall feasibility for EALT.



GRANTS



LANDOWNER CONTRIBUTIONS



FUNDRAISING

GRANTS

Grants help us undertake our securement and stewardship work. The main source of funds for land securement is the Alberta Land Trust Grant Program. This program helps cover up-front costs for securement including staff time, legal fees, appraisal fees, travel, and supplies. It also seeds an endowment fund, however additional contributions are typically needed to truly provide predictable, stable annual funds for stewardship. If your land is eligible, we will submit a grant application in the fall and await the results in the first quarter of the following year.

LANDOWNER CONTRIBUTIONS

We encourage landowners to consider donating to help with the costs of securement and stewardship. This could be a restricted donation for specific purposes (e.g., legal or appraisal fees) or setting up or contributing to an endowment fund for the land. Other options include unrestricted donations, securities, or mutual funds, and gifts in wills. All donations, large and small, are greatly appreciated.

FUNDRAISING

Each land securement is unique and in some situations we may seek to raise the necessary funds through online fundraising campaigns or other initiatives.



STEP 5: BOARD APPROVAL

If your land meets our four main criteria—location, ecological and other values, management needs, and funding—we will present the securement opportunity to EALT's Board of Directors. If approved, we will continue along the securement process with you.



STEP 6: LETTER OF INTENT

This steps summarizes our discussion so far, and puts into writing the general terms of the land donation or conservation easement. It help solidify and clarify our mutual conservation goals and intentions, and is a valuable resource for grant applications and to initiate the legal process.





STEP 7: DATA COLLECTION

We will conduct field work on your land to prepare a Baseline Documentation Report that describes the flora and fauna, landscape and development features, and current uses of your land. You can think of the report as a snapshot of your land at the time of securement.



FIELD WORK

It typically takes one to three visits in the summer months to complete field work for the baseline report. For a conservation easement, we do this work before the easement is registered on title. For a land donation, we can do the work before or after title transfer. You will receive a copy of the baseline report to review and sign.

MONITORING

The baseline report is referenced in the land donation or conservation easement agreement and is used as the basis for monitoring the conservation values of your land.

REPORTING

If your land goes through the Ecological Gifts Program, we will submit a copy of the baseline report to Environment and Climate Change Canada.



STEP 8: LEGAL PROCESS

EALT will engage a lawyer to prepare the legal agreement, tailored to the principles and terms in the Letter of Intent. We encourage you to review the agreement with your lawyer. Once the agreement is finalized, you and EALT sign, and you will receive a copy for your files.



CONSERVATION EASEMENT AGREEMENT

There are several definitions, articles, and schedules in a Conservation Easement Agreement. One important schedule is the Restrictions and Property Management Principles. It describes what is and isn't allowed on the land—these are the rights that you are granting to EALT. For example, to protect native habitat on your land, you may restrict removing trees, altering wetlands, cultivation, excavation, and subdivision.

DONATION AGREEMENT

This is a legal document that outlines the terms and conditions in which a property is gifted to EALT. It includes mutually agreed upon Property Management Principles that will guide EALT stewardship of the land you are entrusting to us.



STEP 9: FAIR MARKET VALUE

EALT will hire an independent, professional appraiser to estimate the fair market value of your donation of land or conservation easement. EALT needs the appraisal to issue you a tax receipt. It is also needed if you are applying to the Ecological Gifts Program.



Determining the fair market value of your donation is the job of a professional appraiser, experienced with preparing appraisals for ecological gifts.

For a land donation, the appraiser estimates the fair market value of your land at the time of securement. For a conservation easement, the appraiser estimates the fair market value of your land now, and its estimated value with the easement in place. The difference is the value of the conservation easement.

The appraiser may contact you for a site visit or for further information or clarification. Once the appraisal is complete, we will provide you with a copy.



STEP 10: ECOLOGICAL GIFTS PROGRAM

Donating your land through the federal Ecological Gifts Program (EcoGifts) provides you with significant tax benefits—we encourage you to speak with your financial and tax advisors. If your land is eligible for this program, EALT will assist you in applying.



Your application can begin while we are working on the details of your conservation easement or land donation. If the timing of your donation is important for realizing tax benefits in a specific year, let us know and discuss this need with your lawyer, financial, and tax advisors.

You will receive key documents throughout the certification process:

1.

Certificate of Ecological Sensitivity from Environment and Climate Change Canada.

2.

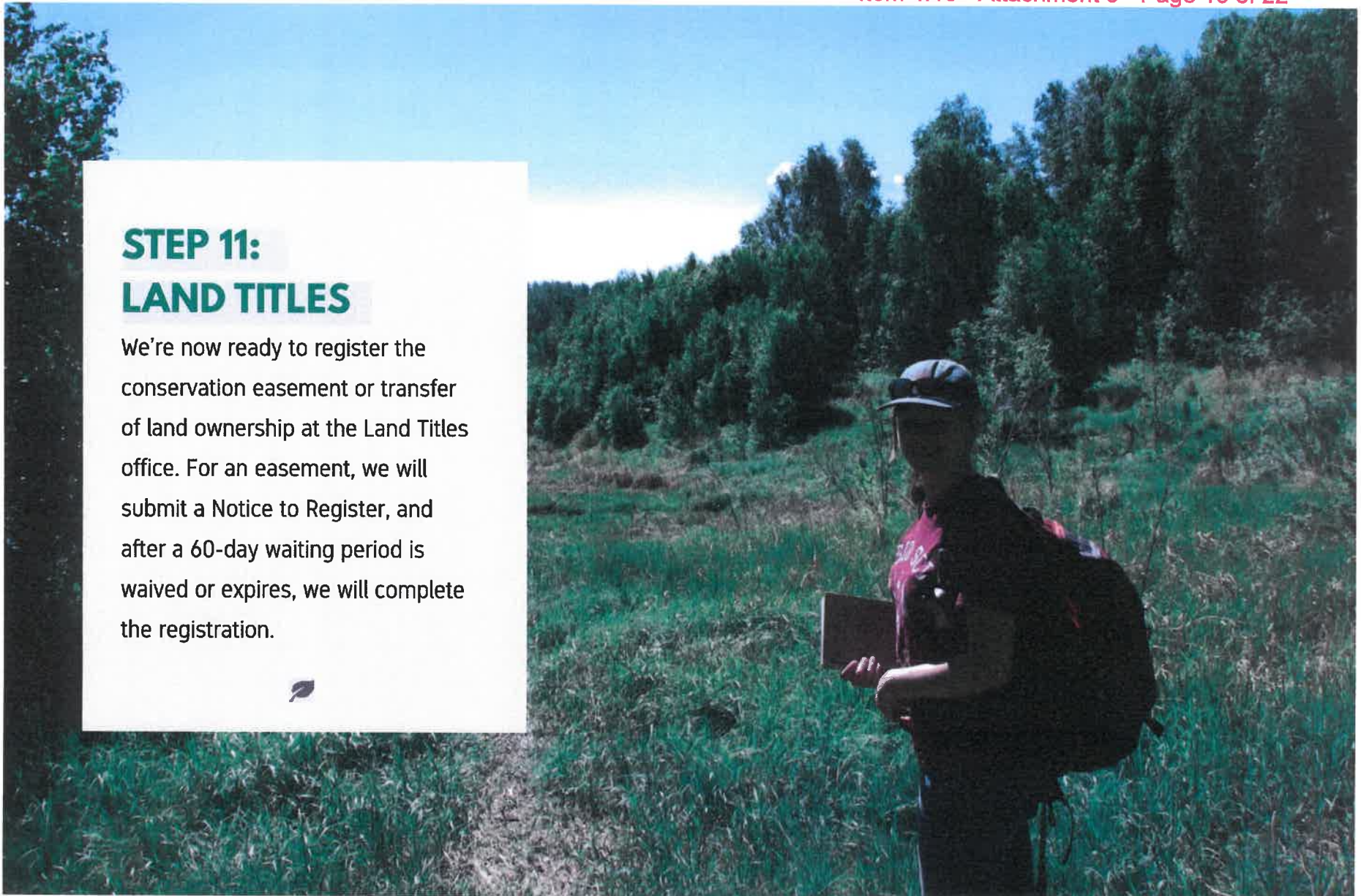
Notice of Determination of Fair Market Value from the Ecogift appraisal review board.

3.

Statement of Fair Market Value from Environment and Climate Change Canada.

STEP 11: LAND TITLES

We're now ready to register the conservation easement or transfer of land ownership at the Land Titles office. For an easement, we will submit a Notice to Register, and after a 60-day waiting period is waived or expires, we will complete the registration.



STEP 12: DONATION RECEIPT

EALT will issue you a tax receipt for the fair market value of your donation, as determined by a professional appraiser. We encourage you to speak with your financial advisor so you can make the most of tax benefits available to you.





STEP 13: STEWARDSHIP & MONITORING

This last step is just the beginning. It is also the most involved because it is ongoing monitoring and stewardship that ensures that the conservation values of your land are maintained forever.



CONSERVATION EASEMENT

As a landowner with a conservation easement now on title you continue to enjoy and use your land, subject to the principles and uses in the easement. We will stay in regular contact and will schedule a monitoring visit once a year. At these visits, we will review the easement, compare the current state of your land against the Baseline Documentation Report, and discuss any questions or concerns. We encourage you contact us anytime if you want to confirm a particular use or activity.

LAND DONATION

Once the donation is complete, EALT becomes the landowner and is responsible for caring for the land you entrusted to us. We will develop a Conservation Management Plan that outlines the management goals for the property and objectives related to habitat, access, infrastructure, recreation, and monitoring. We will identify short and long-term priorities, and undertake non-critical work as funding allows.

CONTACT US

Edmonton and Area Land Trust
#101, 10471—178 Street
Edmonton, AB, T5S 1R5


780.483.7578
info@ealt.ca
www.ealt.ca



PHOTOS

- Page 1. EALT, Boisvert Greenwood's Conservation Land
- Page 3. EALT, Wood Lily
- Page 5. EALT, Marsh Marigold
- Page 6. EALT, Volunteer Cleaning Nest Boxes
- Page 7. Ganpatt, Volunteers
- Page 8. EALT, Wolf Willow
- Page 9. EALT, Fern
- Page 10. Carbyn, Lu Carbyn Nature Sanctuary
- Page 11. EALT, Coates Conservation Land
- Page 12. 5th Avenue Photography, New Jubilee Conservation Land
- Page 13. EALT, Cow Parsnip
- Page 14. Carbyn, Common Yellowthroat
- Page 15. EALT, Cattail
- Page 16. EALT, Bee Balm
- Page 17. EALT, Ministik Conservation Land
- Page 18. EALT, Smith Blackburn Homestead
- Page 19. EALT, Common Paintbrush
- Page 20. EALT, Staff

REQUEST FOR DECISION		DATE	August 25, 2021	4.14
TOPIC	Proposed Bylaw No. 1398-21: Cancellation of all that portion of “FIRST AVE” and cancellation of all that portion of “MAIN ST”, as shown on PLAN 2206CL, located within the Hamlet of Edwand			
PROPOSAL	<ul style="list-style-type: none"> To adopt Bylaw No. 1398-21: Cancellation of all that portion of “FIRST AVE” and cancellation of all that portion of “MAIN ST”, as show on Plan 2206CL, located within the Hamlet of Edwand. 			
BACKGROUND	<ul style="list-style-type: none"> On November 11, 2017, the Planning and Development Manager for Smoky Lake County received a request indicating that a number of property owners located in the Hamlet of Edwand are interested in making an application to have portions of undeveloped road allowances located within the Hamlet closed and consolidated with adjacent properties. © Attachment 1 A similar request was made in 2010 and surveying work had begun but the County was unable to get commitments from all of the affected landowners to purchase the land comprising the areas of the proposed road closure. A previous iteration of Bylaw No. 1398-21 (Bylaw No. 1325-18) was given First Reading on October 25, 2018 and a Public Hearing was held on Bylaw 1325-18 on December 6, 2018. No representations were made on or before the Public Hearing. Following the Public Hearing, Bylaw No. 1325-18 was sent to the Minister of Transportation for approval. Smoky Lake County has not received approval of Bylaw No. 1325-18 from the Minister. Section 188(a) of the <i>Municipal Government Act</i> states that previous readings of a proposed bylaw are rescinded if the proposed bylaw does not receive Third Reading within 2 years after First Reading. A number of improvements are currently encroaching onto the road labelled as “FIRST AVE.”, onto the road labelled as “MAIN ST.” and onto the adjacent lands legally described as Plan 220CL, Block (R) © Attachment 2 A current map of Edwand is attached © Attachment 3 A map showing the proposed lot boundaries following closure and consolidation of the undeveloped road allowance and consolidation of the current Municipal Reserve lands is attached © Attachment 4 The Planning and Development Manager received the signed copy of Bylaw No. 1398-21 from Alberta Transportation on July 27, 2022. An attached letter dated July 18, 2022, from Grace Saina, Road Closure Lead, Alberta Transportation, indicated that the Bylaw needed to be amended to reflect the County’s desire to close and dispose of the portions of road contemplated by the Bylaw. A copy of said letter is attached for reference. © Attachment 5 A copy of proposed Bylaw No. 1398-21 with the required revision is attached for reference. © Attachment 6 <p><u>June 24, 2021 – Smoky Lake County Council Meeting</u></p> <ul style="list-style-type: none"> A Public Hearing was held on Bylaw No. 1398-21 and no concerns nor objections were raised regarding the Bylaw. Motion 914-21: “That Smoky Lake County Bylaw No. 1398-21: for the cancellation of all that portion of First Avenue and Main Street, within the Hamlet of Edwand, within the legal land description Plan 2206CL, for the purpose of closing the said portion of road to the public and disposing of it, be given First Reading.” <p><u>NEXT STEPS:</u></p> <ol style="list-style-type: none"> A copy of Bylaw No. 1398-21 will be sent to Land Titles office for processing. As per the request of Alberta Transportation, a copy of the signed Bylaw will be forwarded to their office and upon registration with Land Titles, confirmation that 			

CORRELATION TO BUSINESS (STRATEGIC) PLAN	
Nil	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p><u>MGA Section</u></p> <p>18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.</p> <p>22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.</p> <p>(2) A bylaw closing a road must be advertised.</p> <p>(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.</p> <p>(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given an opportunity to be heard by the Council.</p>
BENEFITS	<ul style="list-style-type: none"> Rectifies encroachment issues on Municipal Reserve Lands Improved utility of landowners' lots
DISADVANTAGES	<ul style="list-style-type: none"> Nil.
ALTERNATIVES	<ul style="list-style-type: none"> Take no action. Make changes to the requested road closure area.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: <u>\$5,000.00-10,000.00</u>	Capital Costs: _____
Budget Available: _____	Source of Funds: <u>Landowners</u>
Budgeted Costs: _____	Unbudgeted Costs: _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Smoky Lake County has been requested by Alberta Transportation to forward a signed copy of the Bylaw to their office and to notify their office once the Bylaw has been registered with Land Titles.
COMMUNICATION STRATEGY	Nil.
RECOMMENDATION	
<p>1. That Smoky Lake County Council give SECOND READING to Bylaw 1398-21: Cancellation of all that portion of "FIRST AVE" and cancellation of all that portion of "MAIN ST", as shown on PLAN 2206CL, located within the Hamlet of Edwand.</p> <p>2. That Smoky Lake County Council give THIRD READING to Bylaw 1398-21: Cancellation of all that portion of "FIRST AVE" and cancellation of all that portion of "MAIN ST", as shown on PLAN 2206CL, located within the Hamlet of Edwand.</p>	
CHIEF ADMINISTRATIVE OFFICER	

Attn: Jordan

I am sending you the signing authority for the lots in the Hamlet of Edward from Bernie Hunter, who is away at the present time.

I have been having some trouble reaching the owners of Lot #8 (Ryan Guglich * Angela Volk. We have made numerous attempts but to no avail. I also contacted the owners of Lot #1 Heather Ostapowich/Christine Parent/Derrick Slemco and they said they would send me the signed copies but to date I have not seen anything.

I will send you what I do have to day. Mr Hunter should be back home in another week or so.

Thank you,

Linda Billey

LOTS 3-7

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko --

X _____, X _____

X _____

Lot # 3 to 7: Howard Yakimishyn - X 

Lot # 8: Ryan Guglich & Anglea Volk --

X _____, X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow --

X _____, X _____

Lot # 11: Rebeka Isla, Emmily Storie and Erin Valladares --

X _____, X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum --

X _____, X _____

Lot # 14 to 16: Bernard Hunter - X _____

Lot # 17: Arlene Billey - X _____

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley --

X _____, X _____

X _____, X _____

Lot 9 & 10

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

- Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko -

X _____, X _____



X _____

Lot # 3 to 7: Howard Yakimishyn - X _____

- Lot # 8: Ryan Guglich & Anglea Volk -

X _____, X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow -

X , X 

Lot # 11: Bebeko Isla, Emmily Storie and Erin Valladares -

X _____, X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum -

X _____, X _____

Lot # 14 to 16: Bernard Hunter - X _____

Lot # 17: Arlene Billey - X _____

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley -

X _____, X _____

X _____, X _____

To: The County of Smoky Lake

LOT # 11

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko -

X _____, X _____

X _____.

Lot # 3 to 7: Howard Yakimishyn - X _____.

Lot # 8: Ryan Guglich & Anglea Volk -

X _____, X _____.

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow -

X _____, X _____.

Lot # 11: Rebeka Isla, ^{EMILY} Emmily Storie and Erin Valladares -

X Rebeka Isla, X Emily

X Erin Valladares.

Lot # 12 & 13: Glenda & Phil Reum -

X _____, X _____.

Lot # 14 to 16: Bernard Hunter - X _____.

Lot # 17: Arlene Billey - X _____.

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley -

X _____, X _____.

X _____, X _____.

To: The County of Smoky Lake

ITEM 4.14 - ATTACHMENT 1 - Page 5 of 11

LOTS # 12 & 13 / 14 TO 16

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko -

X _____, X _____

X _____

Lot # 3 to 7: Howard Yakimishyn - X _____

Lot # 8: Ryan Guglich & Anglea Volk -

X _____, X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow -

X _____, X _____

Lot # 11: Rebeka Isla, Emmily Storie and Erin Valladares -

X _____, X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum -

X Glenda Reum X _____

Lot # 14 to 16: Bernard Hunter - X Bernard Hunter

Lot # 17: Arlene Billey - X _____

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley -

X _____, X _____

X _____, X _____

Lot #17

September 13, 2017

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edwand, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko –

X _____, X _____

X _____

Lot # 3 to 7: Howard Yakimishyn - X _____

Lot # 8: Ryan Guglich & Anglea Volk –

X _____, X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow –

X _____, X _____

Lot # 11: Rebeka Isla, Emmily Storie and Erin Valladares –

X _____, X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum –

X _____, X _____

Lot # 14 to 16: Bernard Hunter - X _____

Lot # 17: Arlene Billey - X *Arlene Billey*

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley –

X *Billey* X *Stacy Granley* (Pepper)

X *L. Billey* X *Debbie Granley* (Pepper)

September 13, 2017

LOTS # 18 TO 20

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edwand, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko –

X _____, X _____

X _____

Lot # 3 to 7: Howard Yakimishyn - X _____

Lot # 8: Ryan Guglich & Anglea Volk –

X _____, X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow –

X _____, X _____

Lot # 11: Rebeka Isla, Emmily Storie and Erin Valladares –

X _____, X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum –

X _____, X _____

Lot # 14 to 16: Bernard Hunter - X _____

Lot # 17: Arlene Billey - X _____

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley –

X Billey _____ X Stacy Granley (Pepper)

X Linda _____ X Debbie (Pepper)

Jordan Ruegg,

Good morning,

Great news,

I have the signatures for lot 1,2 and 8. I believe that is everyone now.

Thank you,

Linda Billey

September 13, 2017

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko -

X Heather Ostapowich , X Christine Parent
X Derrick Slemko

Lot # 3 to 7: Howard Yakimishyn - X _____

Lot # 8: Ryan Guglich & Anglea Volk -

X _____ , X _____

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow -

X _____ , X _____

Lot # 11: Rebeka Isla, Emmily Storie and Erin Valladares -

X _____ , X _____

X _____

Lot # 12 & 13: Glenda & Phil Reum -

X _____ , X _____

Lot # 14 to 16: Bernard Hunter - X _____

Lot # 17: Arlene Billey - X _____

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debbie Granley -

X Linda Billey , X Stacy Granley (Pepper)
X Lawrence Billey , X Debbie Granley (Pepper)

Lot 8

To: The County of Smoky Lake

To Whom It May Concern;

We, the owners of the lots in the Hamlet of Edward, Alberta are listed below as follows:

- Lot # 1 & 2: Heather Ostapowich, Christine Parent & Derrick Slemko -

X _____ X

X _____

Lot # 3 to 7: Howard Yakimishyn - X

- Lot # 8: Ryan Guglich & ^{Angela}Angela Volk -

X  X 

Lot # 9 & 10: Karen Yakimishyn & Edwin Woodrow -

X _____ X

Lot # 11: Rebekah Isla, Emmilly Storie and Erin Valladares -

X _____ X

X _____

Lot # 12 & 13: Glenda & Phil Reum -

X _____ X

Lot # 14 to 16: Bernard Hunter - X

Lot # 17: Arlene Billey - X

Lot # 18 to 20: Lawrence & Linda Billey and Stacy & Debble Granley -

X _____ X

X _____ X

Continued.....page 2 of 2.....

The County of Smoky Lake, Alberta has verbally agreed to sell the county reserve land surrounding these lots to the said lot owners listed on Page -1- at the agreed cost of \$20.00 per lot plus the cost of surveying which will be divided by all said owners.

All lot owners have signed next to the lots owned by them as part of this agreement to purchase.

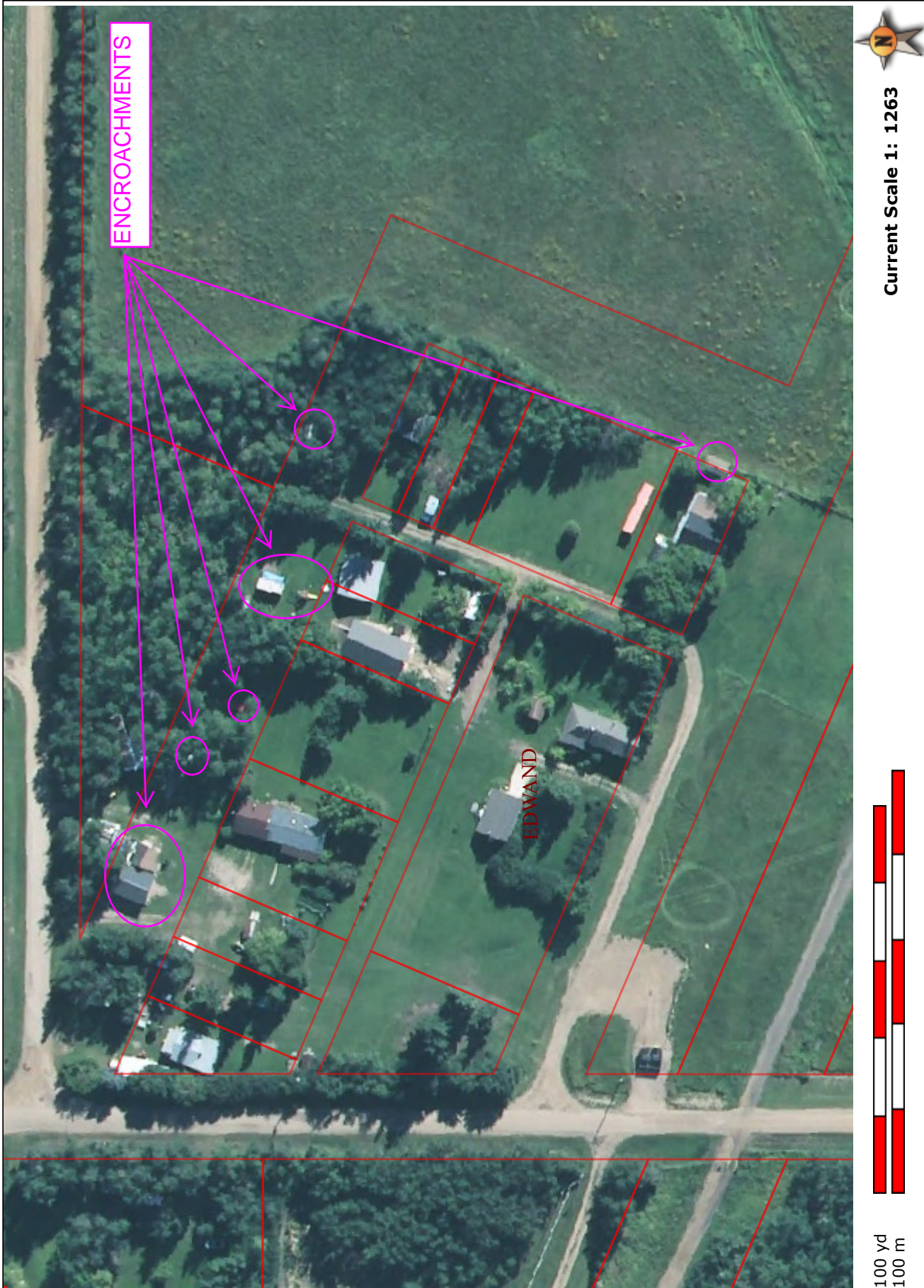
Please contact myself (on behalf of this group) for any further information required to proceed with the process to complete this agreement for the purchase of the reserve land.

Thank You,

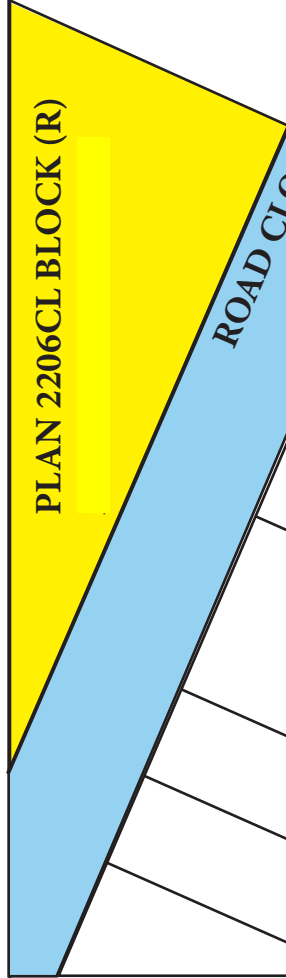
x Bernard Hunter

Bernard Hunter (Lot # 14 to 16)

Cell: 780-699-7945



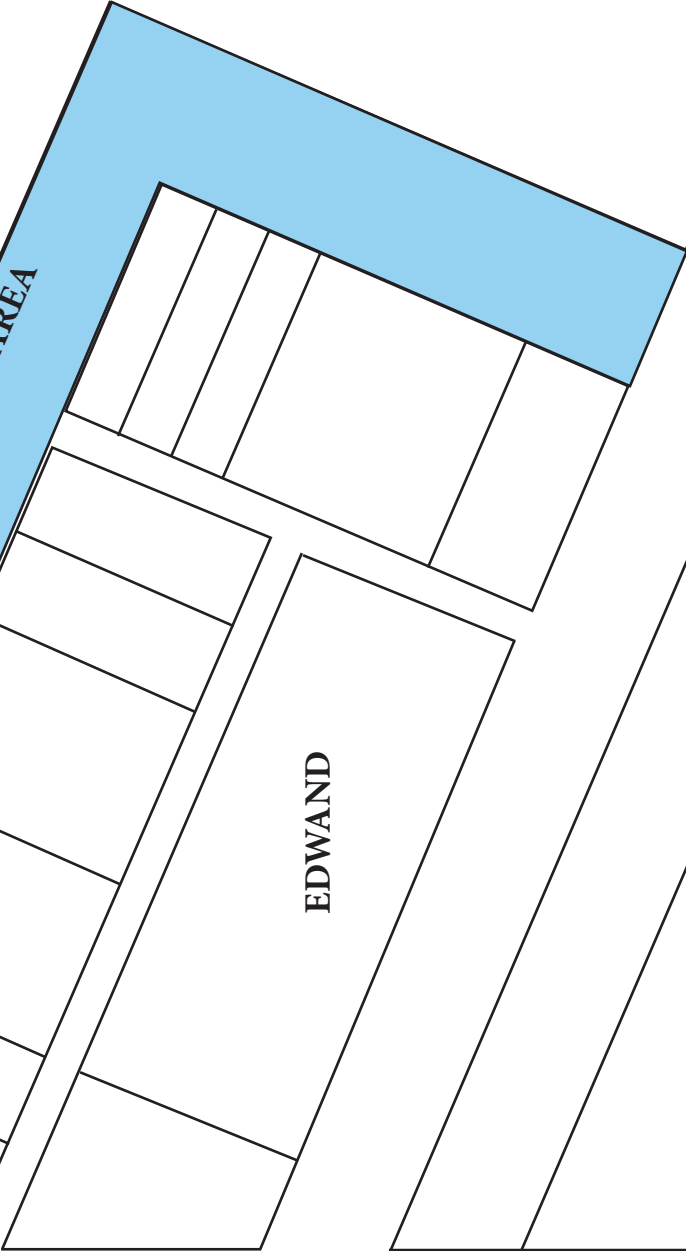
MAP #1 - HAMLET OF EDWAND (CURRENT)



PLAN 2206CL BLOCK (R)

SW 36-59-16-W4M

ROAD CLOSURE AREA



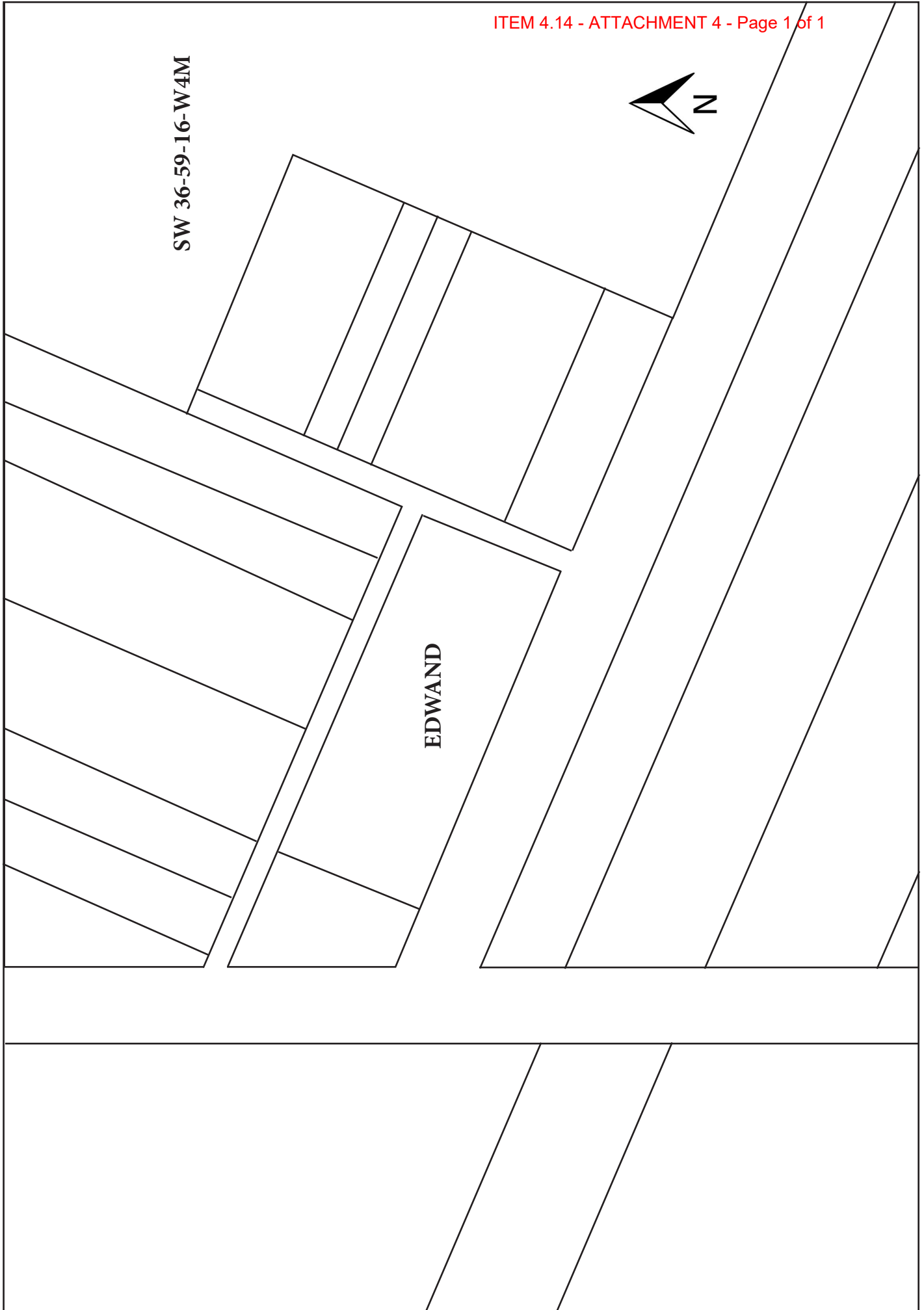
EDWAND

MAP #2 - HAMLET OF EDWAND (ROAD ALLOWANCE CLOSED & CONSOLIDATED)

SW 36-59-16-W4M



EDWAND



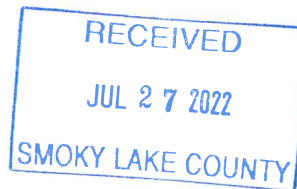
Alberta Transportation

TECHNICAL STANDARDS BRANCH
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

TELEPHONE NO: 780-638-3505
Toll Free Connection Dial 310-0000

July 18, 2022

Smoky Lake County
P.O. Box 310
Smoky Lake, AB T0A 3C0



Attention: Jordan Ruegg

RE: ROAD CLOSURE – BYLAW 1398-21

Enclosed is the above noted bylaw which was approved by Alberta Transportation for closure and disposal on July 18, 2022.

Please ensure that the bylaw is amended to identify the intent for the closed road being disposal. Information on amending a road closure bylaw may be found on our website at: <https://www.alberta.ca/road-closure-bylaw.aspx#jumplinks-4>. I am also available to answer any questions, should they arise.

Also attached are your endorsed copies of the right of way agreement with Telus *which must be registered concurrently* with the bylaw at Land Titles.

Following completion of the third reading for the amended bylaw, it may be registered at Land Titles. **Please provide a copy of the amended bylaw by email to: Trans.Edm-rdclosures@gov.ab.ca once complete** and notify me when the documents closing the road are registered at Land Titles.

Yours truly,

Grace.Saina

Digitally signed by Grace.Saina
Date: 2022.07.18 10:33:35
-06'00'

Road Closure Lead

cc: Michelle Olsen
Development and Planning Technologist
For: Athabasca, Alberta

Enclosures

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1398-21**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF, PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, the lands hereafter described are to be disposed of, and

WHEREAS, application has been made to Council to have the highway closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and disposing of, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of, the following described road, subject to rights of access granted by other legislation:

FIRSTLY:

PLAN 2206CL

ALL THAT PORTION OF FIRST AVE. WHICH LIES NORTH WEST OF THE NORTH EASTERLY PRODUCTION OF THE SOUTH EAST BOUNDARY OF LOT 9, BLOCK 1 OF SAID PLAN.

SECONDLY:

PLAN 2206CL

ALL THAT PORTION OF MAIN ST. WHICH LIES SOUTH EAST OF THE NORTH EASTERLY PRODUCTION OF THE SOUTH EAST BOUNDARY OF LOT 9, BLOCK 1, OF SAID PLAN AND WHICH ALSO LIES NORTH EAST OF THE SOUTH EASTERLY PRODUCTION OF THE SOUTH WEST BOUNDARY OF LOT 1, BLOCK 1 OF SAID PLAN.

Bylaw 1398-21: Cancellation of all that portion of "FIRST AVE" and cancellation of all that portion of "MAIN ST", as shown on PLAN 2206CL, located within the Hamlet of Edward.

Received first reading this 24th day of JUNE, 2021.

Craig Dubenak
Reeve

JMM
Seal
Chief Administrative Officer

Received SECOND READING this _____ day of _____, 20__.


Received THIRD READING and finally passed this _____ day of _____, 20__.

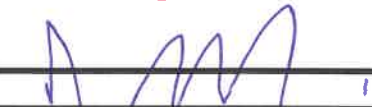
Reeve


Seal

Chief Administrative Officer

Approved this 18th day of
July, 2022
[Signature]
for: Minister of Transportation

REQUEST FOR DECISION		DATE	August 25, 2022	4.15
TOPIC	Alberta Environment and Parks (AEP) Funding Contribution Agreement: Heritage River Management Plan 			
PROPOSAL	That Smoky Lake County accept the Funding Contribution Agreement from Alberta Environment and Parks further to the Heritage River Initiative. BACKGROUND <ul style="list-style-type: none"> • Alberta Environment and Parks (AEP) Minister Jason Nixon signed the NSR Heritage River Nomination Document on April 4, 2022. <ul style="list-style-type: none"> ○ The Department then set about work on a Funding Contribution Agreement, which eventually went to the Grants and Contributions Committee during the week of August 15, 2022. • Environment and Climate Change Canada (ECCC) Minister and Minister Responsible for Parks Canada Steven Guilbeault signed the NSR Heritage River Nomination Document on June 29, 2022. A federal news release was then published on August 3, 2022. <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> • ©ATTACHMENT 1 – TO BE DISTRIBUTED WHEN AVAILABLE 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS				
BENEFITS	<ul style="list-style-type: none"> • Opportunities for leveraging and unlocking of additional grants, etc. • Natural, land, and river-based tourism development opportunities. • Opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, etc.) • Enhanced community participation, awareness, pride, and place-making. 			
DISADVANTAGES	<ul style="list-style-type: none"> • Staff time. 			
ALTERNATIVES	<ul style="list-style-type: none"> • Take not action/Defer 			
FINANCE/BUDGET IMPLICATIONS				

Operating Costs: _____		Capital Costs: _____	
Budget Available: <u>\$200,000 (Municipal Affairs - ACP) + \$45,000 (Parks Canada) + \$18,215 (AB Culture) + (\$8,000 North Sask. Watershed Alliance, in-kind)</u>			
Source of Funds: <u>grants</u>		Budgeted Costs: _____	
Unbudgeted Costs: _____			
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Partnership with Government of Alberta 		
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Website & social media 		
RECOMMENDATION			
<p>That Smoky Lake County accept the Funding Contribution Agreement from Alberta Environment and Parks further to the Heritage River Initiative.</p>			
CHIEF ADMINISTRATIVE OFFICER			

REQUEST FOR DECISION		DATE	August 25, 2022	4.16
TOPIC	Conversion of Recreational Lease Disposition (REC 711) to a 60-Year Tourism & Commercial Recreation Lease (TCL) – E 1/2-15-59-15-W4M (Bellis Beach)			
PROPOSAL	<ul style="list-style-type: none"> To convert the existing Recreational Lease (REC Lease 711) on the lands legally described as SE-15-59-15-W4M & NE-15-59-15-W4M to a 60-year Tourism & Commercial Recreation Lease (TCL). 			
BACKGROUND	<ul style="list-style-type: none"> On July 29, 2022, Smoky Lake County received a letter, dated July 25, 2022, from Jon Murray, Senior Manager, Disposition Services, Alberta Environment and Parks, informing the County that its Recreation Lease REC 711 is eligible for a conversion from its current Disposition status as a REC Lease (which has a maximum lease period of 25-years), to a Tourism & Commercial Recreation Lease (TCL), which has a maximum lease period of 60-years. A copy of the letter is attached for reference. © Attachment 1 If the conversion of the existing REC Lease is approved, the County will be issued a new 60-year TCL. According to the letter, there is no cost to convert the REC Lease to a TCL, and the County would be required to abide by the conditions on the TCL as it would the conditions of the existing REC Lease. A map showing the location of the existing REC Lease 711 is attached for reference. © Attachment 2 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		Public Lands Act R.S.A. 2000, c.P-40, as amended		
BENEFITS	<ul style="list-style-type: none"> Continue to provide camping, day use and recreation opportunities at Bellis Beach 			
DISADVANTAGES	<ul style="list-style-type: none"> Nil 			
ALTERNATIVES	<ul style="list-style-type: none"> Do not apply for a conversion of the existing REC Lease and maintain the status quo 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	_____	Capital Costs:	_____	
Budget Available:	_____	Source of Funds:	_____	
Budgeted Costs:	_____	Unbudgeted Costs:	_____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Smoky Lake County will work with Alberta Environment and Parks to ensure that the County's obligations pursuant to the Disposition are met			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATION				
That Smoky Lake County Council approve of action taken by administration to apply to Alberta Environment and Parks to convert the existing REC Lease 711, pertaining to the lands legally described as SE-15-59-15-W4M & NE-15-59-15-W4M, to a 60-year Tourism & Commercial Recreation Lease (TCL).				
CHIEF ADMINISTRATIVE OFFICER				



Lands Division
Public Lands Disposition Management
5th floor, South Petroleum Plaza
9915 – 108 Street NW
Edmonton, Alberta T5K 2G8
www.alberta.ca

July 25, 2022

REC711

SMOKY LAKE COUNTY
PO BOX 310
SMOKY LAKE, AB T0A 3C0



Dear Sir / Madam,

RE: Departmental Miscellaneous Lease/ Recreational Lease – Tourism and Commercial Recreation Lease (TCL) Streamlined Conversion Opportunity

In 2019, Alberta Environment and Parks (AEP) introduced the Tourism and Commercial Recreation Lease (TCL) disposition, to provide tourism and commercial recreation operators the ability to secure longer leases on public land, to a maximum term of up to 60 years. The change was intended to help boost tourism growth by making it easier for tourism and commercial recreation operators to secure financing.

The Alberta government recognizes commercial recreation public lands contribute to job growth and economic diversification, and as such, we are working to streamline the TCL application process.

The department has identified you as a holder of a Departmental Miscellaneous Lease (DML) or a Recreational Lease (REC) disposition for tourism and commercial recreation purposes that is eligible for conversion to a 60-year TCL term. Pending your disposition meets the eligibility criteria listed, it will be converted to a TCL and a new disposition for a 60-year term will be issued. There is **no fee or cost** to apply for this conversion. A simplified application process has been initiated to transition eligible DML and REC dispositions to a TCL.

This change will make it easier for tourism and commercial recreation operators to secure financing. AEP recognizes that there may be some specific circumstances where a disposition holder does not require a longer term. If these cases, the disposition will still be converted to a TCL, but the term length will not be extended.

TCL Eligibility

A DML and/or REC disposition is eligible for conversion to a TCL if:

- The purpose of the disposition aligns with, or can be considered a tourism or recreation purpose as outlined in the attached form and in the Public Lands Administration Regulation (PLAR) Table A1, available at: <https://open.alberta.ca/publications/public-lands-administration-regulation-plar-table-a1-aep-plar-dispositions>.
- The location and extent (footprint), infrastructure, activity or seasonality of operation of the disposition is not changing.
- The disposition is in good standing and there are no compliance issues, or outstanding arrears owing to the Crown.



Lands Division
Public Lands Disposition Management
5th floor, South Petroleum Plaza
9915 – 108 Street NW
Edmonton, Alberta T5K 2G8
www.alberta.ca

How to apply

Please complete and return the attached form, with any optional attachments prior to August 12, 2022 to AEP.EDS-DisposMaintApproval@gov.ab.ca, with subject: "DML or REC Conversion: REC711"

Fees/Rent

The table below outlines the fees and rental rates associated with a TCL; these rates are identical to current rates charged for a DML or REC disposition.

TCL Rental Rates

Holder type	Rent
Non-profit organization or society incorporated under the <i>Societies Act</i> , or a municipality or municipal corporation	\$100 minimum, calculated at \$10 per acre
Regular holder	<ul style="list-style-type: none"> • \$400 per year for areas <= 1 acre • an additional \$50 per acre per year for areas > 1 acre and <= 5 acres • an additional \$10 per acre per year for areas greater than five acres • 6% per year of appraised value for the use of buildings, sites and improvements
for a disposition issued within Incorporated Urban Centres, Bow Corridor and the Kanasaskis Improvement District	\$400 per year minimum, calculated as follows: a) 2% per year of appraised land value, and b) 6% per year of appraised value for use of buildings, sites and improvements
<i>The fee to renew or amend any disposition is currently \$400.</i>	

Disposition Conditions

If you proceed to apply for the TCL conversion, and meet all of the eligibility criteria, a new disposition document will be issued with updated conditions to ensure alignment with current administrative and operating standards.

If you have any questions or concerns, please contact Jon Murray, Senior Manager Disposition Services, at 780-643-6594 or jon.murray@gov.ab.ca.

Sincerely,

Jon Murray

Digitally signed by Jon Murray
DN: cn=Jon Murray, o=Government of Alberta,
email=Jon.Murray@gov.ab.ca, c=CA

Jon Murray

Senior Manager, Disposition Services

Enclosures: Conversion Form

Confirmation Form

Table 1: Eligible purposes of a TCL

TCL Activity	Description
Accommodations Facility	A facility development which may include fixed-roof lodging and some ancillary services. May be associated with any type of activity such as fishing, hunting, or guiding (for example, hotel, lodge).
Adventure/Youth Camp	A recreational developed camp area that may support a variety of sporting, lodging, and hosting facilities designed to provide programming for youth and/or adventure camps.
Camp Resort	A commercially developed area that support a variety of camping related recreation and other leisure activities. In addition to camping stalls and infrastructure, a resort for camping would include either fixed roof accommodations and/or designed infrastructure to provide a variety of services and programs to visitors (for example, shops, cabins or a mini-golf course).
Day Use Area/ Shelter	An area intended for day-use where facilities are developed to enhance enjoyment of the area. These areas may include a day use shelter, but do not include overnight shelters, camping sites, or lodging.
Equestrian Facility	A commercially developed area that support a variety of equestrian related recreation and leisure activities. This may include lodging and hosting facilities designed to provide services and programs to visitors.
Golf Course	A commercially developed area used for playing golf and/or that support a variety of golf related recreation and leisure activities. This may include improvements such as irrigation piping, water reservoirs, clubhouses, maintenance sheds, parking lots, and other miscellaneous buildings to support the operation of the golf course. This may include lodging and hosting facilities designed to provide services and programs to visitors.
Heli-tourism	A business and associated facilities such as a hangar, or maintenance shed which is directly related to the operation of an airstrip or heliport for the purposes of tourism.
Recreation Facilities	Required shelters, infrastructure, and supporting facilities designated for a recreational purpose.
Recreational Campground	Recreational camping that is temporary and does not include either long-term residency of a site (greater than 6 months in a given year), or the construction of private improvements, or fixed roof accommodations other than a business office with an employee residence.
Shooting Range	A commercial range for the purpose of shooting firearms.
Ski Resort	A commercially developed area that support a variety of ski-related activities with lodging and hosting facilities designed to provide services and programs to visitors.
Trails Area	A recreation area with a highly developed and serviced dense trail network, which may include significant trail infrastructure and improvements marking the trails particularly suited to certain recreational uses. The disposition area may include a day use shelter, but does not include overnight lodging (for example, Mountain Bike Park).
Viewpoint	An area intended for day use where facilities are developed to enhance the ability of use of a site as a viewpoint, lookout or site of interest. A viewpoint is associated with a travel route such as a trail or roadway.
Accommodations Facility	A facility development, which may include fixed-roof lodging and ancillary services. May be associated with any type of activity such as fishing, hunting, or guiding (for example, hotel, lodge).
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Camp Resort	A commercially developed area that support a variety of camping related recreation and other leisure activities. In addition to camping stalls and infrastructure, the Resort for camping would include either fixed roof accommodations and/or designed to provide services and programs to visitors (for example, shops, cabins or a mini-golf course).
Day Use Area/ Shelter	A public recreation area intended for day use where facilities are developed to enhance the ability for recreational use and enjoyment of the area. These areas may include a day use cabin or shelter, but do not include overnight shelters, camping sites, or lodging.

Confirmation Form

Equestrian Facility	A commercially developed area that support a variety of equestrian related recreation and leisure activities. This may include lodging and hosting facilities designed to provide services and programs to visitors.
Golf Course	A commercially developed area used for playing golf and/or that support a variety of golf related recreation and leisure activities. This may include improvements such as irrigation piping, water reservoirs, clubhouses, maintenance sheds, parking lots, and other miscellaneous buildings to support the operation of the golf course. This may include lodging and hosting facilities designed to provide services and programs to visitors.
Recreation Facilities	The shelter, infrastructure and supporting facilities designated for a recreational purpose.
Recreational Campground	Recreational camping that is temporary and does not include either long-term residency of a site (greater than 6 months in a given year), or the construction of private improvements, or fixed roof accommodations other than an office structure with an employee residence.
Shooting Range	A range for the purpose of shooting firearms.
Ski Resort	A commercially developed area that support a variety of ski-related activities with lodging and hosting facilities designed to provide services and programs to visitors.
Trails Area	A recreation area open to the public with a developed trail network, which may include significant trail infrastructure and improvements marking the trails particularly suited to certain recreational uses. The disposition area may include a day use shelter, but does not include overnight lodging (for example, Mountain Bike Park).
Viewpoint	An area intended for day use where facilities are developed to enhance the ability of use of a site as a viewpoint, lookout or site of interest. A viewpoint is associated with a travel route such as a trail or roadway.

Confirmation Form

1. Current disposition # (e.g., DML0123456): REC 711
 For more than one disposition, please attach a list on a separate page.
2. Your Client ID (e.g., 0123456-001): 00|2266-001
3. Please review the list of eligible purposes shown in Table 1 below and enter the purpose that best describes your current use of the site. If there is not an appropriate purpose listed in Table 1, it is possible that you are not eligible to convert your disposition. If you wish to discuss, please contact the department as indicated in the letter.

RECREATIONAL CAMPGROUND

4. Please describe how you operate your disposition currently, with respect to the selected purpose (if attached separately, please check here ATTACHED):
SMOKY LAKE COUNTY CONTRACTS A PRIVATE OPERATOR TO MANAGE THE EXISTING CAMPGROUND. THE CONTRACT IS RENEWED EVERY 3 YEARS. COUNTY ALSO PERFORMS MAINTENANCE IN ACCORDANCE WITH LEASE WHEN NECESSARY
5. To your knowledge, is your disposition (lease) currently in good standing with respect to the *Public Lands Act* and its regulations, and any conditions attached to your disposition?
 YES NO
6. To your knowledge, do you have outstanding rent, fees or other payments owing the department?
 YES NO
7. Please confirm you are requesting conversion of your current disposition to a 60-year Tourism and Commercial Lease (TCL) by signing below, and printing your name. Your signature indicates you understand the differences between a TCL and your current disposition, as described in the letter.

Printed Name: JORDAN RUEGG (ON BEHALF OF SMOKY LAKE COUNTY)

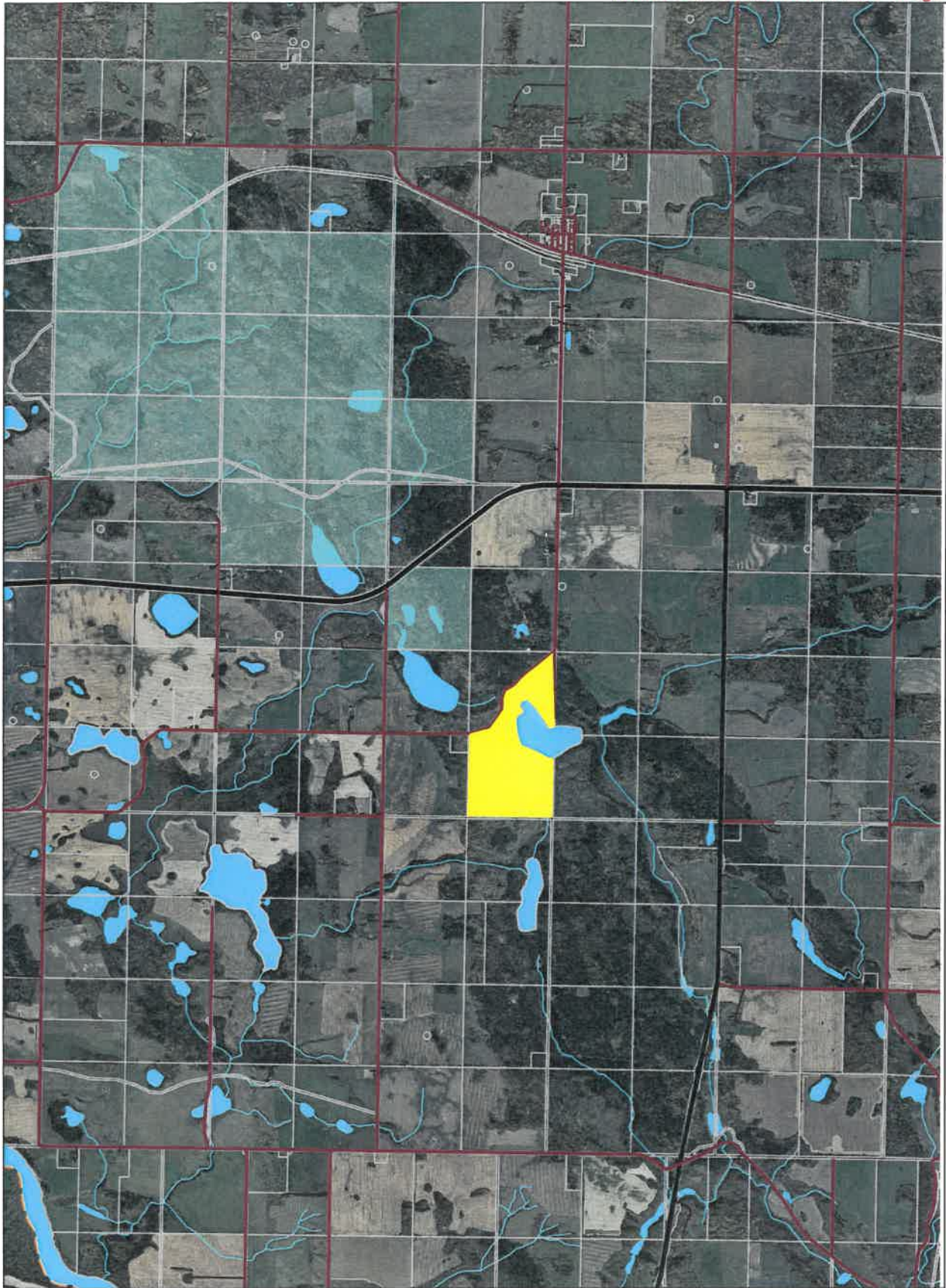
The name of the individual who holds the Client ID entered above.

Signature: 

Date: AUGUST 4, 2022

- Complete and return this form, with any optional attachments prior to August 12, 2022, to:

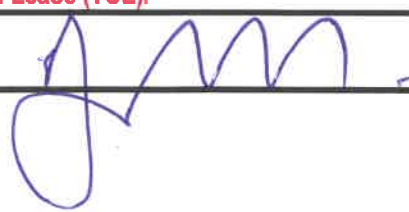
AEP.EDS-DisposMaintApproval@gov.ab.ca with subject: "DML or REC Conversion:[your disposition number]"



Smoky Lake County

Smoky Lake County

Date Created: 8/8/2022

REQUEST FOR DECISION		DATE	August 25, 2022	4.17
TOPIC		Conversion of Recreational Lease Disposition (REC 1843) to a 60-Year Tourism & Commercial Recreation Lease (TCL) – PT. SE-2-60-13-W4M		
PROPOSAL	<ul style="list-style-type: none"> To convert the existing Recreational Lease (REC Lease 1843) on the lands legally described as PT. SE-2-60-13-W4M to a 60-year Tourism & Commercial Recreation Lease (TCL). 			
BACKGROUND	<ul style="list-style-type: none"> On July 29, 2022, Smoky Lake County received a letter, dated July 25, 2022, from Jon Murray, Senior Manager, Disposition Services, Alberta Environment and Parks, informing the County that its Recreation Lease REC 1843 is eligible for a conversion from its current Disposition status as a REC Lease (which has a maximum lease period of 25-years), to a Tourism & Commercial Recreation Lease (TCL), which has a maximum lease period of 60-years. A copy of the letter is attached for reference. © Attachment 1 If the conversion of the existing REC Lease is approved, the County will be issued a new 60-year TCL. According to the letter, there is no cost to convert the REC Lease to a TCL, and the County would be required to abide by the conditions on the TCL as it would the conditions of the existing REC Lease. A map showing the location of the existing REC Lease 1843 is attached for reference. © Attachment 2 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
The conversion of the existing REC Lease to a TCL correlates with Bylaw 1372-20: <i>Victoria District Economic Development Strategy</i>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		Public Lands Act R.S.A. 2000, c.P-40, as amended		
BENEFITS	<ul style="list-style-type: none"> Continue to provide day use and recreation opportunities at Bonnie Lake 			
DISADVANTAGES	<ul style="list-style-type: none"> Nil 			
ALTERNATIVES	<ul style="list-style-type: none"> Do not apply for a conversion of the existing REC Lease and maintain the status quo 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	_____	Capital Costs:	_____	
Budget Available:	_____	Source of Funds:	_____	
Budgeted Costs:	_____	Unbudgeted Costs:	_____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Smoky Lake County will work with Alberta Environment and Parks to ensure that the County's obligations pursuant to the Disposition are met			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATION				
That Smoky Lake County Council approve of action taken by administration to apply to Alberta Environment and Parks to convert the existing REC Lease 1843, pertaining to the lands legally described as PT. SE-2-60-13-W4M, to a 60-year Tourism & Commercial Recreation Lease (TCL).				
CHIEF ADMINISTRATIVE OFFICER				



Lands Division
Public Lands Disposition Management
5th floor, South Petroleum Plaza
9915 – 108 Street NW
Edmonton, Alberta T5K 2G8
www.alberta.ca

July 25, 2022

REC711



SMOKY LAKE COUNTY
PO BOX 310
SMOKY LAKE, AB T0A 3C0

Dear Sir / Madam,

RE: Departmental Miscellaneous Lease/ Recreational Lease – Tourism and Commercial Recreation Lease (TCL) Streamlined Conversion Opportunity

In 2019, Alberta Environment and Parks (AEP) introduced the Tourism and Commercial Recreation Lease (TCL) disposition, to provide tourism and commercial recreation operators the ability to secure longer leases on public land, to a maximum term of up to 60 years. The change was intended to help boost tourism growth by making it easier for tourism and commercial recreation operators to secure financing.

The Alberta government recognizes commercial recreation public lands contribute to job growth and economic diversification, and as such, we are working to streamline the TCL application process.

The department has identified you as a holder of a Departmental Miscellaneous Lease (DML) or a Recreational Lease (REC) disposition for tourism and commercial recreation purposes that is eligible for conversion to a 60-year TCL term. Pending your disposition meets the eligibility criteria listed, it will be converted to a TCL and a new disposition for a 60-year term will be issued. There is **no fee or cost** to apply for this conversion. A simplified application process has been initiated to transition eligible DML and REC dispositions to a TCL.

This change will make it easier for tourism and commercial recreation operators to secure financing. AEP recognizes that there may be some specific circumstances where a disposition holder does not require a longer term. If these cases, the disposition will still be converted to a TCL, but the term length will not be extended.

TCL Eligibility

A DML and/or REC disposition is eligible for conversion to a TCL if:

- The purpose of the disposition aligns with, or can be considered a tourism or recreation purpose as outlined in the attached form and in the Public Lands Administration Regulation (PLAR) Table A1, available at: <https://open.alberta.ca/publications/public-lands-administration-regulation-plar-table-a1-aep-plar-dispositions>.
- The location and extent (footprint), infrastructure, activity or seasonality of operation of the disposition is not changing.
- The disposition is in good standing and there are no compliance issues, or outstanding arrears owing to the Crown.



Lands Division
Public Lands Disposition Management
5th floor, South Petroleum Plaza
9915 – 108 Street NW
Edmonton, Alberta T5K 2G8
www.alberta.ca

How to apply

Please complete and return the attached form, with any optional attachments prior to August 12, 2022 to AEP.EDS-DisposMaintApproval@gov.ab.ca, with subject: "DML or REC Conversion: REC711"

Fees/Rent

The table below outlines the fees and rental rates associated with a TCL; these rates are identical to current rates charged for a DML or REC disposition.

TCL Rental Rates

Holder type	Rent
Non-profit organization or society incorporated under the <i>Societies Act</i> , or a municipality or municipal corporation	\$100 minimum, calculated at \$10 per acre
Regular holder	<ul style="list-style-type: none"> • \$400 per year for areas <= 1 acre • an additional \$50 per acre per year for areas > 1 acre and <= 5 acres • an additional \$10 per acre per year for areas greater than five acres • 6% per year of appraised value for the use of buildings, sites and improvements
for a disposition issued within Incorporated Urban Centres, Bow Corridor and the Kanasaskis Improvement District	\$400 per year minimum, calculated as follows: a) 2% per year of appraised land value, and b) 6% per year of appraised value for use of buildings, sites and improvements
<i>The fee to renew or amend any disposition is currently \$400.</i>	

Disposition Conditions

If you proceed to apply for the TCL conversion, and meet all of the eligibility criteria, a new disposition document will be issued with updated conditions to ensure alignment with current administrative and operating standards.

If you have any questions or concerns, please contact Jon Murray, Senior Manager Disposition Services, at 780-643-6594 or jon.murray@gov.ab.ca.

Sincerely,

Jon Murray

Digitally signed by Jon Murray
DN: cn=Jon Murray, o=Government of Alberta,
email=Jon.Murray@gov.ab.ca, c=CA

Jon Murray

Senior Manager, Disposition Services

Enclosures: Conversion Form

Confirmation Form

Table 1: Eligible purposes of a TCL

TCL Activity	Description
Accommodations Facility	A facility development which may include fixed-roof lodging and some ancillary services. May be associated with any type of activity such as fishing, hunting, or guiding (for example, hotel, lodge).
Adventure/Youth Camp	A recreational developed camp area that may support a variety of sporting, lodging, and hosting facilities designed to provide programming for youth and/or adventure camps.
Camp Resort	A commercially developed area that support a variety of camping related recreation and other leisure activities. In addition to camping stalls and infrastructure, a resort for camping would include either fixed roof accommodations and/or designed infrastructure to provide a variety of services and programs to visitors (for example, shops, cabins or a mini-golf course).
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Equestrian Facility	A commercially developed area that support a variety of equestrian related recreation and leisure activities. This may include lodging and hosting facilities designed to provide services and programs to visitors.
Golf Course	A commercially developed area used for playing golf and/or that support a variety of golf related recreation and leisure activities. This may include improvements such as irrigation piping, water reservoirs, clubhouses, maintenance sheds, parking lots, and other miscellaneous buildings to support the operation of the golf course. This may include lodging and hosting facilities designed to provide services and programs to visitors.
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Recreational Campground	Recreational camping that is temporary and does not include either long-term residency of a site (greater than 6 months in a given year), or the construction of private improvements, or fixed roof accommodations other than a business office with an employee residence.
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Confirmation Form

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Viewpoint	An area intended for day use where facilities are developed to enhance the ability of use of a site as a viewpoint, lookout or site of interest. A viewpoint is associated with a travel route such as a trail or roadway.

Confirmation Form

1. Current disposition # (e.g., DML0123456): REC 711

For more than one disposition, please attach a list on a separate page.

2. Your Client ID (e.g., 0123456-001): 0012266-001

3. Please review the list of eligible purposes shown in Table 1 below and enter the purpose that best describes your current use of the site. If there is not an appropriate purpose listed in Table 1, it is possible that you are not eligible to convert your disposition. If you wish to discuss, please contact the department as indicated in the letter.

RECREATIONAL CAMPGROUND

4. Please describe how you operate your disposition currently, with respect to the selected purpose (if attached separately, please check here ATTACHED):

SMOXY LAKE COUNTY CONTRACTS A PRIVATE OPERATOR TO MANAGE THE EXISTING CAMPGROUND. THE CONTRACT IS RENEWED EVERY 3 YEARS. COUNTY ALSO PERFORMS MAINTENANCE IN ACCORDANCE WITH LEASE WHEN NECESSARY

5. To your knowledge, is your disposition (lease) currently in good standing with respect to the *Public Lands Act* and its regulations, and any conditions attached to your disposition?

YES NO

6. To your knowledge, do you have outstanding rent, fees or other payments owing the department?

YES NO

7. Please confirm you are requesting conversion of your current disposition to a 60-year Tourism and Commercial Lease (TCL) by signing below, and printing your name. Your signature indicates you understand the differences between a TCL and your current disposition, as described in the letter.

Printed Name: JORDAN RUEGG (ON BEHALF OF SMOXY LAKE COUNTY)

The name of the individual who holds the Client ID entered above.

Signature: 

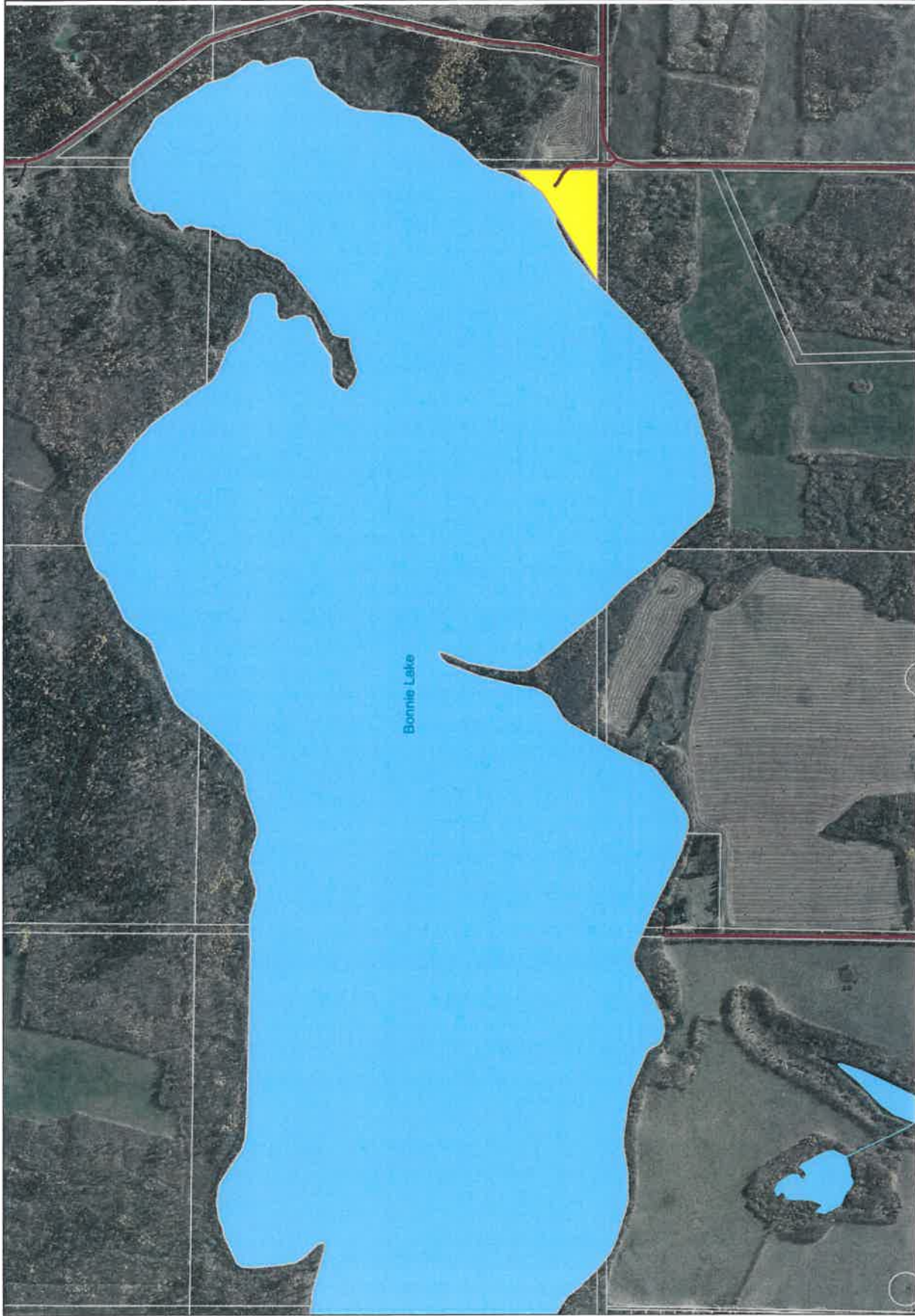
Date: AUGUST 4, 2022

- Complete and return this form, with any optional attachments prior to August 12, 2022, to:

AEP.EDS-DisposMaintApproval@gov.ab.ca with subject: "DML or REC Conversion:[your disposition number]"

Print Preview

8/8/22, 2:00 PM




Date Created: 8/8/2022

Smoky Lake County

Smoky Lake County

REQUEST FOR DECISION		DATE	August 25, 2022	4.18
TOPIC	Policy Statement No. 01-46-01: Social Media			
PROPOSAL	<p>Background: The County approved Policy Statement 01-46-01: Social Media on December 8, 2016. The policy has never been reviewed since it was adopted.</p> <p>County Council Meeting: March 24, 2022- Discussion on Policies - Identified the Review of Policy Statement No. 01-46-01: Social Media.</p> <p>Policy Statement No. 01-46-01: Social Media was brought forward and discussed at the Policy Committee Meeting on May 11, 2022.</p> <p>Policy Committee Meeting: May 11, 2022- Policy Needs Identified</p> <ul style="list-style-type: none"> • Set standards and boundaries for the acceptable use of the social media sites, as well as guidelines for the Communications Department, Employees and Elected Officials, to follow using social media as official communications on behalf of the County to help maintain brand voice while mitigating social media risks relating to discussing, sharing or commenting on municipal business. • Review and clearly define parameters and procedure around the publication of social media commentary for Smoky Lake County to establish clear and consistent messaging. • Establish Policy protocols for sharing or re-posting contents to social media that is not owned by the County, such as County's affiliated organizations, partnerships, service clubs, or registered charities, etc. and define what will not be shared or re-posted on the County's social media account. <p>PROPOSAL</p> <p>Recommendation from the May 11, 2022 Policy Committee Meeting is to forward Policy Statement No. 01-46-01: Social Media to a County Council Meeting for amendment.</p> <p>Proposed items to be removed from the policy have been stricken through.</p> <p>Proposed items to added to Policy Statement No. 01-46-01: Social Media have been highlighted in yellow and orange.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		MUNICIPAL GOVERNMENT ACT <u>Municipal Government Act – Section 201</u> Policy Development		
BENEFITS	<ul style="list-style-type: none"> • Clear and consistent operating guidelines and parameters • Consistent messaging builds trust with the online public allowing for fast access to current, relevant information. • Support of the Smoky Lake County brand 			
DISADVANTAGES	<ul style="list-style-type: none"> • N/A 			
ALTERNATIVES	<ul style="list-style-type: none"> • N/A 			

FINANCE/BUDGET IMPLICATIONS	
Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____
No Budget Implications	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	
COMMUNICATION STRATEGY	Public Participation Release P-I.
RECOMMENDATION	
That Smoky Lake County amend Policy Statement No. 01-16-01: Social Media	
CHIEF ADMINISTRATIVE OFFICER	

SMOKY LAKE COUNTY



Title: Social Media	Policy No: 46-02
Section: 01	Code: P-I
	Page No.: 1 of 10 E

Legislative Reference:	Alberta Provincial Statutes
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Purpose:	To establish and outline the principles of use when engaging and posting on the Smoky Lake County's social media accounts.
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Policy Statement and Guidelines:

1. STATEMENT

- 1.1 Social media is an **new world** of opportunity for Smoky Lake County to promote and offer the advancement of new **additional** communications channels, in accordance with **Policy Statement No. 01-44: Communications**, to inform our citizens and the general public; and provide additional platforms for direct engagement and feedback.
- 1.2 Smoky Lake County promotes the use of social media site platforms as a tool for fast, two-way communication about County programs, services, news, public notices and ongoing and upcoming **municipal** events. ~~affecting our municipality~~. The County's social media accounts are not intended to be used for political forums for information outside the County's intent, but to personalize Smoky Lake County to help narrow the citizen-local government gap.
- 1.3 Smoky Lake County does not view Social Media as a forum for inappropriate activity, comments or personal attacks on the municipality, its employees (past and present County staff and Council members), affiliates and ratepayers. Any and all social media comments must be at all times professional and appropriate.

2. DEFINITIONS:

- 2.1 **Social Media:** refers to the use of third party hosted web-based and mobile technologies to turn communication into an interactive dialogue that allow the creation and exchange of user generated content to share opinions, information, knowledge and interests to promote discussion and building relationships.
- 2.2 **Social Media Sites:** means any application, tool or software used for online information and publication such as social networks: Facebook, Twitter; and media-sharing: YouTube, Pinterest, Instagram and Snapchat, as illustrated in **Schedule "A": Smoky Lake County Social Media Sites**. Not all forms of social media may be appropriate for use by the County. Social Media does not include text messaging and emails.

3. OBJECTIVES:

- 3.1 Increase awareness of municipal services, emergency response communication, **municipal employment opportunities**, needs and events such as public notices and upcoming projects.
- 3.2 Disseminate time-sensitive information quickly **and improve the flow of information between Smoky Lake County and the public.**
- 3.3 Provide an additional mechanism to for **public engagement and** gather community comments and perceptions regarding Smoky Lake County and its initiatives.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 2 of 10 E

Policy Statement and Guidelines:

- 3.4 Develop trust and opportunities to build stronger relationships with community members.
- 3.5 Utilize social media as an additional way to collaborate with the public and other municipalities on mutually beneficial programs and initiatives.
- 3.6 Smoky Lake County supports the use of social media to further the strategic direction and goals of the organization.

4. GUIDELINES:

- 4.1 **GUIDING PRINCIPLES:** The following acronym **STRIVE** will guide and express the principles for social media practices in Smoky Lake County.
 - 4.1.1 **Service:** To improve the quality of communication and public engagement through the presentation of information and knowledge that is timely, accurate, and relevant.
 - 4.1.2 **Transparency:** To present information to the public in an open, realistic, honest and fair way that is easily discoverable and readily accessible.
 - 4.1.3 **Respect:** To ensure that social media interactions are conducted in a manner that present the County in a professional and reasonable manner in respect to content security and privacy.
 - 4.1.4 **Integrity:** To ensure that County staff and Council conduct themselves respectively, professionally and appropriately on social media sites by adhering to applicable provincial and federal legislation, municipal laws, regulations, and policies.
 - 4.1.5 **Value:** To promote effective and creative uses of social media and technology by County staff by providing a framework for the application of the policies and guidelines that oversee social media use.
 - 4.1.6 **Engage:** To ensure accountability that all County staff and Council are responsible for understanding and following the relevant policies and procedures affecting the use of social media.
- 4.2 **APPLICABILITY:**
 - 4.2.1 This Policy applies to social media use for official and authorized County purposes.
 - 4.2.2 ~~Posts of original content will be on the~~ Smoky Lake County's website (www.smokylakecounty.ab.ca) will remain the County's primary and predominant internet presence. Content posted to social media sites will also be available on the County's website, wherever possible. The use of Social media site is a secondary outlet, and will be linked back to the official County website for additional information, or to access forms or documents.
 - 4.2.3 This policy shall apply to all County employees, Council, and third party employees working for the County and others who have been authorized to act in an official capacity by the County social media administrator: **GIS/Communication Director Communications Officer** to post information on County social media sites. It does not apply to personal use of social media conducted on personal equipment.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 3 of 10 E

Policy Statement and Guidelines:

4.2.4 The County social media administrator: GIS/Communication Director **Communications Officer** will authorize specific individuals to utilize social media in an official capacity to ensure that communications through social media site platforms are accurate and consistent. **Authorized social media users shall only do so within the boundaries as defined by policies and procedures.**

4.2.5 When representing the County on social media, employees are expected to communicate in a respectful and professional manner and in accordance with all County policies. Employees are not permitted to discuss personal or confidential information on social media sites, whether through public posts or private messages. Non-compliance by County employees may result in discipline.

4.2.6 Social media profiles and websites representing Members of Council will not act as official information media platforms on behalf of Smoky Lake County. Any information to be communicated to County followers via social media will be provided by the County social media administrator: GIS/Communication Director **Communications Officer.**

4.3 GOVERNING RULES AND REGULATIONS:

4.3.1 The Smoky Lake County website (www.smokylakecounty.ab.ca) will remain the County's official primary online source for information. Social media sites will be as a secondary outlet to complement the website's information and broaden the reach of municipal messages through multiple social networking site accounts.

4.3.2 Where possible, social networking accounts will clearly indicate they are maintained by Smoky Lake County, contain appropriate contact information and link back to the official County website for additional information.

4.3.3 County employees and Council shall maintain the confidentiality of information, including Municipal financial and business information, residents' personal information, personal information or any other information not generally available to the public, in accordance with *The Freedom of Information & Protection of Privacy Act*

4.3.4 Privacy settings on Smoky Lake County social media platforms will be set to allow others to view the County profile information and posts. Only posts made by Smoky Lake County will be allowed and the general public may like, share and / or comment on those posts.

Title: Social Media	Policy No: 46-02
Section: 01	Code: P-I
	Page No.: 4 of 10 E

Policy Statement and Guidelines:

4.4 ROLES AND RESPONSIBILITIES

4.4.1 Social media platforms will not be used to publish anything that is dishonest, untrue or misleading in any way. Smoky Lake County reserves the right to remove any comments or posts, from any of its Social Media platforms, as it deems necessary in its own business judgment and reasoning that violates this Policy.

4.4.2 Smoky Lake County reserves the right to not post, delete content without notification that:

- includes foul language, vulgarities or sexually explicit content.
- Is offensive to an individual or an organization, rude in tone, discriminatory or abusive.
- is considered spam.
- is off topic and not related to Smoky Lake County and its programs or affiliates.
- defamatory comments regarding staff or Council.

4.4.3 Comment posts will be monitored only during business hours, and thus information conveyed after hours will not be received until the next business day.

4.4.4 Attribution must be given to copyright / trademark material.

4.4.5 Council shall have no authority to direct the content, administration, creation, or usage of any official Smoky Lake County social media profiles except for those directions that are outlined in official County bylaws, plans, policies, or procedures.

4.4.6 Council may provide ideas for content (such as providing pictures of official duties, event attendance, etc.), but on the understanding that those ideas shall be considered by Administration, and not necessarily implemented, as there are schedules of content created by Administration to coincide with budgets, events, and other various project timelines.

4.4.7 Content posted on Smoky Lake County social media accounts includes media releases, information and updates on County programs, services and events, public engagement opportunities, and public safety information.

4.5 External Agencies:

4.5.1 The County will promote external agencies events on its website and/or social media sites only if affiliated as a participant, host, partner, or sponsor by the following criteria:

- Must be open to the Public.
- Organized or funded by another order of government.
- Municipally affiliated organizations and committees that Council is a member.
- General benefit to the County and its residents.

4.5.2 Promoting events from other organizations or stakeholders by posting and sharing information, will include the link on the social media site directing users back to the creator of that website for more information, as long as there is space to do so. The County will decline to post Community/ Regional events that are not directly a part of municipal services in order to maintain consistent branding and messaging as a municipal government.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 5 of 10 E

Policy Statement and Guidelines:

- 4.5.3 The County's social media account cannot share or re-post the following: any posts that promote events that are for individual businesses, are political in nature, or promote an individual religion or religious service.
- 4.5.4 The County may post Community Events on its calendar on the website -homepage when a request is submitted on the "Submit an Event" section and a link will be created to the organization's website if the posting of the event will assist in attracting visitors to the community and/or may be of interest to local residents.
- 4.5.5 The Social Media Administrator must use judgement managing time and balancing the integration of social media within their overall work plans.

4.6 Emergency Situation:

- 4.6.1 Social Media in an emergency situation is one of the greatest assets being able to share immediate, real-time information with the public.
- 4.6.2 In an event of an emergency, the Emergency Operations Centre, Director of Emergency Management, and/or the Information Officer will manage and monitor the Social media account in providing updates on official social media channels of the appropriate messaging focusing exclusively on the emergency.
- 4.6.3 As a best practice, it is encouraged that during an emergency situation, Councillors share the official platforms so citizens know which platforms/profiles will have the most up-to-date information. This will reduce the confusion of citizens reaching out to their elected officials during an event where it is critical citizens seek the information from the proper channels.

5. PROCEDURES:

- 5.1 Smoky Lake County's social media account strives to provide relevant information to its residents in a timely manner. To this end, some content will receive higher priority than others. Priority for social media content shall be as follows:
 - 5.1.1 Emergency information.
 - 5.1.2 Time-sensitive information.
 - 5.1.3 Council decisions affecting the community at large.
 - 5.1.4 Information about municipal programs, projects, processes and initiatives.
 - 5.1.5 Information about other organizations and events Smoky Lake County partners with and is directly involved in.
 - 5.1.6 Any other information deemed by the Chief Administrative Officer of Communications Officer to be relevant.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 6 of 10 E

Policy Statement and Guidelines:

5.2 **Responsibilities and protocol for effective Social Media conduct:**

5.2.1 The **Chief Administrative Officer** will:

- administer and direct compliance with the Social Media Policy and identify necessary revisions in consultation with managerial staff.
- grant approval where appropriate for all new external social media endeavors that are initiated or created by the County.
- approve and oversee social media sites and tools for official County use.

5.2.2 The ~~GIS/Communications Director~~ **Communications Officer** will:

- have the role as a social media administrator to manage the County's Social Media presence and coordinate social media interaction to ensure necessary and effective usage of social media platforms.
- designate employees to utilize social media in an official capacity as required.
- monitor the policy and provide ongoing training and guidance to County Departments, and suggest revisions for Council's consideration.
- review policy in accordance with *Policy Statement No. 01-40: Governance Policy*, or sooner at the direction of Council.
- ensure consistent messaging and imaging for all County social media platforms and correct misinformation.
- respond to requests for new social media sites and/or administrative changes to existing platforms.
- monitor, generate, update, edit, respond to and/or remove content from County social media platforms to ensure accuracy and adherence to this Policy. At the discretion of the ~~GIS/Communication Director~~ **Communications Officer** may assign a designate for any or all of the noted functions as needed.
- deny access to users who post inappropriate or offensive comments or contents and remove any posts that are considered to be inappropriate.
- provide access to approved official users and oversee all County Social Media accounts including their creation and termination.
- maintain a list of site domain names and social media accounts, including login and password information.

5.2.3 The **Department Managers** will:

- ensure that department staff is advised of the Social Media Policy for Smoky Lake County.
- designate employees to utilize social media in an official capacity as required upon recommendations from the ~~GIS/Communication Director~~ **Communications Officer**.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 7 of 10 E

Policy Statement and Guidelines:

5.2.4 The **Employees and other authorized users** will:

- ensure that use of social media is in accordance with this policy and other related policies, guidelines, and legislation.
- post only within one's area of expertise. Keep it professional and avoid confrontation.
- adopt a user name that follows a standard format and clearly identifies the user as a County employee.
- ensure that if a situation arises while using social media that threatens to become antagonistic, disengage from the dialogue in a polite manner and seek the advice of the social media administrator: ~~GIS/Communications-Director~~ **Communications Officer**.
- get appropriate permission before referring to or posting images of employees, vendors or suppliers, unless such referrals or images are gleaned during the course of a public meeting or public events.
- be aware that Smoky Lake County may observe content and information made available by employees through social media. Employees should use their best judgment, as per ***Policy Statement No. 01-10: Statement of Employees Values***, in posting material that is either inappropriate or harmful to Smoky Lake County or its employees.

5.2.5 The **County Council as elected officials** will:

- acknowledge that it is not their role to report directly on County related business and will use their social media profile and website as a secondary information source once matters have been officially released by the County and as in accordance with ***Council Code of Conduct Bylaw***.
- use the designated sharing tools on the various social media platforms on this direction: Council will include an "in my opinion" disclaimer, when making follow up posts to the County's social media postings and when creating original posts pertaining to County related business.
- include a link back to the County's official website for detailed information when a social media site is used in communicating with constituents.
- establish separate social media accounts for the purpose of campaigning and not access, manage or operate any social media accounts through Smoky Lake County technology devices.
- acknowledge that it is Administration's role to release information on County news, announcements, projects, events, and other relevant items, and shall not circumvent that duty unless specifically given authorization to do so by a resolution of Council.

Title: Social Media		Policy No: 46-02
Section: 01	Code: P-I	Page No.: 8 of 10 E

Policy Statement and Guidelines:

5.3 RECORDS:

- 5.3.1 All Smoky Lake County social networking site contents shall adhere to applicable Provincial, Federal and local laws, regulations and policies.
- 5.3.2 *The Freedom of Information & Protection of Privacy Act* applies to social media content and therefore content must be able to be managed, stored and retrieved to comply with the Act.
- 5.3.3 All posts are public record and the original document will be retained in manner that complies in accordance with ***Regulations and Procedures for the Retention and Disposal of County Records Bylaw.***
- 5.3.4 The ~~GIS/Communication Director~~ **Communications Officer** will monitor the content that must be retained, as per Section 5.3.2 and Section 5.3.3.
- 5.3.5 As of April 2011, Smoky Lake County established a **Twitter** Account, on June 2011, a **Facebook** page, on September 2015 - **YouTube**, on October 2015 - **Pinterest**, and on June 2016 - **Instagram** and **Snapchat** channels were established, which combines all six (6) platforms under one domain. ~~This will allow the County to analyze, interact, enhance and track the effectiveness and impact of the content of each platform through their Google Analytics tools, allowing the County to make improvements where necessary and keep track of posts that others respond to.~~
~~The information gathered through these tools, such as the total number of page likes, posts, comments, views, shares, followers, subscribers and visitors to our Social Media Sites will all be kept in a monthly log.~~ **Total number of followers and top performing posts will be reported monthly in the Communications Officer Departmental Report.**

5.4 SOCIAL MEDIA DISCLAIMER:

- 5.4.1 Smoky Lake County Social Media platforms are provided on an "as is" and "as available" basis. Smoky Lake County makes no representations or warranties of any kind, expressed or implied, as to the sites' operation or the information, content or materials included on these sites.
- 5.4.2 Smoky Lake County is not responsible for the content or comments made by third-parties on its Social Media platforms. Third-parties may be subject to liability for any comments that are derogatory, offensive, obscene, insulting, demeaning, slanderous, threatening or harassing in any nature. Smoky Lake County reserves the right to remove such contents and shall not be liable under any circumstances, for any errors, omissions, loss or damages claimed or incurred due to third-party Social Media contents.

Title: Social Media		Policy No: 46-02
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Policy Statement and Guidelines:

5.4.3 Comments and images posted by third parties do not necessarily represent the view of Smoky Lake County. Smoky Lake County cannot, and does not guarantee, users' privacy on third-party social networking websites, as users are subject to the terms and conditions of the specific application on that website. Users should review and agree to the third-party terms and conditions prior to participating.








5.4.4 By commenting or posting content on any Smoky Lake County Media platforms, you grant Smoky Lake County an unrestricted, perpetual, irrevocable, worldwide, royalty-free license to use, reproduce, display, publicly perform, transmit and distribute the information and other such material.

5.4.5 Smoky Lake County will not be responsible for any losses or damages suffered as a result of using third party Social Media sites. Those using Social Media participate at their own risk and for their own benefit, and in so doing, accept that they have no right of action against Smoky Lake County related to such use.

5.4.6 A link between Smoky Lake County's Social Media platforms and any other website does not imply an endorsement or sponsorship by Smoky Lake County of that website, the contents of that website, or the creator of that website.

	Date	Resolution Number
Approved	December 8, 2016	# 182 - Page #12458
Approved	August 25, 2022	# - Page
Amended		
Amended		

SCHEDULE "A"

		SOCIAL MEDIA SITES	
Website: www.smokylakecounty.ab.ca		Smoky Lake County website (www.smokylakecounty.ab.ca) is the County's official primary online source for information. Social media sites will be secondary outlets to complement the website's information and broaden the reach of municipal messages.	
Social Media Sites	Description	Function	
1. Facebook 	Facebook is a popular free social networking website that allows registered users to create profiles, upload photos and video, send messages and keep in touch with friends, family and colleagues.	<ul style="list-style-type: none"> ■ Building online communication of interest with residents and businesses by sharing professional information online. ■ Sharing information of event / program and promotion announcements, photos, videos and links with others for messages, participate in communities, and invite others to join. ■ Discussion of topics online: Public engagement at four levels of continuum: input, listen and learn, collaborate, empower. 	
2. Twitter 	Twitter Is a free online social networking and micro-blogging service that allows its users to send and read other user's updates messages called tweets . Which are text-based posts of up to 140 characters in length (mobile friendly).	For news release feeds, customer relations, event coverage, promotion, emergencies, and question and answer networking and micro-blogging service that allows its users	
3. YouTube 	YouTube Is a video-sharing website where users can upload, share and view videos.	Broadcasting videos on events, airing snippets of a variety of programs to create benefits for awareness. Generating virtual of County or Community facility to help users understand what is being offered.	
4. Instagram 	Instagram Is an online photo sharing mobile devise application. Photo sharing is the publishing or transfer of a user's digital photos online to enable viewers to share with others.	Used as a image bank to share County photos of events, programs and services. Photos will be added over time as appropriate.	
5. Pinterest 	Pinterest is an online social networking website service that allows you to share images through social networking website. An example of Pinterest is the website where you have a "pinboard" that allows you to post ideas that you want to remember and then share them with your friends through Facebook.	Share and organize the collection of photo-images and videos on County topics.	
6. Snapchat 	Snapchat is a mobile messaging application used to share photos, videos, text, and drawings. It's free to download the app and free to send messages using it. It has become hugely popular in a very short space of time, especially with young people.	Share photos and videos of County events.	

Schedule "A": SOCIAL MEDIA SITES.

REQUEST FOR DECISION		DATE	August 25, 2022,	4.19																																													
TOPIC	Proposed Electric Vehicle (EV) Charging Stations Lease Agreement with Metis Crossing, located at River Lot 12 (Victoria Settlement).																																																
PROPOSAL	<p><i>That Smoky Lake County Execute the proposed Electric Vehicle (EV) Charging Stations Lease Agreement with Metis Crossing, located at River Lot 12 (Victoria Settlement).</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> The Electric Vehicle Charging Program supports municipalities installing new EV charging stations in public places, on-street locations, municipal property and for municipal vehicle fleets. The Government of Canada, with matching funding from the Government of Alberta, is providing millions to support investments in electric vehicle (EV) charging stations. As one of Alberta's local partners, the Action Centre is offering \$3.4 million in rebates for municipalities to build charging infrastructure. Up to 100% of the costs of purchasing and installing a new charging station can be rebated. This represents a savings of up to \$10,000 for each Level 2 Charger (for charging over several hours) At the February 24, 2022, County Council Meeting, the following Motions were adopted: <ul style="list-style-type: none"> Municipal Climate Change Action Centre (MCCAC) - Electric Vehicle Charging Stations 424-22: Gawalko <p><i>That Smoky Lake County Council approve to proceed in submitting an application for grant funding for the Year 2022 Municipal application to the Municipal Climate Change Action Centre (MCCAC) for a proposed project: Electric Vehicle Charging Stations at the following locations:</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="9" style="text-align: left; background-color: #e0e0e0;">Electric Vehicle Charging Station Details</th> </tr> <tr> <th style="font-size: small;">Installation Location Name</th> <th style="font-size: small;">Installation Location Address</th> <th style="font-size: small;">Charger Brand and Model</th> <th style="font-size: small;">Charge Level and Number of Connectors</th> <th style="font-size: small;">Charger Plug Type</th> <th style="font-size: small;">Charging Voltage (V)</th> <th style="font-size: small;">Power Output (kW)</th> <th style="font-size: small;">Intend ed Use</th> <th style="font-size: small;">Pay-for-Use</th> </tr> </thead> <tbody> <tr> <td style="font-size: x-small;">County Public Works</td> <td style="font-size: x-small;">5004 50 St</td> <td style="font-size: x-small;">Tribium RTM-50 50kW</td> <td style="font-size: x-small;">Level 3, 2 connectors</td> <td style="font-size: x-small;">CCS & CHAdeMO</td> <td style="font-size: x-small;">50-500V DC</td> <td style="font-size: x-small;">50kW</td> <td style="font-size: x-small;">Public Use</td> <td style="font-size: x-small;">Yes</td> </tr> <tr> <td style="font-size: x-small;">County Public Works</td> <td style="font-size: x-small;">5004 50 St,</td> <td style="font-size: x-small;">SIEMENS 8EM1312-SCF18-0FA3</td> <td style="font-size: x-small;">Level 2</td> <td style="font-size: x-small;">SAE J1772</td> <td style="font-size: x-small;">208V</td> <td style="font-size: x-small;">11.5kW</td> <td style="font-size: x-small;">Public Use</td> <td style="font-size: x-small;">No</td> </tr> <tr> <td style="font-size: x-small;">Metis Crossing</td> <td style="font-size: x-small;">17359 Victoria Trail</td> <td style="font-size: x-small;">SIEMENS 8EM1312-SCF18-0FA3</td> <td style="font-size: x-small;">Level 2</td> <td style="font-size: x-small;">SAE J1772</td> <td style="font-size: x-small;">208V</td> <td style="font-size: x-small;">11.5kW</td> <td style="font-size: x-small;">Public Use</td> <td style="font-size: x-small;">No</td> </tr> </tbody> </table> <p style="text-align: right;">Carried.</p> <ul style="list-style-type: none"> Proposed Lease Agreement for Electric Vehicle Charging Station Level 2 at Métis Crossing 425-22: Fenerty <p><i>That Smoky Lake County propose a lease agreement with Métis Crossing for the potential Electric Vehicle Charging Station Level 2 at Métis Crossing with details including: power consumption paid for by Métis Crossing at no cost to the County as part of the proposed project: Electric Vehicle Charging Stations, subject to funding under the Year2022 application to the Municipal Climate Change Action Centre (MCCAC).</i></p>				Electric Vehicle Charging Station Details									Installation Location Name	Installation Location Address	Charger Brand and Model	Charge Level and Number of Connectors	Charger Plug Type	Charging Voltage (V)	Power Output (kW)	Intend ed Use	Pay-for-Use	County Public Works	5004 50 St	Tribium RTM-50 50kW	Level 3, 2 connectors	CCS & CHAdeMO	50-500V DC	50kW	Public Use	Yes	County Public Works	5004 50 St,	SIEMENS 8EM1312-SCF18-0FA3	Level 2	SAE J1772	208V	11.5kW	Public Use	No	Metis Crossing	17359 Victoria Trail	SIEMENS 8EM1312-SCF18-0FA3	Level 2	SAE J1772	208V	11.5kW	Public Use	No
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Carried.

- Expression of Interest was submitted for Smoky Lake County February 1, 2022 as follows:

"The Smoky Lake County is planning for two slow chargers in our County project. The plan is for one slow charger to be installed in the National Historic Victoria District, on the banks of the North Saskatchewan River. Users can hike and bike from the location for a quiet experience while their vehicle charges, or visit the Metis Crossing, a cultural and interpretative centre. ...

The chargers in all locations will be installed to provide service to our many visitors, including trail users, shoppers, conference attendees, wedding, funeral and celebration event attendees, sports participants and their audiences, as well as visiting professionals like doctors, physiotherapists and consultants. We especially plan to provide the charging services to our Victoria District visitors, those who seek cultural, heritage and ecological experiences.

By offering this service, our community will be a choice location for the above users, serving their unique driving needs and continuing our renewable energy aspirations. Our municipal neighbor and regional partner, Town of Smoky Lake, recently completed a micro solar project which powers all public and community buildings within our Town (384 solar PV panels with a total DC capacity of 168,960 kWp). The County, Town and Metis Crossing (a division of Metis Nation) are partnering to build a 4.86 MW solar project at Métis Crossing to reduce greenhouse gas emissions and generate economic and community benefits for the partnering communities (Town and Smoky Lake County with Metis Nation of Alberta), as well as offsetting electricity used by Métis Nation of Alberta operations across Alberta.

The EV charger project would reinforce our community's commitment to renewables and greenhouse gas reductions. This project is one of 4 potential applications for our Region, to address the lack of EV services in the Smoky Lake Region and NE Alberta. The Town has submitted an EOI, and we hope to see EOI's for Vilna and Waskatenau, our regional villages. The location of the slow chargers for the County's project will be a part of a larger regional charging network, within Smoky Lake County and with our neighbors."

- In May 2022, Smoky Lake County executed the Electric Vehicle Charging Program (EVCP) Funding Agreement with Alberta Municipalities (AM).
- Administration has been working with Metis Crossing, Dandelion Renewables, the Municipal Climate Change Action Center (MCCAC), and Alberta Municipalities (AM) to fulfil the necessary steps to satisfy the successful grant requirements.
 - The proposed 99-year lease establishes proposed terms and conditions for the County to install two level 2 chargers.
 - Once the project is complete, it is the County's intent to terminate the lease, with 30 day's written notice to the landlord.

ATTACHMENTS

- Proposed Lease Agreement – © Attachment 1 (TO BE DISTRIBUTED ONCE AVAILABLE)

CORRELATION TO BUSINESS (STRATEGIC) PLAN

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

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

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

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

Alberta *Municipal Government Act*

BENEFITS

- Supporting modes of travel and tourism to the Smoky Lake Region within the Victoria District Economic Development Strategy.

DISADVANTAGES

- Staff time

ALTERNATIVES

- Defer or Decline taking action

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____

Capital Costs: _____

Budget Available: _____

Source of Funds: _____

grants

Budgeted Costs: _____

Unbudgeted Costs: _____

**INTERGOVERNMENTAL
INVOLVEMENT/IMPLICATIONS**

- Nil.

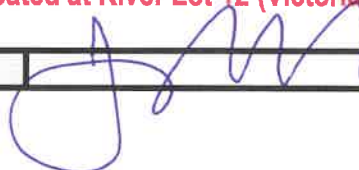
COMMUNICATION STRATEGY

- Website.

RECOMMENDATION

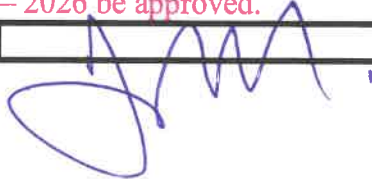
That Smoky Lake County Execute the proposed Electric Vehicle (EV) Charging Stations Lease Agreement with Metis Crossing, located at River Lot 12 (Victoria Settlement).

CHIEF ADMINISTRATIVE OFFICER





REQUEST FOR DECISION		DATE	August 25, 2022
			4.20
TOPIC	Smoky Lake County 2022 - 2026 Financial Plan		
PROPOSAL	<p>MGA Section 283.1, Financial Plans and Capital Plans, states that, at a minimum, every municipality must prepare a written three-year financial plan and a five-year capital plan. Municipalities are encouraged to consider longer timeframes for financial planning if they see a benefit to doing so. As we are preparing a 5-year capital plan, we have extended the financial plan to 5 years as well.</p> <p>The plan @4.20a provides summary information on the services we provide, the budget process, and the fund structure we use. It will provide the reader with valuable information regarding our reserves (restricted surplus) and their forecasted balances. It is set up to help the reader understand where revenue comes from, how we spend the money as well as what changes are predicted.</p> <p>The plan is presented so that the reader can easily identify how much tax revenue is needed each year to balance the budget. There are large fluctuations predicted. This is because we keep moving large capital purchases from the current year budget to the next year budget. The amount that we will need to spend to catch up with the capital replacement in the next year keeps increasing. When reading it, you will see that the tax revenue needed to balance the budget as it stands is an unachievable amount. As we go through the strategic planning process, this financial crunch will need to be considered at the strategic level.</p> <p>Because we are moving the public consultation process to line up with the budget process, we are proposing that for 2022, council approve the financial plan as is. Moving forward, we will::</p> <ul style="list-style-type: none"> • go through the strategic planning process in September. • Create the five year budget and carry out a public consultation practice in lake fall. • Use this information to have the 2023 budget for council to pass by December 31, 2022 • Create the updated financial plan for 2023 once the 2023 assessment and tax rates are finalized. 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
This includes the projects identified in the strategic plan			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		MGA S 283 Policy 08-11-02	
BENEFITS	<ul style="list-style-type: none"> ■ Smoky Lake County exceeds provincial requirements. ■ Administration and Council can begin to plan for additional revenue needs in future years. ■ Council and administration can evaluate the longer term consequences of current program and organizational decisions. ■ The County can be prepared for future financial challenges and opportunities. 		

	<ul style="list-style-type: none"> ■ This is a more proactive approach to financial planning. ■ This plan is a flowing document and is adjusted and updated every year.
DISADVANTAGES	<ul style="list-style-type: none"> ■ Longer term financial planning requires more effort from management to ensure ■ There are many unknown factors, therefore years 2-5 are only estimates of what we can expect.
ALTERNATIVES	<ul style="list-style-type: none"> ■ Council can add, delete, or change the priorities in in future years
FINANCE/BUDGET IMPLICATIONS	
N/A	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A
COMMUNICATION STRATEGY	Once approved, the financial plan will be posted on the website.
RECOMMENDATION	
That the 5-Year Financial Plan for 2022 – 2026 be approved.	
CHIEF ADMINISTRATIVE OFFICER	

2022-2026 FINANCIAL PLAN

www.smokylakecounty.ab.ca

Smoky Lake County
4612 McDougall Drive, PO Box 310
Smoky Lake, AB T0A 3C0
780-656-3730
finance@smokylakecounty.ab.ca



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Introduction

The 2022 to 2026 financial plan provides the highlights of Smoky Lake County's Operating, Capital, and Road Plan budget. This document is divided into the following sections:

Strategic highlights: provides summary information on Smoky Lake County's strategic plan.

County Information: provides general information on Smoky Lake County and the services provided.

Budget Highlights: explains the process that Council goes through to create an approved budget, as well as the current financial status and outlook for the future.

Budget: provides information on the operating and capital budgets for 2021, 2022, 2023, 2024, and 2025.

Appendix: includes copies of related policies passed by council

- ✓ *Budget Development Policy 08-11*
- ✓ *Revised Capital Budget*
- ✓ *Five-Year Road Plan Policy 03-18*

Strategic Priorities Plan

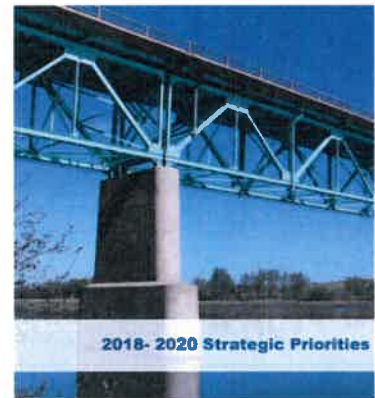
The Financial Plan reflects the organizations values, priorities, and practices.

Smoky Lake County adopted a Strategic Priorities Plan in 2018. **Council will gather during the fall of 2022 to create a new updated Strategic Plan** to set priorities that will guide the County into the future. This will be accomplished through stakeholder workshops, surveys, and other public consultation opportunities.

Highlights of the previous Strategic Plan

Values

- ❖ *Integrity*
- ❖ *Sustainability/Stability*
- ❖ *Pride*
- ❖ *Fairness*
- ❖ *Freedom*



Vision

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



Mission Statement

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

The 2018-2020 Strategic Priorities Plan contains strategies under the following three areas:

- Governance
- Infrastructure
- Economic Development

County Information

Smoky Lake County Statistics

Population: 2,517

Size: 283,526 Hectares

Geographic Location: 120 km northeast of Edmonton

Hamlets: Spedden, Bellis, Edward, and Warspite

Chief Administrator's Office

Financial Services and Technology
Taxation
Geographical Information Systems
Communications
Other Government Services
Intergovernmental Relations

Protective Services

Fire and Emergency Response
Disaster Management
Bylaw Services

Transportation

Road Maintenance
Culvert Maintenance
Bridge Maintenance
Vehicle & Equipment Repairs &
Maintenance

Environmental

Warspite Water Distribution
Water Truck fills
Warspite & Bellis Sewer Services
Intermunicipal Contract Services
Landfills
Waste Transfer Stations

FCSS

FCSS Grant Distributions

Planning

Development and Safety Codes Permits
Subdivisions
Compliance Certificates
Inter-municipal initiatives
Business Licenses
County owned lands

Agriculture Service Board

Pest Control
Weed Inspection
Weed Spraying
Roadside Mowing
Lakeland Agricultural Research Assoc
(LARA)

Economic Development

Regional Economic Development
Victoria District Economic Development
Doctor Recruitment and Retention

Recreation and Cultural Services

Campsite and Park Maintenance
Assist Non-Profit Groups
Iron Horse Trail
Heritage Board

Natural Gas

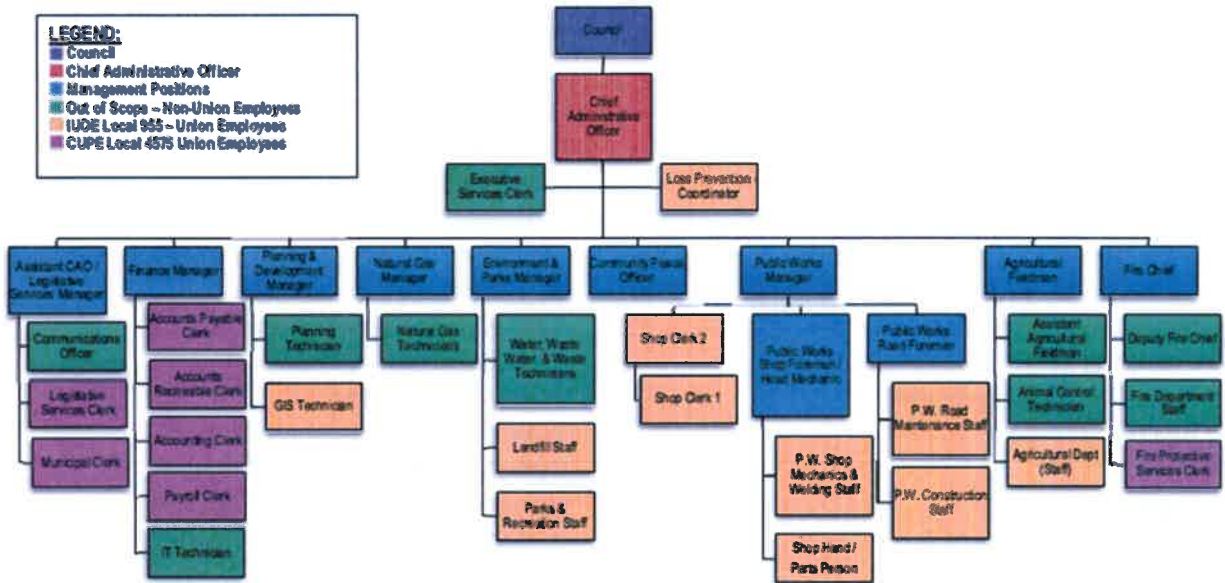
Natural Gas Services to County and Vilna
residents

Organizational Chart

SMOKY LAKE COUNTY



Title: Organizational Chart	Code: P-1	Policy No.: 03-Proposed #28
Section: 01		Page No: 3 of 3



Smoky Lake County is organized so that each manager reports directly to the CAO. This structure has been established to limit management levels. It was revised in 2022 to make some minor adjustments in the reporting structure.

Financial Policies

Smoky Lake County Council has identified long term financial planning as an important tool for sustainability. Along with the Budget Policy, there are two main policies that guide financial planning

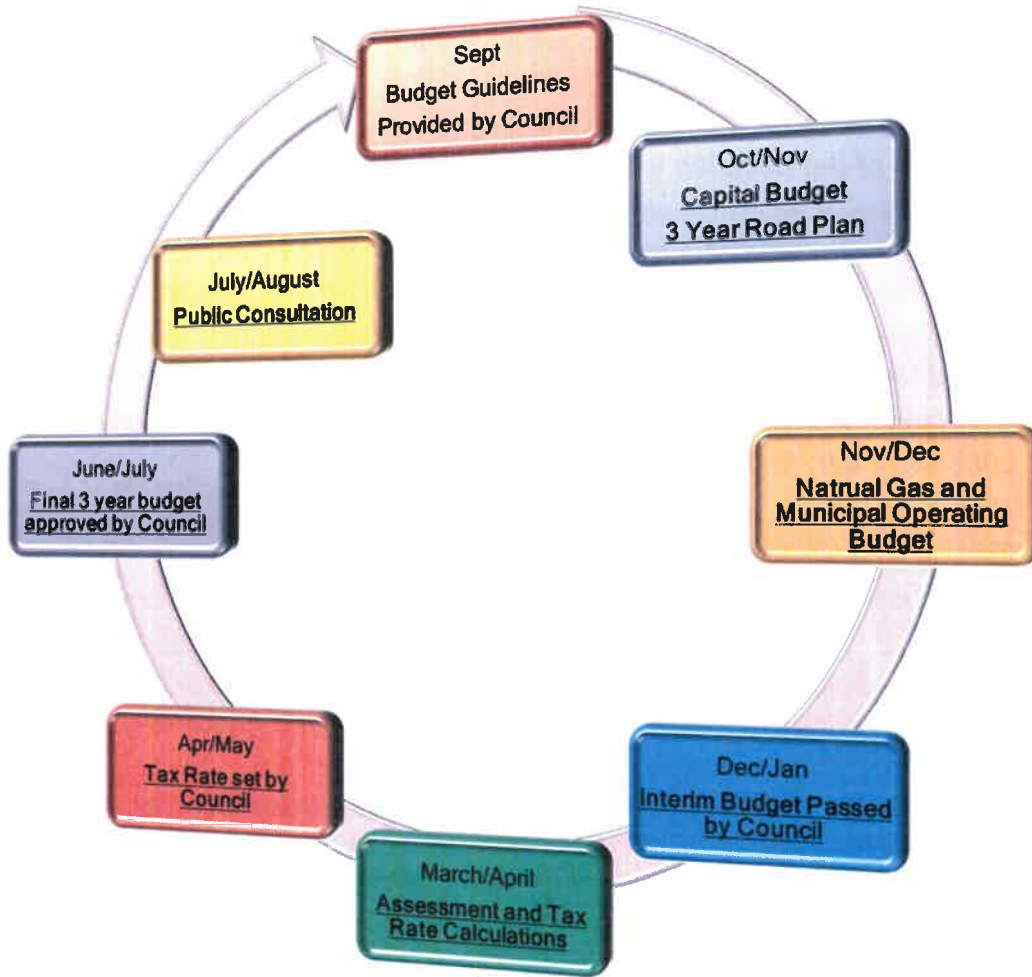
Policy 08-30-01 provides guiding principles relating to the long term financial plan

- ✓ *The municipality complies with provincial legislation and the Public Sector Accounting Board recommendations.*
- ✓ *When deciding on a course of action that may impact the whole community, the outcome of the decision will be for the benefit of the community as a whole.*
- ✓ *Core services as mandated by legislation and as required to maintain quality of life will be provided at a base level with minimal interruption to service. Revenues supporting these services will be stable, assured and sustainable.*
- ✓ *Services outside a municipality's mandate will not be provided to the community by the municipality.*
- ✓ *Resources will support a centralized labour workforce providing on-going consistent services.*
- ✓ *Communications will center on information provision to the community and will meet all legislated requirements.*
- ✓ *Revenues collected from unreliable, one-time or uncertain sources should be applied to non-core operations or held in reserves for longer term needs.*
- ✓ *Cash and property investments will be made to first protect and maintain principal and then to maximize returns. Liquidity of investments will align with capital and operating needs.*
- ✓ *Outsourcing of expertise will be supported if expertise is not available in-house; is project based; requires an independent assessment or opinion; or if there is a need to supplement the current workforce for a period of not more than six months.*
- ✓ *Reserves will be established and maintained to provide for stability of operations; asset replacement and renewal at the end of their useful life; growth obligations and statutory requirements.*
- ✓ *Infrastructure assets will be replaced once assets reach the end of their useful life and are no longer cost effective to operate and/or they impact health and safety. Notwithstanding a least cost approach applies that leverages senior government grants; combines projects for synergies (e.g. water, sewer and road replacements); and joint projects with other organizations.*

Policy 01-41-01 Asset Management provides guidance to ensure that Asset Management practices are integrated throughout the organization to maximize value from existing and new assets.

Budget Highlights

Budget Process



Policy 08-11 [Appendix #1](#) guides the budget process of development, implementation, and evaluation. Budgeting takes place year-round starting with staff gathering information during the summer months. A detailed review of the Operating Budget, Road Plan and the Capital Replacement Plan takes place to ensure that the budgets are created based on the most up to date information. An interim budget must be approved by council by December 31. Once the assessment is established in March, tax rates are discussed, and a final annual budget is approved. Council may amend the budget through motions as circumstances require.

The annual budget must be a balanced budget. The estimated revenue and transfers must be sufficient to pay the estimated expenditures and transfers not including amortization (MGA s.243).

The Alberta Municipal Government Act (MGA s.283.1), requires each municipality to prepare a written three-year financial plan and a five-year capital plan, and Council is required to update the financial plan each year as per MGA s.283.1(6). The current year budget is used as a foundation and adjustments are made to future years to include inflation, changes in services, and expected capital requirements.

Public Consultation

Smoky Lake County is in the process of expanding the public consultation process. During the fall, Smoky Lake County will be actively seeking public consultation for future budgets and financial plans. The expected 2023 revenues and costs will be updated in the fall of 2023. This updated budget will be processed, and an open house will be held late fall for all ratepayers. **Any time throughout the year, we welcome feedback through the following methods:**

- Email feedback to finance@smokylakecounty.ab.ca
- Attend the budget meetings when scheduled in the fall
- Provide feedback to your Councillor



2022 – 2026 Budget

Budget Recommendations

Administration recommends that Smoky Lake County work towards full annual funding of operations, maintenance, growth, and asset depletion by applying the following measures:

- Ensure that the budget contains necessary inflationary increases to maintain services at a consistent level in future years.
- Set funds aside for long term infrastructure needs and capital replacement.
- Continue to pursue new sources of revenue.
- Use new revenues to reduce tax rates only when they are assured, sustainable, and stable.
- Ensure that funding towards capital exceeds annual amortization.
- Work towards providing a consistent funding for capital and infrastructure to avoid the tax rate fluctuations that will be required over the next four years.

Budget Message

The 2022-2026 budget is based on the level of services approved in the 2022 budget.

The budget has been prepared by administration with the following guidelines:

- **Inflation:** Alberta Budget 2022-2025 predicts a change in the Consumer Price Index to be 2023 3.2%, 2024 2.4%, and 2025 2.2%. Smoky Lake County has used these percentages to predict future budgets.
- **Wage and salary** increase are based on Union Contracts:
 - The 3-Year Collective Agreement with Canadian Union of Public Employees (CUPE) Local 4575 expires December 31, 2024. Salaries will increase by \$0.55 per hour in 2023 and \$0.75 in 2024. The predicted inflation of 2.2 % is used to forecast payroll for 2025
 - The Collective Agreement with International Union of Operating Engineers (IUOE Local 955) expires December 31, 2024. Wages are budgeted at 0% for 2022 through 2023, 1% for 2024. The predicted inflation of 2.2 % is used to forecast payroll for 2025

- The [Capital](#) Plan approved by Council in December, 2021 has been adjusted to include forecasted inflation.
- The [Five-Year Road](#) Plan as approved by Council December, 2021.
- No change to service levels in future years.
- No change to grant programs in future years.

Future Outlook

The County has been able to maintain a solid financial position in spite of provincial economic challenges. With careful planning, we minimize the impact of cost increases which include ongoing downloading from the province and decline in non residential assessment.

Provincial Downloading

The downloading from the province includes increasing costs and decreasing grants.

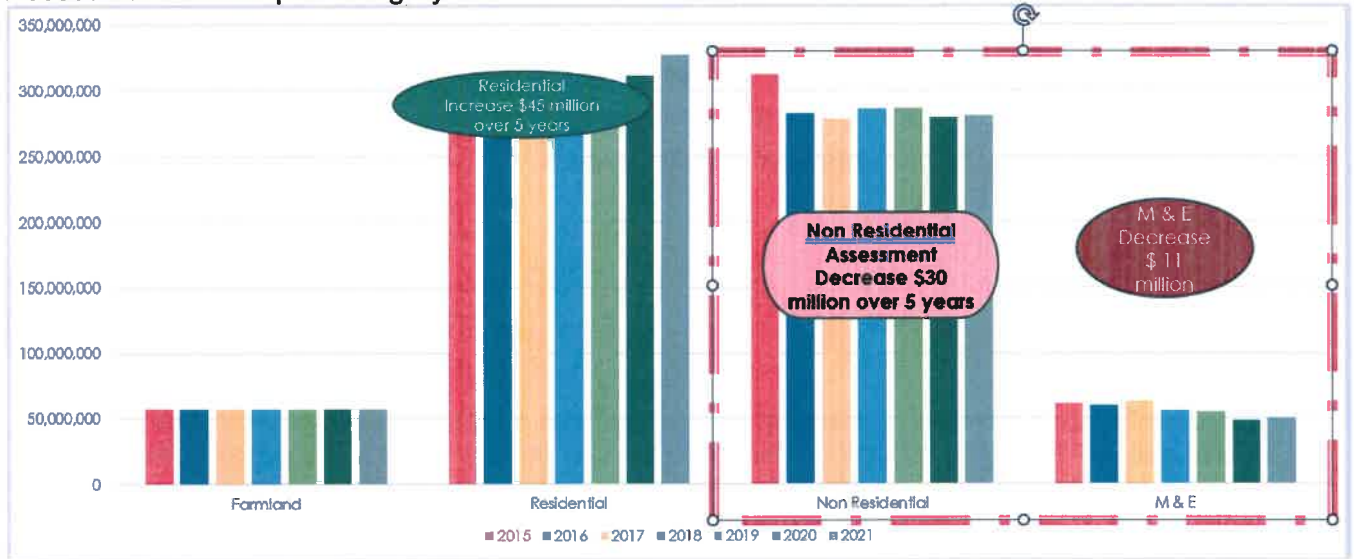
- *Policing costs are being phased in over 4 years:*
 - 2020 \$ 62,702
 - 2021 \$ 95,621
 - 2022 \$127,404
 - 2023 \$191,242
- *Grant in lieu payments (property taxes for provincial owned land) are paid at a rate of 50%. This is a loss in revenue of \$30,000*
- *The Agriculture Services Grant was reduced by \$43,093 in 2021*
- *The Municipal Sustainability Initiative has been decreased from \$1,579,000 in 2021 to \$640,324 in 2022. Although we have forecasted the grant to remain at \$640,000 per year for the next five years, the program will be changing in 2024.*

Assessment and Property Tax Challenges

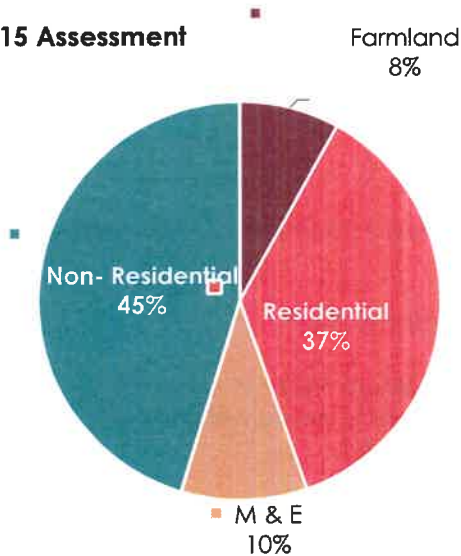
Changes in the taxable assessment since 2015 have created a revenue challenge for Smoky Lake County. The 2015 taxable assessment peaked at \$750,573,000. It declined to a low of \$678,340,340 in 2017 and has now recovered up to \$715,045,990. **This is still an assessment decrease of over \$35,000,000.**

Property taxes are levied based on four categories: farmland, residential, non residential, and machinery equipment. Smoky Lake County relies heavily on non-residential and M & E tax revenue to decrease the tax burden to the residents.

Assessment Trends per Category

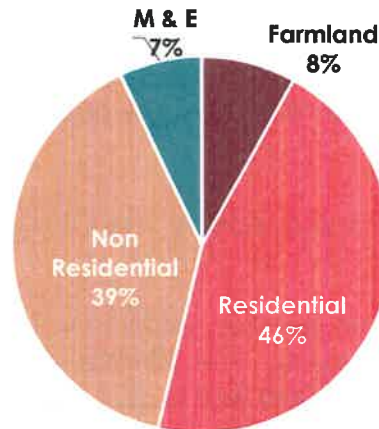


2015 Assessment



Since 2015 the assessment for commercial properties has decreased and more assessment comes from residential properties. Residential property tax rates are lower than commercial resulting in a continual decline of tax revenues.

2021 Assessment Year



Council recognizes the need to offset the declining tax revenue from Oil and Gas with a new revenue source. A strategic priority is to increase tourism in the Smoky Lake County Region through the Victoria District Economic Development initiative. Bylaw 1390-20: Victoria District Economic Development Strategy Business Plan was passed in December 2020. \$600,000 has been committed in the 2022 budget to provide seed funding to a Municipally Controlled Corporation to move the plan into action. Tourism in the Smoky Lake County region will create 600 new jobs and increase the population by 500 by 2031, contributing to the Region's long-term sustainability. New businesses will increase non residential assessment and decrease the burden on the residential assessment.

VICTORIA DISTRICT ECONOMIC DEVELOPMENT STRATEGY

Business Plan

October 21, 2020



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<https://www.smokylakecounty.ab.ca/p/victoria-district-economic-development-strategy>

Fund Structure

The County has two funds, Municipal and Gas. The fund structure is used to ensure that costs for each fund are covered only by revenues belonging to that entity. Each fund is budgeted with a modified accrual basis of accounting, similar to the basis used to create the audited financial statements. Revenues and expenses are budgeted for in the year they will be accounted for. Grant revenues are budgeted in the year they will be used.

Municipal Fund

The municipal Fund is the primary fund used to manage the County’s financial resources and obligations. All services are provided from this fund except for Natural Gas.

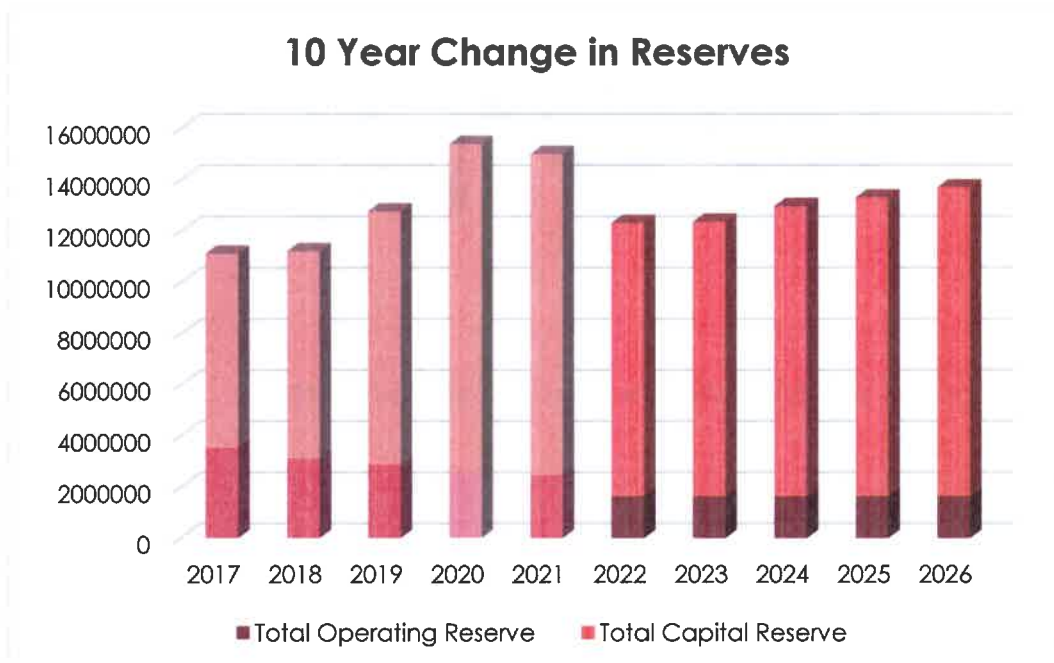
Natural Gas Fund

The Natural Gas Utility is a user pay utility that supplies natural gas to Smoky Lake County and Vilna properties. It is 100% funded through user fees.

Smoky Lake County Financial Statements are consolidated and therefore include the accounts of all funds held by the County. The Financial Statements are audited annually and are available to the public by April of the following year.

Reserves and Surplus

The County keeps reserve funds set aside to provide funding for future expenditures and to ensure sufficient funds are available when required, as well as, where possible, to avoid the need to incur debt. On the financial statements, they are referred to as restricted surplus. Unrestricted surplus consists of surplus funds that were the result of past budget surpluses and may be used for capital or operating purposes as authorized by Council.



SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Restricted Surplus		2021	2022	2023	2024	2025	2026
Economic Development	Funds collected from members of the Regional Community Development Committee (RCDC) for future projects	59,223	-15,777	-15,777	-15,777	-15,777	-15,777
Municipal Reserve	Funds collected in lieu of subdivision natural reserve	47,295	47,295	47,295	47,295	47,295	47,295
General Operating	Reserves not allocated to projects as well as reserves carried forward to the next year - funding source property taxes	2,354,858	1,603,706	1,603,706	1,603,706	1,603,706	1,603,706
General Capital	Primarily for specific purchases and projects - funding source property taxes	3,461,875	2,416,875	2,396,875	2,462,645	2,528,415	2,488,415
Building Reserve	Building repairs & rehabilitation - funding source property taxes	1,197,539	990,265	1,040,265	1,091,365	1,142,465	1,192,465
Fire	For Fire equipment replacement and fire emergencies - funding source property taxes	1,342,335	1,514,335	1,261,335	1,508,335	1,670,335	1,787,335
Landfill	For waste equipment and landfill improvements - funding source property taxes	249,160	294,160	339,160	384,160	429,160	474,160
Transportation	For specific public works projects and equipment - funding source property taxes	1,224,496	449,496	449,496	449,496	105,496	105,496
Road Development	For roads damaged by natural resource extraction - funding source aggregate license fee	1,623,575	1,563,575	1,603,375	1,647,681	1,696,592	1,749,781
Gravel Pit Reclamation	For the reclamation of gravel pits - funding source gravel sales	462,922	475,922	489,234	502,839	516,743	530,925
Gravel Pit Development	For the development of new gravel pits - funding source gravel sales	107,874	121,874	136,210	150,861	165,834	181,106
Connectivity	For the development or improvement of internet services - funding source was the sale of CCI shares in 2020	476,523	476,523	476,523	476,523	476,523	476,523
Street Sweeper	For the replacement of a regional street sweeper - funding source - fees charged for street sweeping services	61,060	61,060	1,060	1,060	1,060	1,060
Water	For water and sewer projects - funding source property taxes	261,233	240,233	245,233	250,233	255,233	260,233
Agriculture Services	For Agricultural Equipment replacement - funding source property taxes	0	40,000	-10,000	-10,000	-10,000	-10,000
Gas Reserve	For natural gas projects - funding source gas, odorant, and compressed natural gas sales	2,080,298	2,027,298	2,290,658	2,417,172	2,686,909	2,819,641
Total Reserves		15,010,267	12,306,841	12,354,649	12,967,595	13,299,990	13,692,365

2022-2026 BUDGET

Revenues

Revenues for the County come from three main sources: Property Taxes, User Fees, and Grants

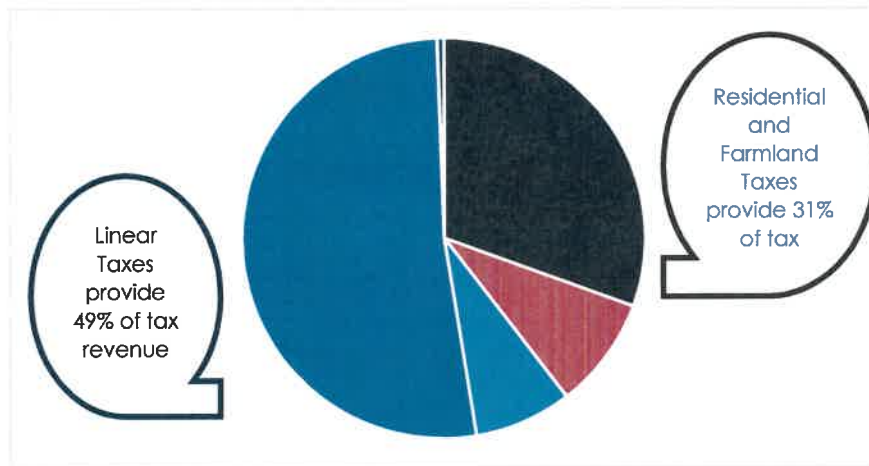


Property Taxes

Council considers the assessment, budget, and requisitions when setting the tax rate.

In 2022, the Net Property Taxes (Property Tax revenue less the Education and Seniors' Requisitions) provides 52% of the total operating revenue. To keep the requirements for tax revenue, lower this year, funds will be transferred from reserves.

Most of the tax revenue comes from Non Residential, Linear, and Machinery and Equipment. Only 31% of the 9.8 million dollars comes from residential and farmland taxes.



In 2022, the municipal Residential, Farmland, rates remained the same. The Non Residential tax rate was increased by .38 to compensate for some of the ongoing assessment decline in non residential assessment. The Education and Seniors Foundations requisitions increased creating an overall increase in each category. Smoky Lake County is required to collect the requisitions and has no authority over their amounts.

MILL RATES	RESIDENTIAL		FARMLAND		NON RESIDENTIAL		MACHINERY AND EQUIPMENT	
	2022	2021	2022	2021	2022	2021	2022	2021
Municipal Rates	5.775	5.7753	12.875	12.8753	21.9292	21.5492	21.9292	21.5492
EDUCATION	2.6213	2.4951	2.6213	2.4951	3.8847	3.871		
SENIORS FOUNDATION	0.7224	0.6752	0.7224	0.6752	0.7224	0.6752	0.7224	0.6752
Total Rates	9.119	8.9456	16.219	16.0456	26.5363	26.0954	22.6516	22.2244
INCREASE		0.1734		0.1734		0.4409		0.4272

Based on the forecasted costs for Capital and Operations over the next five years, substantially more municipal tax revenue will be required to balance the budget unless another revenue source is established.

User Fees

Municipal user fee revenue comes from water/sewer charges, sales of goods and services, campsite fees, and landfill fees. For 2022 the revenue budgeted from User fees (not including natural gas charges) is \$811,000. User fees are expected to increase with inflation.

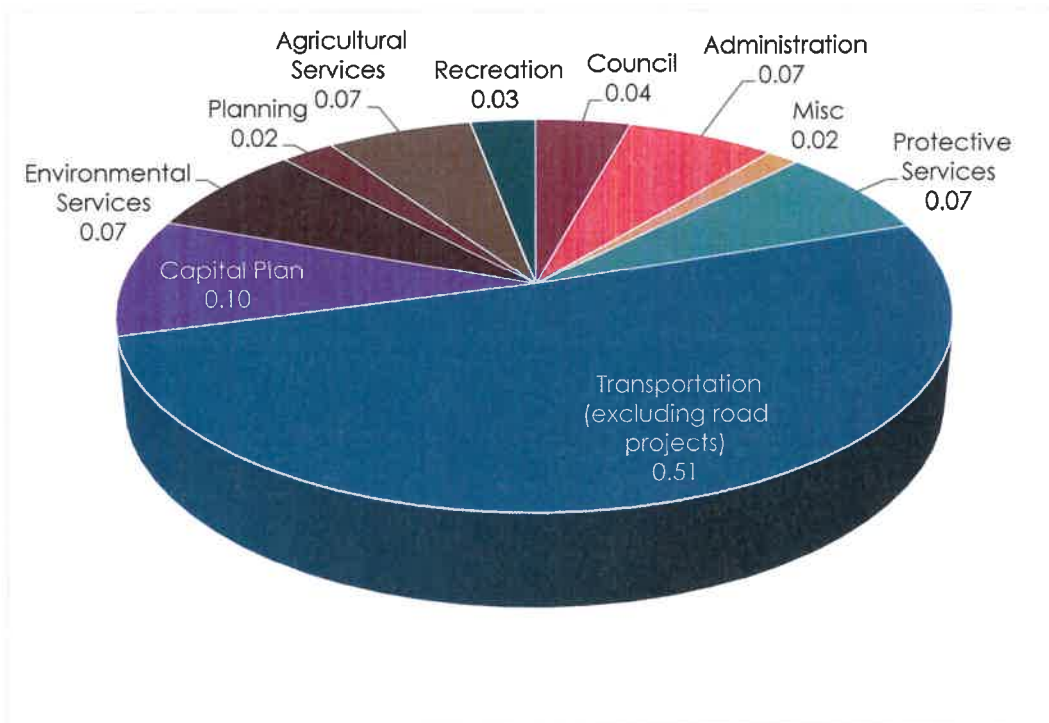
Grants

Estimated grants are included in the financial plan.

1. Annual grants like the Municipal Sustainability Initiative Grant (MSI) and the Federal Gas Tax Grant are conservatively estimated based on what was provided in the previous year. The MSI grant decreased by 40% in 2022. The program is expected to change in 2024. Thus far there is no indication regarding the amount or type of funding of the new program.
2. Specific grants for projects are estimated based on the current grant rules. If the County does not receive the grant, the project may be cancelled or postponed until further funding can be secured.

Expenses

Expenses are tracked per department. The “where do my tax dollars go” chart shows the portion of tax revenue that is allocated to each department.



Budget Summary

	2022	2023	2024	2025	2026
Revenues					
Sales of goods and services	811,153	830,621	848,895	867,571	884,922
Government transfers for operating	912,315	721,820	733,557	745,552	756,697
Investment income	205,100	210,022	214,642	219,364	223,751
Penalties and costs of taxes	80,000	81,920	83,722	85,564	87,275
Licenses and permits	30,000	30,720	31,396	32,087	32,729
Special levies and taxes	246,540	252,457	253,106	258,675	259,262
Natural Gas	2,869,800	3,029,729	3,167,343	3,120,286	3,140,399
Total Revenues	5,154,908	5,157,289	5,332,661	5,329,099	5,385,035
Expenses					
Legislative	513,428	524,212	534,974	546,009	556,952
Administration	2,490,855	1,870,021	1,907,768	1,949,737	1,990,300
Other Government Services	578,750	134,728	164,692	168,316	171,682
Protective Services	1,115,851	1,203,147	1,228,239	1,255,260	1,281,001
Transportation	6,345,363	6,481,344	6,979,579	7,120,498	7,201,210
Water/Sewer	614,550	635,032	647,941	662,196	675,930
Waste	542,584	747,169	761,013	777,756	793,828
FCSS	116,635	116,635	116,635	116,635	116,635
Planning	554,012	363,600	370,751	378,910	386,881
Agriculture Service Board	926,592	944,906	961,934	983,095	1,003,777
Economic Development	186,500	145,951	149,151	152,433	155,487
Recreation & Cultural Services	488,028	498,872	507,851	519,022	529,776
Natural Gas	2,839,800	2,900,513	2,960,770	3,025,907	3,088,064
Contingency	0	53,298	84,065	83,201	0
Total Expenses	17,312,948	16,619,428	17,375,363	17,738,975	17,951,524
Net Revenue (Expense) before reserve transfers	-12,158,040	-	-	-	-
Net Transfer To/From Op Reserves	1,313,000	-262,448	-267,562	-272,789	-277,645
Reverse Amortization	2,256,800	2,310,963	2,361,803	2,413,762	2,462,038
Net Operating Revenue (Expense)	-8,588,240	-9,413,624	-9,948,461	10,268,903	10,382,096
Non Operating Items:					
Net Contribution to Capital	2,643,676	6,651,406	4,815,900	4,377,761	4,140,503
Net Transfer To - From Reserves	-1,353,426	-705,000	-185,000	-474,000	-315,000
Financing /Debt Repayment	0	0	0	0	0
Total Cash Requirements (for tax bylaw)	9,878,490	15,360,030	14,579,361	14,172,664	14,207,599

Capital Budget

Vehicle/Equipment replacement is scheduled so that we maximize use and minimize maintenance costs. Maintenance costs are reviewed on an ongoing basis to recommend the best time for replacement. The approved detailed capital budget is in [Appendix 2](#)

CAPITAL SUMMARY	2022	2023	2024	2025	2026
Revenues					
Sale of Capital Assets	234,500	235,000	150,000	270,000	150,000
Provincial Grant	3,260,587	3,415,273	2,117,522	1,391,250	1,368,750
Federal Grant	130,000	130,000	130,000	130,000	130,000
Other Grant	0	0	0	0	0
Long Term loan	0	0	0	0	0
Transfer from Reserve	1,700,426	825,000	235,000	594,000	435,000
Gas	0	0	0	0	0
Total Revenues	5,325,513	4,605,273	2,632,522	2,385,250	2,083,750
Expenses					
Vehicles	443,000	1,430,491	847,572	647,768	1,033,087
Equipment Replacement	1,080,400	3,114,546	2,074,946	1,237,468	1,109,555
Equipment - New Initiatives	0	0	0	0	0
Bridge Repairs and Replacement	1,003,611	3,207,030	1,783,362	1,783,362	815,000
Land Improvements	578,000	52,648	15,698	16,043	16,364
Engineering Structures	26,000	0	0	0	0
Buildings	646,025	0	0	0	326,907
Transfer to Reserves	262,000	347,000	383,870	383,870	347,000
Other Capital	133,152	102,400	0	0	109,523
Road - Oil Treatment/Paving	515,000	650,000	315,000	365,000	165,000
Road - Fibermat/Micro Surface	0	0	210,240	0	0
Road - Rehabilitation/Base Stabilization	615,863	303,000	238,000	416,000	242,000
Road - Construction	0	50,000	0	140,000	385,000
Road - Graveling	937,212	1,073,188	1,023,973	1,108,859	1,139,294
Gas	375,500	221,376	370,761	190,641	220,523
Total Expenses	6,615,763	10,551,679	7,263,422	6,289,011	5,909,252
Net Contribution to Capital & Reserves	\$1,290,250	\$5,946,406	\$4,630,900	\$3,903,761	\$3,825,502

Budget Overview by Department

Legislative Services includes all Council costs (payroll, supplies, and expenses)

LEGISLATIVE SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Salaries	\$437,003	\$445,953	2.0%	\$454,992	2.0%	\$464,268	2.0%	\$473,577
Total Expenses	\$76,425	\$78,259	2.4%	\$79,982	2.2%	\$81,741	2.2%	\$83,375
Total Legislative	\$513,428	\$524,212	2.1%	\$534,974	2.1%	\$546,009	2.1%	\$556,952



Other Government Services includes intergovernmental relations and grants to organizations. Includes funding for the new H.A.K. school which has been carried forward to 2022.

OTHER GOVERNEMENT SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
WCB	\$80,000	\$81,920	2.4%	\$83,722	2.2%	\$85,564	2.2%	\$87,275
Contracted and general services	\$6,800	\$6,963	2.4%	\$7,116	2.2%	\$7,273	2.2%	\$7,418
Materials, goods and utilities	\$15,950	\$16,333	2.4%	\$16,693	2.2%	\$44,654	167.5%	\$45,547
Transfers to local boards and agencies	\$475,500	\$29,000	-93.9%	\$29,638	2.2%	\$30,290	2.2%	\$30,896
Transfers to (from) reserves	\$445,000	\$0		\$0		\$0		\$0
Election Costs				\$27,000				
Net Costs for Taxation Purpose	\$133,250	\$134,216		\$164,169		\$167,781		\$171,136

Administrative Services includes Costs for the finance and administration activities of the County, including the Information, Communication, and Geographical Information Systems. For 2022 revenues include a \$525,000 surplus carried over from 2021. We do not anticipate a surplus in future years to carry forward. No changes to service levels are proposed.

ADMINISTRATION	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Salaries, wages and benefits	\$1,001,005	\$1,010,701	1.0%	\$1,029,541	1.9%	\$1,052,190	2.2%	\$1,074,801
Contracted and general services	\$719,720	\$736,993	2.4%	\$753,208	2.2%	\$769,778	2.2%	\$785,175
Materials, goods and utilities	\$112,460	\$115,159	2.4%	\$117,693	2.2%	\$120,282	2.2%	\$122,687
Transfers to local boards and agencies	\$650,670	\$0	#####	\$0		\$0	#DIV/0!	\$0
Bank charges and short term interest	\$4,000	\$4,096	2.4%	\$4,186	2.2%	\$4,278	2.2%	\$4,364
Operating Revenues	\$555,353	\$568,681	2.4%	\$581,192	2.2%	\$593,978	2.2%	\$605,858
Transfers to (from) reserves	\$1,465,426	\$30,000		\$116,870		\$116,870		\$10,000
Contribution to Capital	\$340,426	\$102,400		\$0		\$0		\$121,523
Contingency	\$0	\$5,667		\$15,879		\$15,756		\$895
Net Costs for Taxation Purpose	\$807,502	\$1,436,335		\$1,456,185		\$1,485,176		\$1,513,587

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Protective Services includes Fire and Emergency Response, Disaster Management, Contribution to Policing, and Bylaw Enforcement. Fire Services are tracked by department. Different agreements have been reached with each urban municipality establishing how much the County pays.



PROTECTIVE SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Vilna Fire Department	\$102,002	\$104,450	2.4%	\$106,748	2.2%	\$109,096	2.2%	\$111,278
Smoky Lake Fire Department	\$111,500	\$114,176	2.4%	\$116,688	2.2%	\$119,255	2.2%	\$121,640
Waskatenau Fire Department	\$66,630	\$68,229	2.4%	\$69,730	2.2%	\$71,264	2.2%	\$72,690
General Fire	\$452,713	\$463,313	2.3%	\$472,129	1.9%	\$482,515	2.2%	\$492,802
Fees Charged	-\$140,500.00	-\$143,872.00	2.4%	-\$147,037.00	2.2%	-\$150,272.00	2.2%	-\$153,277.00
Disaster Services	\$10,300	\$10,547	2.4%	\$10,779	2.2%	\$11,016	2.2%	\$11,237
Bylaw Enforcement	\$155,302	\$159,029	2.4%	\$162,528	2.2%	\$166,104	2.2%	\$169,426
Alberta Policing Fee	\$127,404	\$191,242	50.1%	\$195,449	2.2%	\$199,749	2.2%	\$203,744
Transfers to (from) reserves	\$172,000	\$253,000		\$247,000		\$162,000		\$117,000
Contribution to Capital	\$18,000	\$583,567		\$0		\$99,258		\$774,290
Net Costs for Taxation Purpose	\$1,075,351	\$1,297,682		\$1,234,014		\$1,269,986		\$1,920,829

Transportation Services covers all aspects of road maintenance. The transportation budget tracks road and bridge projects as well as road maintenance/operations. Large fluctuations in the budget are a result of the timing of the road plan and equipment replacement.



TRANSPORTATION SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Operating and Maintenance	\$6,078,363	\$6,207,936	2.1%	\$6,700,157	7.9%	\$6,834,928	2.0%	\$6,909,929
Bridge Projects	1,003,611	3,207,030		1,783,362		1,783,362		815,000
Oiling	515,000	650,000		315,000		365,000		165,000
Fibermat	0	0		210,240		0		0
Rehabilitation	615,863	303,000		238,000		416,000		242,000
Construction	0	50,000		0		140,000		385,000
Gravelling	937,212	1,073,188		1,023,973		1,108,859		1,139,294
Total Road Projects	\$2,068,075	\$2,076,188	0.4%	\$1,787,213	-13.9%	\$2,029,859	13.6%	\$1,931,294
MSI/FGT/STIP Grant	\$2,490,861	\$3,520,273		\$2,247,522		\$1,521,250		\$1,348,750
Transfers to (from) reserves	\$1,008,000	\$197,352		\$136,744		\$480,122		\$135,544
Contribution to Capital	\$1,224,425	\$3,475,102		\$2,539,833		\$1,451,686		\$1,206,352
Net Costs for Taxation Purpose	\$6,875,613	\$11,248,631	63.6%	\$10,426,299	-7.3%	\$10,098,463	-3.1%	\$9,378,281

Environmental Services include the water, sewer, and waste services.

- ✓ Water services consists of
 - water distribution in Warspite
 - the Truck fills located in Waskatenau, Warspite, Smoky Lake, Bellis, and Spedden.
 - Contracted water services to Highway 28/63 Water Services Commission
- ✓ Sewer provides sewer services in Warspite and Bellis
- ✓ Waste services covers
 - all the waste removal to Evergreen
 - transfer stations
 - landfill costs in Bellis, Spedden and Smoky Lake
 - A portion of the landfill costs in Waskatenau and Vilna



ENVIRONMENTAL SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Water - Supply & Distribution	\$285,577	\$297,476	4.2%	\$303,055	1.9%	\$309,722	2.2%	\$316,363
Truckfills	\$58,425	\$59,827	2.4%	\$61,143	2.2%	\$62,489	2.2%	\$63,738
Sewer Services	\$62,308	\$64,491	3.5%	\$65,813	2.0%	\$67,261	2.2%	\$68,651
Waste Collection & Hauling	\$307,790	\$506,739	64.6%	\$515,295	1.7%	\$526,632	2.2%	\$537,682
Transfer Sites	\$182,894	\$187,283	2.4%	\$191,404	2.2%	\$195,615	2.2%	\$199,527
Transfers to (from) reserves	\$24,000	\$50,000		\$50,000		\$50,000		\$50,000
Contribution to Capital	\$126,000	\$51,200		\$0		\$0		\$0
Net Costs for Taxation Purpose	\$1,046,994	\$1,217,017	16.2%	\$1,186,709	-2.5%	\$1,211,718	2.1%	\$1,235,961

Family and Community Support Services (FCSS) supports the Family School Liaison Worker (FSLW) Program by allocating the provincial grant to it. Aspen View Public Schools Division administers the FSLW program. Smoky Lake County is required to contribute municipal funds equal to 25% of the grant to the FCSS program. Council has chosen to use these funds to provide local groups and organizations with financial assistance when providing FCSS programs. Details can be found in Policy 08-17 FCSS Grants.

FAMILY AND COMMUNITY SOCIAL SERVICES (FCSS)	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Family School Liason	\$93,308	\$93,308	0.0%	\$93,308	0.0%	\$93,308	0.0%	\$93,308
Provincial Grant	\$93,308	\$93,308		\$93,308		\$93,308		\$93,308
FCSS Grants	\$23,327	\$23,327	0.0%	\$23,327	0.0%	\$23,327	0.0%	\$23,327
Net Costs for Taxation Purpose	\$23,327	\$23,327		\$23,327		\$23,327		\$23,327

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026



Planning Services provides building & development permits, compliance certificates, etc

PLANNING SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Planning Administration net of revenue	\$86,512	\$269,480	211.5%	\$274,610	1.9%	\$280,704	2.2%	\$286,711
Plans and Bylaw Revisions	\$200,000	\$25,000		\$25,500	2.0%	\$26,010	2.0%	\$26,530
Appeal Board	\$5,500	\$5,632	2.4%	\$5,756	2.2%	\$5,883	2.2%	\$6,000
Transfers to (from) reserves	\$20,000	\$0		\$0		\$0		\$0
Contribution to Capital	\$0	\$15,360		\$15,698		\$16,043		\$16,364
Net Costs for Taxation Purpose	\$312,012	\$315,472	1.1%	\$321,564	1.9%	\$328,640	2.2%	\$335,605



Agriculture Service Board provides pest control, weed inspection/spraying, roadside mowing, as well as dog control. The department contributes to the Lakeland Agricultural Research Association (LARA) annually.

AGRICULTURAL SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Administration	\$581,190	\$591,214	1.7%	\$600,461	1.6%	\$613,669	2.2%	\$626,964
Grant	\$138,907	\$142,241	2.4%	\$145,370	2.2%	\$148,568	2.2%	\$151,540
Mowing	\$123,259	\$126,217	2.4%	\$128,994	2.2%	\$131,832	2.2%	\$134,468
Weed Control	\$108,233	\$110,831	2.4%	\$113,269	2.2%	\$115,761	2.2%	\$118,076
Beaver Control	\$96,610	\$98,929	2.4%	\$101,105	2.2%	\$103,329	2.2%	\$105,396
Gopher Control	\$500	\$512	2.4%	\$523	2.2%	\$535	2.2%	\$545
Council Costs	\$15,800	\$16,179	2.4%	\$16,535	2.2%	\$16,899	2.2%	\$17,237
Transfers to (from) reserves	\$40,000	\$50,000		\$0		\$0		\$0
Contribution to Capital	\$0	\$171,148		\$162,212		\$64,293		\$0
Net Costs for Taxation Purpose	\$826,685	\$922,789	16.1%	\$977,729	14.8%	\$897,750	15.4%	\$851,147

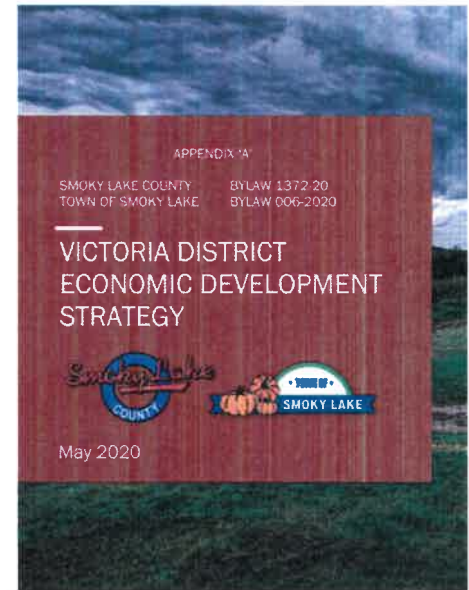
Economic Development Services are provided inter-municipally through the Regional Community Development Committee (RCDC). The current funding formula for the committee requires 67% from Smoky Lake County. The financial plan is based on this agreement. Doctor Recruitment and Retention is also funded jointly.

In the strategic plan, Smoky Lake County prioritized economic development. An Economic Development Strategy focused on leveraging existing heritage assets within the Victoria District has been developed. Bylaw 1370-20: Victoria District Economic Development Strategy was passed in June 2020. The plan objectives were established to:

1. Arrest the declining population to protect municipal core services including hospitals and schools.
2. See property values gradually return to a positive-growth pattern.
3. Reduce the unemployment.
4. Facilitate career opportunities for young people so they do not have to leave the area.
5. Ensure wealth generation is shared around the region.
6. Contribute to the preservation of heritage values of both the Victoria District and the wider region.

Council has approved funding of \$600,000 to invest in a Municipal Controlled Corporation for implementation of the plan. These funds have been included in the budget under Administration in 2022 and will be funded through reserves. More information can be found online at:

<http://www.smokylakecounty.ab.ca/p/victoria-district-economic-development-strategy>.



ECONOMIC DEVELOPMENT	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
County Deveopment/Tourism	\$6,500	\$6,656	2.4%	\$6,802	2.2%	\$6,952	2.2%	\$7,091
Regional Economic Development	\$75,000	\$67,615	-9.8%	\$67,568	-0.1%	\$69,044	2.2%	\$70,569
Dr Recruitment/Retention	\$20,000	\$20,480	2.4%	\$20,931	2.2%	\$21,391	2.2%	\$21,819
Victoria District Economic Development	\$35,000			\$0		\$0		\$0
Transfers to (from) reserves	\$110,000							
Net Costs for Taxation Purpose	\$26,500	\$94,751	257.6%	\$95,301	0.6%	\$97,387	2.2%	\$99,479



Recreation and Cultural Services include the maintenance of all county owned parks and campgrounds. The operations of the campgrounds at Hanmore Lake, Kaduk Lake, Mons Lake and Bellis Beach are contracted out. This department also includes grants to the Agricultural Societies, maintenance of the Iron Horse Trail and costs of the Heritage Board

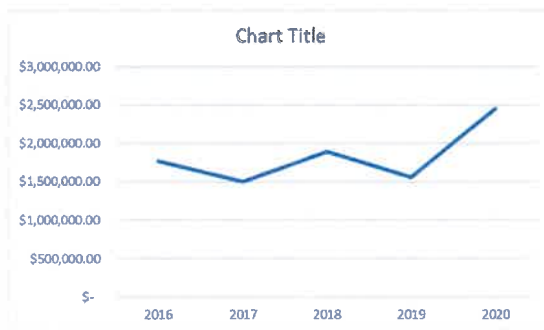
RECREATION & CULTURAL SERVICES	2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
General	\$343,278	\$356,000	3.7%	\$363,926	2.2%	\$374,020	2.8%	\$383,774
Recreation Trail	\$2,500	\$2,560	2.4%	\$2,616	2.2%	\$2,674	2.2%	\$2,727
Hanmore/Island Lake	\$36,000	\$36,864	2.4%	\$37,675	2.2%	\$38,504	2.2%	\$39,274
Bellis Beach/ Mons Lake	\$3,900	\$3,994	2.4%	\$4,081	2.2%	\$4,171	2.2%	\$4,255
Heritage Board	\$15,500	\$15,872	2.4%	\$16,221	2.2%	\$16,578	2.2%	\$16,910
Agricultural Societies	\$95,000	\$95,000	0.0%	\$95,000	0.0%	\$95,000	0.0%	\$95,000
MSI Grant	\$95,000	\$95,000		\$95,000		\$95,000		\$95,000
Northern Lights Library System	\$25,750	\$26,368	2.4%	\$26,948	2.2%	\$27,541	2.2%	\$28,092
Transfers to (from) reserves	\$58,000	\$0		\$0		\$0		\$0
Contribution to Capital	\$58,000	\$41,308		\$70,473		\$0		\$176,907
Net Costs for Taxation Purpose	\$347,128	\$401,250	15.6%	\$438,428	9.3%	\$378,138	-13.8%	\$564,881



SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Natural Gas Services distribute natural gas to County and Vilna Residents. The department also supplies odorant and compressed natural gas to other gas co-ops. The Gas department operates financially independent of Smoky Lake County.

NATURAL GAS		2022	2023	Budget Change	2024	Budget Change	2025	Budget Change	2026
Bulk Odorant		-\$58,118	-\$59,513	2.4%	-\$60,822	2.2%	-\$62,160	2.2%	-\$63,403
CNG Trailer		-\$15,500	-\$15,872	2.4%	-\$16,221	2.2%	-\$16,578	2.2%	-\$16,910
Gross Margin - Sales less gas purchase		-\$1,431,500	-\$1,564,352	9.3%	-\$1,673,282	7.0%	-\$1,593,357	-4.8%	-\$1,378,562
Legislative		\$9,000	\$9,216	2.4%	\$9,419	2.2%	\$9,626	2.2%	\$9,818
Administration		\$585,375	\$599,424	2.4%	\$612,611	2.2%	\$626,089	2.2%	\$638,611
Distribution- Operating & Maintenance		\$650,743	\$666,361	2.4%	\$681,021	2.2%	\$696,003	2.2%	\$709,923
Capital Assets		\$ 453,000.00	\$ 101,376.00		\$ 320,760.83		\$ 70,640.64		\$ 100,522.72
Reserve Transfers - System Capital		-\$ 193,000.00	\$ 263,360.00		\$ 126,514.00		\$ 269,737.00		\$ 202,732.00
Total Natural Gas		\$0	\$0	21.3%	\$0	18.0%	\$0	6.2%	\$0



Gas sales are predicted using an average of the past 5 years volumes and an estimated minimal price change. Surpluses are added to reserves and deficits are covered by reserves. Natural gas prices have increased in 2022. The budget does not reflect this increase.

APPENDICES

Appendix 1: Policy 08-11 Budget Development

SMOKY LAKE COUNTY



Title: Budget Development		Policy No.: 11-02
Section: 08	Code: P-R	Page No.: 1 of 3

Legislation Reference:	<i>Municipal Government Act, Sections 242 – 246.</i>
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Purpose:	To provide an efficient and effective process for the development of the annual Total Function Budget and Five Year Financial Plan.
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Policy Statement and Guidelines:	
<p>1. STATEMENT OF INTENT:</p> <p>1.1 The Budget Development Policy provides a guideline for the activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital purchases. This policy along with Policy 08-30-01 Financial Management Policy provide for a consistent approach to the financial planning of Smoky Lake County.</p> <p>2. RESPONSIBILITIES:</p> <p>2.1 Council is responsible for the following:</p> <p>2.1.1 Providing Administration, in August each year, with direction as to its expectation for:</p> <ul style="list-style-type: none"> • The municipal tax rate • Percent increase (or decrease) for the next year in function or capital expenditures that are acceptable • Expected changes to service levels • Priorities in the Road Plan <p>2.1.2 Scheduling adequate meeting time to review budget documents using the following as a guideline.</p> <ul style="list-style-type: none"> • Directional Meeting – August • Capital Asset Meeting– October • Five-year Road Plan – October • Natural Gas – November • Complete Total Function Budget draft – November/December • Tax Rate Meeting(s) – April/May <p>2.1.3 Interim Budget Approval upon the incorporation of changes and modifications requested by council (target date: December 31)</p> <p>2.1.4 Final Budget Ratification upon the incorporation of further changes and modifications as a result of meetings setting the tax rate (target date: April 30)</p> <p>2.1.5 Five Year Financial Plan Ratification based on updated information (target date: July 31)</p>	

Title: Budget Development		Policy No.: 11-02
Section: 08	Code: P-R	Page No.: 2 of 3

Policy Statement and Guidelines:

2.2 **Administration** (led by the Finance Manager) is responsible for: ensuring that the Annual Budget and Five Year Financial Plans meet legislation requirements and follow industry best practices through the following activities.

2.2.1 **Management Review of Department Budgets(to be complete by October 15):**

- Based on the guidelines established by Council, each function group will prepare a draft five year Function Budget which contains the following items: Five Year Operating Budget, Ten-Year Capital Asset Plan, Road Plan, and other Project Plans as required.
- The Chief Administrative Officer will meet with each of the function groups to discuss their requests and needs and make appropriate changes where necessary.
- Budgets will be based on factors such as assessment growth, union collection agreement, provincial funding, and council direction.

2.2.2 **Year 1 Budget Summary (to be complete by October 31):** The Finance Manager will compile all the individual documents into a summary that Should contain the following:

- Summary of the budget guidelines adopted by Council for the proposed year.
- Summary of Administration’s proposed budget items:
 - a. Wages and benefits % and \$ change
 - b. Estimated assessment % and \$ change
 - c. General % factor used for utilities or typical expenditures
 - d. Major dollar changes for “special” or known issues (e.g., insurance / debentures)
 - e. Proposed staffing changes and the corresponding wage and benefits, etc. costs
 - f. New reserves or recommended changes to existing reserves
 - g. The amount of engineering and project costs budgeted for projects that are pre-designed and will be completed in subsequent year(s)
 - h. Identified major increases or decreases for each function
 - i. Projected grant funding
 - j. Any other items that would provide Council with information to make its decision making more effective and efficient

Title: Budget Development		Policy No.: 11-02
Section: 08	Code: P-R	Page No.: 3 of 3

Policy Statement and Guidelines:

- 2.2.3 **Year 1 Budget Compilation (to be complete by October 31)**
Administration to compile all the individual documents into the following budget documents:
- Revenue and expenditures by function
 - Ten Year Capital Replacement Plan
 - Road Plan
 - Summary of Reserve Balances
 - Any projects carry forwards (if known at this time)
 - Supporting charts or graphs for information that will prove beneficial for budget review
 - Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.
 - Administration will incorporate and track all changes / modifications resulting from Budget meetings with Council.
- 2.2.4 **Five Year Financial Plan (to be complete by July 15)** The Finance Manager will compile all approved budget documents, along with Projections for years 2 to 5 into a Five Year Financial Plan. The Financial plan should identify upcoming changes, opportunities, and Challenges
- 2.2.5 Ensure that the budget is adhered to by reviewing actual expenditures as compared to budget.
- 2.2.6 Provide council with the Budget at a Glance Report monthly and point out any major budget variances.

	Date	Resolution Number
Approved	September 21, 2006	# 690-06 - Page # 8209
Amended	August 30, 2018	# 848-18 - Page # 13229
Amended		

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Appendix 2 : 2022 Five Year Capital Budget

Smoky Lake County		Capital Budget (Adjusted for Inflation)					
		2.40%	2.20%	2.20%	2%		
Item #	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Notes	
ADMIN BUILDING RESERVE	1		50,000	51,100	51,100	50,000	
AERIAL PHOTOS RESERVE	2			35,770	35,770	0	
AERIAL PHOTOS PURCH	2		102,400			109,523 from	
DRONE REPLACEMENT						12,000	
HERITAGE SIGNS	3	15,000	15,360	15,698	16,043	16,364	
HAMLET WAYFINDING SIGNS	4	5,000					
FIRE EQUIPMENT REPLACEMENT RESERVE	5	10,000	10,000	10,000	10,000	10,000	
FIRE BUILDING RESERVE	6		75,000	75,000	75,000	75,000	
FIRE APPARATUS RESERVE	7	162,000	162,000	162,000	162,000	162,000	
AUTOMATIC EXTERNAL DEFIBRILLATORS	8	18,000					
REPLACE 403 WASK FIRE TRUCK			563,200			from reserve	
REPLACE 401 VILNA FIRE TRUCK					632,446		
REPLACE 407 SMOKY LAKE RESCUE TRUCK						reserve/cont ribution from	
REPLACE 445 SMOKY LAKE WATER TRUCK				219,258			
REPLACE 221 ATV FOR BYLAW			20,967			141,844 from reserve	
GRADER REPLACEMENT (160M) UNIT 502	9	647,400	768,000	665,600	680,243	693,848 from MSI sale 120,000	
950H WHEEL LOADER	10		488,448			loader as	
OLD SHOP IMPROVEMENTS	11	41,025					
HEADACHE RACK PROJECT - COUNCIL REQUEST	12						
REPLACE EXCAVATOR 627 Moved to 2023	13		362,496			110,000	
REBUILD CAT (PREVIOUSLY POSTPONED) 801	14	350,000				from reserves	
SELL PATCHER BOX 160	15					20,000	
REPLACE TRUCK 108 PLOW TRUCK				99,420			
PLOW FOR 108 REPLACEMENT				12,558			
REPLACE 102 PICKUP TRUCK					64,284	65,570	
REPLACE 109 CREW TRUCK			63,488				
REPLACE 111 BELLY DUMP			64,512				
REPLACE 114 STREET SWEEPER (JOINT)			127,795			660,000 in reserves	
REPLACE 121 PACKER TRAILER				5,668			
REPLACE 136 TRAILER			37,274				
REPLACE 137 TRAILER				6,235			
REPLACE 155 OIL TRUCK			174,029				
REPLACE 158 LOWBED					116,722		
REPLACE 164 PRESSURE WASHER			15,974				
REPLACE 170 TRUCK				183,142			
REPLACE 180 TRUCK winch truck ok					235,301		
REPLACE 188 FIFTH WHEEL TRUCK				208,970			
REPLACE 194 OIL TRUCK				177,562			
REPLACE 195 DUMP TRUCK SANDER/PLOW			368,640				
REPLACE 197 TRUCK			200,540				
REPLACE 602 BACKHOE LOADER				137,357			
REPLACE 603 CAT RECLAIMER				544,196		from reserve	
REPLACE 608 ROCK TRUCK			523,141				
REPLACE 609 ROCK TRUCK				534,878			
REPLACE 623 FORKLIFT			10,549				
REPLACE 625 PACKER					210,115		
REPLACE 627 EXCAVATOR				545,322			
REPLACE 628 PACKER					205,592		
REPLACE 638 CAT COMPACTOR			191,693				
REPLACE CREW TRUCK 117				63,241			
REPLACE TRUCK 101 1/2 ton			63,437			\$10,000/MSI	
REPLACE TRUCK 104			61,555				
REPLACE TRUCK 110 MECHANIC SERVICE TRUCK			61,555				
REPLACE TRUCK 115 CREW TRUCK				62,909			
REPLACE TRUCK 116 CREW TRUCK					64,632	64,506	
REPLACE TRUCK 119			63,488				
REPLACE TRUCK 122 CREW TRUCK			63,488				
SMOKY LAKE CREEK							
WARSPITE DRAINAGE							
REPLACE TRUCK 227			51,200				
WATER WELL AT HANMORE LAKE WEST - MOT 97-21		26,000				reserves	
SEWER PUMP RESERVE FOR REPLACEMENT		5,000	5,000	5,000	5,000	5,000	
GARBAGE TRUCK RESERVE TRANSFER		45,000	45,000	45,000	45,000	45,000	
REPLACE 454 TRAILER			12,428				
AG RESERVE		40,000					
REPLACE 473/474					64,293		
REPLACE 472			158,720			from reserves	
REPLACE 471				162,212		front reserve	
REPLACE 726				52,306			
SHOWER HOUSE					326,907	** try to get 30% grant 100% grant	
HANMORE LAKE TRAIL	16	500,000					
PIER			12,288				
TRAILER			11,264				
PLAYGROUND HANMORE WEST			25,000			638,000	
MONS LAKE RETAINING WALL/BEACH CARRYOVER		20,000				from reserve	
REPLACE MOWER			17,756	18,147			
TRANSFER JOHN DEER AND MOWER FROM PW	17	0					
BUILDING REPAIRS CARRIED FROM 2021		605,000				SI	
FINANCE SOFTWARE		133,152				RESERVES	
REPLACE 198 TRUCK		190,000				RESERVES	
REPLACE 196 GRAVEL TRAILER		65,000				RESERVES	
PW CREW TRUCK (carry over)		40,000				RESERVES	
PAKAN EMERGENCY BOAT LAUNCH CONCRETE (carry over)		13,000				RESERVES	
WARSPITE EMERGENCY BOAT LAUNCH (carry over)		25,000				RESERVES	
ENTERPRISE 3500 VEHICLE REPL 107		63,000				\$2000	
ENTERPRISE 1500 VEHICLE REPL 101B, 226A, 239		150,000				/101B \$80000	
MUNICIPAL CAPITAL TOTAL		3,168,577	5,047,085	3,322,086	2,285,150	2,942,436	

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Smoky Smoky Lake County							
2022 C: Capital Budget (Adjusted for Inflation)		2.40%	2.20%	2.20%	2%		
Dept	Item #	Budget 2022	Budget 2023	Budget 2024	Budget 2025	Budget 2026	Notes
GAS	INFRASTRUCTURE LINE REPLACEMENT	18	50,000	50,000	50,000	50,000	
GAS	RMO STATION REPLACEMENT PLAN RESERVE	19	70,000		70,000		
GAS	RMO STATION REPLACEMENT PLAN	19	140,000		148,514	152,732	from reserve
GAS	MODEMS FOR RMO	20	22,000	22,528	23,024		reserve
GAS	POLESHED FOR PIPE	21	80,000				reserve
1078-21	ENTERPRISE 3500 VEHICLE REPL 206		63,000	69,120	141,281	70,641	reserve/sell \$12,500
GAS	REPLACE 233 TRAILER					17,791	
GAS	NEW TRUCK BOX	23	9,500	9,728	9,942		reserve
GAS	REPLACE AMR READING EQUIPM	24	31,000				
GAS CAP:NATURAL GAS CAPITAL TOTAL			375,500	221,376	370,761	190,641	220,523
CONSOLIDATED CAPITAL TOTAL			3,544,077	5,268,461	3,692,847	2,475,790	3,162,958

Appendix 3 : Policy 03-18 Three Year Road Plan – Section 3 only

Section 3



Completed up to November 5, 2021

Policy 18-17

2021 Road Projects

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

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

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 124 between Twp 601- Twp 603A	MG2111	4	2.5		\$40,000.00	\$22,192.33	MSI/MO
Twp 620 between RR 135- RR 141	MG2121	3	2		\$50,000.00	\$67,133.87	MSI/MO
Twp 602 bowtoon Hwy 36- RR 140	MG2131	5	3		\$75,000.00	\$32,680.04	MSI/MO
RR 122 between Twp 591- Twp 592	MG2141	2	1		\$25,000.00	\$9,507.55	MSI/MO
Twp 590 between RR174(n)-RR 180(n)	MG2113	2	1.25		\$28,000.00	\$17,091.29	MSI/MO
Twp 595A between RR 171- Hwy 28	MG2114	3.5	2.25		\$50,000.00	\$26,614.79	MSI/MO
Twp 602 between Hwy 855- RR 172	MG2124	2	1		\$20,000.00	\$9,334.98	MSI/MO
RR 181 between Twp 604- Twp 605	MG2115	2	1		\$30,000.00	\$46,795.49	MSI/MO
		23.5		Total	\$318,000.00	\$231,340.26	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 583A between RR 130- RR 131	C2112	6	0.5		\$60,000.00	\$54,113.97	MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$130,000.00	\$1,079.61	
		18		Total	\$190,000.00	\$55,193.58	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2023	4	5.5		\$121,000.00	\$87,978.40	Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2033	3	2		\$44,000.00	\$26,529.44	Aggregate Reserve
		7		Total	\$165,000.00	\$114,507.84	

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

Five-Year Road Plan: Year 2021-2026

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Section 3



Policy 18-17

2022 Road Projects

OIL TREATMENT PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 181 between TWP 604- TWP 603	P2213	3	1		\$350,000.00		MSF 260,000.00
		3		Total	\$350,000.00	\$0.00	

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

MG 30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2211	4	3		\$75,000.00		MSI/MO
RR 130 between Twp 603- Twp 604	MG2221	2	1		\$25,000.00		MSI/MO
RR 144 between Twp 590- Hwy 652	MG2212	8	6		\$84,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2233	1	0.5		\$10,000.00		MSI/MO
Twp 590 between Hwy 855- RR 170	MG2243	5	3.25		\$60,000.00		MSI/MO
Twp 590 between RR 174(n)-RR 180(s)	MG2253	2	1.25		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2214	1	0.5		\$10,000.00		MSI/MO
Twp 600 between RR 181- RR 182	MG2218	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2225	2	1.5		\$27,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2239	2	1.5		\$27,000.00		MSI/MO
		29		Total	\$368,000.00	\$0.00	

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

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
141	PW45	44.5	7,422.50	\$178,140.00			RTG
218.5	PW46	78.5	12,835.00	\$320,875.00			RTG
189.5	PW47	46.5	7,453.50	\$156,565.50			RTG
167	PW48	58	9,218.50	\$184,370.00			RTG
219	PW49	64	10,232.00	\$204,640.00			RTG
908		291.5	47,163.5	\$1,044,590.50			
Contingency:			5,000.00	\$105,000.00			
Total			\$2,163.50	\$1,149,590.50			
Road Repair PW90:							Minority Cost of gravel only

Five-Year Road Plan: Year 2021-2026

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Section 3



Policy 18-17

2023 Road Projects

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

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

MG10 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 859- RR 144	MG2322	6	4		\$80,000.00		MSI/MO
RR 173 between Twp 584- Twp 583A	MG2333	1	0.5		\$10,000.00		MSI/MO
RR 170 between Twp 590- Twp 592A	MG2343	4	2.5		\$55,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2314	1	0.5		\$13,000.00		MSI/MO
RR 180 between Twp 594- Twp 594A	MG2315	1	0.5		\$15,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2325	2	1.5		\$35,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2335	3	1.5		\$35,000.00		MSI/MO
Twp 604 between RR 191- RR 192A	MG2355	3	1.5		\$50,000.00		MSI/MO
		21		Total	\$293,000.00	\$0.00	

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

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

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

Five-Year Road Plan: Year 2021-2026

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Section 3



Policy 18-17

2024 Road Projects

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

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

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 610- Twp 611A	MG1841	3	2.5		\$38,000.00		MSI/MO
Twp 590 between RR 143- RR 144	MG1822	1	0.5		\$10,000.00		MSI/MO
RR 143 between Twp 590- Hwy 28	MG1942	6	4		\$100,000.00		MSI/MO
Twp 592 between RR 182A- RR 183	MG2433	1	0.5		\$10,000.00		MSI/MO
RR 183 between Twp 591A- Twp 592	MG2443	2	0.5		\$20,000.00		MSI/MO
Twp 604 between RR 181- RR 183	MG2415	4	2		\$60,000.00		MSI/MO
		17		Total	\$238,000.00	\$0.00	

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

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

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	38.5	6,517.50	\$156,420.00			RTG
218.5	PW46	79	12,851.00	\$321,275.00			RTG
159.5	PW47	36	5,817.50	\$122,167.50			RTG
167	PW48	41	6,659.50	\$133,190.00			RTG
219	PW49	58	9,296.00	\$185,920.00			RTG
968		252.5	41,141.5	\$918,972.50			
Contingency:			5,000.00	\$105,000.00			
Total			46,141.50	\$1,023,972.50			
Road Repair PW90:							Unbudgeted Cost of gravel only.

Five-Year Road Plan: Year 2021-2026

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

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Policy 18-17

2025 Road Projects

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

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

MG31 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2511	5	3		\$75,000.00		MSI/MO
Twp 590 between RR 181(s)- RR 184(s)	MG2533	5	3		\$70,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2514	2	1		\$25,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2524	1	0.5		\$12,000.00		MSI/MO
RR 180 between Hwy 28- Twp 594	MG2515	2	1.5		\$30,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2525	2	1.5		\$30,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2535	2	1.5		\$30,000.00		MSI/MO
		19		Total	\$272,000.00	\$0.00	

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

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

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

Five-Year Road Plan: Year 2021-2026

SMOKY LAKE COUNTY FINANCIAL PLAN 2022 - 2026

Section 3



Policy 18-17

2026 Road Projects

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
				Total	#REF!	#REF!	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
				Total	\$0.00	\$0.00	MSI/MO

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 144 between Twp 590- Hwy 652	MG2612	8	6		\$90,000.00		MSI/MO
Twp 584 between Hwy 859- RR 144	MG2622	6	4		\$60,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2633	1	0.5		\$12,000.00		MSI/MO
RR 124 between Twp 601- Twp 603A	MG2614	4	2.5		\$50,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2614	2	1		\$30,000.00		MSI/MO
				Total	\$242,000.00		\$0.00

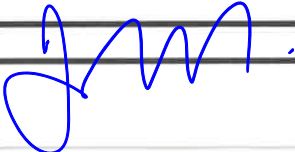
CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 590 between RR 150(s)- RR 150A	C2612	7	0.5		\$60,000.00		MSI/MO
Twp 590 between RR 154(s)- RR 154A	C2622	4	0.25		\$15,000.00		MSI/MO
RR 200 between Twp 592- Twp 593	C1715	12	1		\$130,000.00		MSI/MO
Twp 592 between RR 200- RR 195A	C2615	6	0.5		\$50,000.00		MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$130,000.00		MSI/MO
				Total	\$385,000.00		\$0.00

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2613	4	5.5		\$121,000.00		Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2623	3	2		\$44,000.00		Aggregate Reserve
				Total	\$165,000.00		\$0.00

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	40.5	6,798.50	\$163,164.00			RTG
218.5	PW46	83.5	13,615.00	\$340,375.00			RTG
159.5	PW47	41.5	6,675.50	\$140,185.50			RTG
167	PW48	52.5	8,360.50	\$167,210.00			RTG
219	PW49	70	11,168.00	\$223,360.00			RTG
908		288.0	46,617.5	\$1,034,294.50			
Contingency:			5,000.00	\$105,000.00			
Total			51,617.50	\$1,139,294.50			
Road Repair PW90:							Unassigned- Cost of gravel only

Five-Year Road Plan: Year 2021-2026



REQUEST FOR DECISION		DATE	August 25, 2022 4.21
TOPIC	Concrete walk path plus wheelchair ramp extension into council door entry way		
PROPOSAL	<p>This is part of the building maintenance for the entry towards the council chambers. This will include the walk path past the legion entry to the county door. This also includes opening the wheelchair ramp for better access for disabled persons.</p> <ul style="list-style-type: none"> - Attached the quote from 2 different companies - Funding will come from building reserve <p>1. A cost analysis was conducted. We included a 10% contingency with the new installations 4.21a Danylak Landscaping and 4.21b Convex Trailer LTD</p> <ul style="list-style-type: none"> - No grants available, County not eligible for CIP - MSI grant already allocated 		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
N/a			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	N/a		
BENEFITS	<ul style="list-style-type: none"> • This is part of the maintenance that is needed to upkeep the building to standards • The current sidewalk is done in blocks and makes cleaning during the winter snow very difficult • The current sidewalk is no longer level which can make a safety hazard • The current sidewalk causes water to pool close to the building which could cause flooding within the building • The current wheelchair ramp is not usable for people that have wheelchairs 		
DISADVANTAGES	<ul style="list-style-type: none"> • Continued unsafe conditions for Wheelchairs 		
ALTERNATIVES	<ul style="list-style-type: none"> • Keep current system as is 		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	\$	Capital Costs:	\$14,385.00
Budget Available:	\$0	Source of Funds:	reserves_____
Budgeted Costs:	14,385.00	Unbudgeted Costs:	\$14,385.00
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS			
COMMUNICATION STRATEGY			
RECOMMENDATION			
<p>it is recommended that we use Convex trailers as this is the company that currently does work for the Town of Smoky Lake and is well experienced in this field.</p> <p>Smoky Lake County contract Convex trailer to replace the side walk and extend the wheelchair ramp in the amount of \$14385.00 to be funded from reserves</p>			
CHIEF ADMINISTRATIVE OFFICER			

4.213



Cell 780-208-2117
 Fax 780-657-2720
 Convex1626@gmail.com

QUOTE
 Order No 08182022-01
 Date: Aug-18-2022

To Smoky Lake County
 Phone No: 780-650-5111
 Email. ttychkowsky@smokylakecounty.ab.ca

L #	Description	Amount
1	This letter concerns the replacing of sidewalks in Smoky Lake	
2	Remove existing concrete wheelchair ramp 8 ft by 52 ft by 5 inches	
3	concrete of Sidewalk.concrete with 10m rebar 30 MPA concrete: My quote	
4	is \$13,700.00	
5	SUB-TOTAL -----	13,700.00 ←
6	GST. 5%-----	685.00
7	I look forward to hearing from you. My Cell 780-208-2117 Thank you. Aaron Guenther ----- Convex Trailers ltd. GST: #847413358RT0001	
QUOTE VALID FOR 14 DAYS .		Total Amount 14,385.00



Chief Administrative Officer

Report Period: **June 18, 2022 to Aug 17, 2022**

LEGISLATIVE / GOVERNANCE

Projects	Date In Progress	Date Outstanding	Date Completed
MCC Inaugural Meeting			Jun 24/22
Alberta Counsel – AB Counsel had requested a meeting with myself to discuss emerging priorities for the County (see attached). I suggested that perhaps it would be best to discuss the issues and possibilities directly with Council. The thought is that AB Counsel may be well positioned to provide assistance to the County to get our issues heard. Council will require a motion to set this meeting and determine whom will attend (either in person or Zoom). Recommendation: That Smoky Lake County...(decision)			Aug 17/22
Minister Shandro – Policing: Attended a meeting wherein the Minister was seeking input from local municipalities, including the County. Little time was allocated for direct dialogue, so it was more of an introduction to the proposed rollout Provincial Policing program.			Jun 29/22
Healthcare History – Met with Council to discuss healthcare issues and history as a precursor to Cold Lake Meeting with Minister Copping.			Jul 18/22
Minister Copping – Healthcare Meeting with Region: Attended a meeting with Minister Copping regarding healthcare issues in the NE Region.			Jul 19/22

ADMINISTRATIVE

Projects	Date In Progress	Date Outstanding	Date Completed																								
Mangers Meetings – Every Monday Morning			Ongoing																								
Pankew/Fire Property – Attended the lawyers office in St Paul to sign the purchase documents on July 06. The sale closed on July 15, 2022. Completed an inspection of the property with Deputy FC.			Jul 06/22 July 21/22																								
Bonnie Lake Resort – The Developer submitted final revised drawings to the County. The drawings have been approved and the County is in the process of registering the subdivision with land titles.			Jul 06/22 Jul 15/22 Jul 22/22																								
Departmental Meeting – Departmental/Board Meetings			June 17/22 June 20/22 Aug 16/22																								
Road Plan Amendment – Administration reviewed the road plan pertaining to oil treatment/paving projects, specifically project P2215 shown below. <table border="1"> <thead> <tr> <th colspan="8">OIL TREATMENT/PAVING</th> </tr> <tr> <th>Project Name</th> <th>Code</th> <th># Days</th> <th>Length/Miles</th> <th>Res #'s</th> <th>Estimate Costs</th> <th>Actual Cost</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>RR 181 between TWP 604- TWP 605</td> <td>P2215</td> <td>5</td> <td>1</td> <td></td> <td>\$350,000.00</td> <td></td> <td>MSP 260,000.00</td> </tr> </tbody> </table> <p>At the June Council meeting, there was a discussion regarding the haul road SE of Hanmore Lake (RR174 from 610 to 612). A number of complaints were received and some MG was applied to this road. The MG is considered as a temporary relief from dust as the suppressant value</p>	OIL TREATMENT/PAVING								Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding	RR 181 between TWP 604- TWP 605	P2215	5	1		\$350,000.00		MSP 260,000.00			Aug 02/22 Aug 15/22
OIL TREATMENT/PAVING																											
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding																				
RR 181 between TWP 604- TWP 605	P2215	5	1		\$350,000.00		MSP 260,000.00																				

Chief Administrative Officer

Report Period: **June 18, 2022 to Aug 17, 2022**

<p>gradually declines with traffic and time. A recommendation has come forward to amend the approved road plan to apply the funds instead to pave the section of 612 and between 174 and Hwy 855 and then use this section of road as the haul road, rather than RR174. This topic was discussed informally however since project P2215 is approved by a motion of Council, Council must make an amending motion to change this plan.</p> <p>Recommendation: That Smoky Lake County amend the 2022 road plan by re-allocating the paving priority from RR181 between Twp 604 to 605 (in Division 5) to Twp 612 between RR174 and Hwy 855 (Division 3) and that the project be completed in 2022. Once completed, the County will then change the designated haul route from RR174 between Twp 610 to 612 to Twp 612 between RR174 and Hwy 855.</p>			
<p>Fence Damage from Snow Benching – Ed Doktor had contacted the County to report that a portion of his gate and fence had been damaged by the County snow benching operations this past winter. After a period of time, the individual undertook repairs on his own and has requested reimbursement of \$400 to have his fence repaired. The issue for the County was that our investigation report was not conclusive and further hampered by the fact that a follow-up inspection was not done prior to completion of the work due to our hectic spring schedule. The site was examined after-the-fact and in the opinion of the Manager, the damage was almost certainly caused by the County.</p> <p>The total repair cost was \$400 (\$424 with GST). The recommendation is that the County reimburse Mr. Doktor \$424, including GST.</p> <p>Recommendation: That Smoky Lake County reimburse Mr. Doktor \$424, including GST for the repair of his fence as a result of damaged caused from the County snow Benching operations this past winter.</p>			
<p>Randy Russ Memorial Barrel Race Sponsorship – A request was received to transfer the \$500 donation of water to be converted into cash so that it can be used as a donation the Bellis 4-H Beef Club for helping with the barrel work duties at the event.</p> <p>The motion provided to the Accounts Payables Clerk was:</p>			

Chief Administrative Officer

Report Period: **June 18, 2022 to Aug 17, 2022**

January 27, 2022, Council meeting Motion:

Randy Russ Memorial Barrel Race

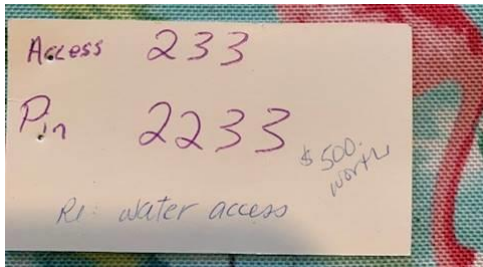
338-22: Halisky

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

Carried.

A \$500 cheque was issued and duly signed off by the Reeve and CAO.

The Env. Manager set up an account number for the drawing of \$100 worth of raw water and affixed the access information to a card (in red).



Additional writing from someone else, which is not the Manager's handwriting, shows that the understanding may have been that the water value was worth \$500.

The donation amount was to be cash value of \$400 and \$100 worth of raw water. There was an issue with the pump at that time of the event and no water was drawn. The County erred in remitting a cheque for the full amount of the donation, however our records show that there was never an agreement to provide \$500 worth of raw in addition to this.

The Administrative recommendation is that in the end, the \$500 donation threshold was met and that there is no further entitlement to an additional \$500 unless the Council authorizes with a separate motion.

Recommendation: That Smoky Lake County:

- 1) Either take no action and write Ann-Marie a letter accordingly, or,**
- 2) Council's motion: ??**

Strategic Plan – Spoke with 13 Ways in regard to the Strategic Plan moving forward and existing document.

Jul 04/22

Administrators Meeting – Met to discuss ACP – development standards, JUPA Planning/Aspen School, Iron Horse Trail 10 Year Plan and next intake for ACP projects.

Jul 14/22

Chief Administrative Officer

Report Period: **June 18, 2022 to Aug 17, 2022**

Village of Waskatenau – Attended a meeting with Planning and the Village to review the agreement pertaining to intermunicipal servicing. More work on the file is required to adequately address existing services.			Aug 03/22
Tourism Partnership – Legal team meeting – MCC Legal – Awaiting meeting of Directors. The County Administration is incurring legal and other administrative costs (advertising, etc.) to assist in setting up the meeting in preparing agendas, advertising and legal document preparations.	Ongoing		
Northern Lights RV Park – Met with the developer’s representative to discuss issues and moving forward. The main issue is that a Development permit is required to obtain grants and funding to move forward with the development however the developer has not provided sufficient information to issue a permit. The County will provide a detailed letter outlining requirements and conditions.			Aug 03/22 Aug 08/22
Committee of the Whole – Service Tracker – Attended a session for the training of users of service tracker.			Jul 27/22
Committee of the Whole – RMA Delegation: A meeting was held with a delegation of the RMA to discuss emergent issues.			Aug 11/22
Joint Health and Safety Committee Meeting			Jul 21/22
Ukrainian Twinning Meeting/Kosiv			Jul 19/22 Aug 16/22
RCDC/CEDO Meeting			Jun 29/22 Jul 26/22
Joint Municipalities Meeting			June 28/22
13 Ways – Attended a session to engage with and jointly determine risks to municipalities. This was a component of the report being prepared by 13 Ways as part of the Vilna ACP grant.			Jun 30/22
HWY 28/63 COMMISSION			
Commission Meeting			Aug 17/22
WFL Reservoir Legal - AE.	Ongoing		Jul 07/22
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
2023 Capital Budget Manager’s Meeting – A meeting was held to review the anticipated Capital budget and the major shortfall’s the County will experience as a result of previous years of deferrals of equipment purchases, reduced reserve account payments and an aging fleet. Mangers are reviewing options prior to Strategic Planning session with Council.			Aug 09/22
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
CPO1 – Community Police Officer – The Committee reviewed the resumes received and conducted interviews. 5 were selected for interviews, however only 3 showed. Two candidates interviewed very well and the references were then contacted for short interviews. At this point in time, the candidates were at a virtual tie, in terms of interview and presentation. At the end of the reference checks, the two candidates were still virtually tied, however one			Jun 27/22 Jul 04/22 Jul 20/22 Jul 27/22 Jul 28/22 Jul 29/22

Chief Administrative OfficerReport Period: **June 18, 2022 to Aug 17, 2022**

candidate with more relevant experience pertaining to the position required by the County was offered the position. Tate Murphy, currently a Fish and Wildlife Officer accepted the position of CPO1 for the County. His start date is September 12, 2022.

Aug 02/22
 Aug 04/22
 Aug 05/22
 Aug 12/22

COMMUNITY

Projects	Date In Progress	Date Outstanding	Date Completed
Jr Fire Fighter Week – Certificate Presentation			Jul 08/22

TRAINING

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COUNTY STRATEGIC PLAN

Strategic Plan – Spoke with 13 Ways in regard to the Strategic Plan moving forward and existing document. County awarded in later meeting for \$33,000 for September 28/29 sessions

Jul 04/22

Signature:

Gene Sobolewski

County Council Meeting: Aug 25, 2022



Reeve's Report

June 17, 2022 to August 16, 2022

5.3.4

June 17, 2022 – Agricultural Service Board (ASB) Meeting held in Chambers (All Council)

- Agreed to sell a Year-2012, 24', Enclosed Interstate Trailer by Public Tender.
- Approved the unbudgeted expenditure in the amount up to \$6,800 plus GST and Tire Levy, to replace Unit 454 Enclosed Interstate Trailer with a more appropriate trailer for the Agricultural Services Department's operation

June 17, 2022 - County Environmental Operations Meeting held in Chambers (All Council)

- Agreed to prepare a parade float to ride in the local parades.

June 17, 2022 - County Fire Protective Meeting held in Chambers (All Council)

- Acknowledged the funding contributions towards the 2nd Annual Year-2022 Junior Firefighter Summer Day Camp & approved \$7,000 of FCSS funding towards it.
- Agreed to execute Mutual Aid agreements for fire services with surrounding Counties, Métis Settlements, Cree Nation, & First Nation.
- Acknowledged receipt of the Fire Protective Services Clerk, job description.
- Acknowledged successful offer to purchase SW-27-59-17-W4 (9.09 acres more or less) for \$220,000.

June 17, 2022 - County Natural Gas Meeting held in Chambers (All Council)

- Approved to donate \$500 to the Managers Group of Alberta Gas Co-ops, towards the "Ride for Legends" bicycle ride in support of the Kids with Cancer Society.
- Executed the 2022/2023 Measurement Services agreement with the Federation of Alberta Gas Co-ops Ltd.

June 20, 2022 – Council Departmental Meeting held in Chambers (All Council)

- Executed the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. for five 2023 GMC Sierra SLE 4x4 crew cab trucks to replace Units 101C, 239A, 226B, 101A, & 227.

June 23, 2022 – Council Regular Meeting held in Chambers (All Council)

- Gave 3rd reading to Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20.
- Gave 3rd reading to Bylaw No. 1414-22: Community Economic Development Officer (CEDO).
- Gave 3rd reading to Bylaw No. 1418-22: Borrowing Bylaw.
- Appointed Councillors Cere & Gawalko to the Community Peace Officer One (CPO1) Recruitment Ad Hoc Committee.
- Amended Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference.
- Appointed Councillors Fenerty & Gawalko to Community Futures St. Paul-Smoky Lake Region Committee.
- Approved to donate \$250 to Alexis Fulton, Vilna School Student towards her trip to San Quintin, Mexico, to build houses for a week with the Canadian charity "LiveDifferent".
- Amended Policy Statement No. 03-35-12: Snow Clearing.
- Acknowledged receipt of the IT Technician Job Description.
- Acknowledged receipt of the Custodian Job Description.
- Approved to donate \$100 of promotional items for the RHPAP Rural Community Health Provider Attraction and Retention Conference.
- Acknowledged the County's calculated population for 2021 is 2,517.



Reeve's Report

June 17, 2022 to August 16, 2022

June 24, 2022 – MCC for the Smoky Lake Development Corp. Meeting (Lorne)

- Elected a Chairperson & Vice-Chairperson & appointed Secretary Treasurer & President.
- Ratified the Certificate of Incorporation, adopted a Bylaw to regulate the corporate affairs.
- Passed resolutions to officiate other inaugural corporate matters.

June 25, 2022 – Metis Nation of Alberta's 4th Annual Metis Festival at Metis Crossing (Lorne, Dan and Dominique)

- Reeve gave greetings on behalf of the County with councillors who attended representing the County connecting with attendees, other dignitaries and facility employees.

June 27, 2022 – Northeast Alberta Information HUB AGM Meeting in StPaul (Lorne)

- MLA Dave Hanson – Bonnyville/Cold Lake/StPaul discussed EMS issues, Dr Recruitment, Medical post secondary tuition paid by GOA, Hwy 28 issues, Utility billing savings for constituents etc.
- Annual Chairs report was delivered by Gerald Aalbers.
- Financial Report was delivered by Jocelyn Lanovaz with all in good standing.
- Motion was made to retain JMD Group LLP as Financial Auditors for 2022 & 2023.
- Executive Director Bob Bezpalko reported on economic interests in Ag, Oil & Gas, Hemp, Transportation Corridor/24hr US Canada Border crossing, Broadband/Connectivity and Business support etc...
- Guest speaker Lynette Tremblay Chief Operating Officer Invest Alberta discussed supply chain issues, food crisis, climate change, fuels costs, inflation, alternative proteins, vertical farming, agri-tech, renewables, biofuels, hydrogen, carbon capture, clean tech, bio-med tech and digital health etc.
- Place to do business "Site Selector" ensuring current web info and great web info focusing on lifestyle, talent, ease of doing business, cost of doing business and speed of doing business.

June 28, 2022 – Joint Municipalities Meeting held virtually (All Council)

- Received updates/reports/presentations from: RCMP Smoky Lake Detachment, MLA Athabasca-Barrhead-Westlock, Aspen View Public School Division, Lakeland Catholic School Division, (RhPAP) Rural Health Professions Action Plan, & (AHS) Alberta Health Services.

June 29, 2022 – Regional Community Development Committee (RCRC) held in Chambers (Lorne & Jered)

- Received updates on the CEDO activities and projects.
- Continued to develop the 2022+ community economic development priorities to define RCDC's identity & assess priority performance measures.
- Reaffirmed the original 2022 budget, with an adjustment to the CEDO compensation.

June 29, 2022 – Virtual meeting with Minister of Justice and MLA Glenn van Dijken (All Council)

- Discussion was held on policing, justice system etc.

June 30, 2022 – Iron Horse Trail Strategic Plan Meeting for Smoky Lake Region (Lorne)

- Discussion was held on the Vision, Priorities such as animating the trail, new & enhanced existing visitor attractions, enhance & diversify the supply of accommodations, connecting the trail, minor attractions and gateways/staging areas/trailheads in accordance with future typology designations etc.



Reeve's Report

June 17, 2022 to August 16, 2022

June 30, 2022 – 13 Ways Workshop (All Council)

- Quality of Life – service delivery, Planning & Development, Financial Resiliency, Economic Prosperity and Collaboration with Target Partners was evaluated by using a Likelihood Table.

July 6, 2022 – Junior Firefighter Summer Day Camp Week Visit (Lorne)

- Visited the event/ training with attendees verifying that they were definitely enjoying the event and ensuring the event worthiness etc.

July 13, 2022 – NE Alberta Mayors, Reeves and Indigenous Leaders Caucus, held in Lamont (Lorne, Dan & Linda)

- Discussed Policing, Highway 28, Municipal Sustainability Initiative Funding, Broadband / Connectivity, Healthcare and Dr. Retention & Recruitment.

July 14, 2022 – Elevate Wellness Team Meeting (Lorne)

- Discussed/ worked on Lending Library items and process, discussed multi-use trail systems in the Town of Smoky Lake and throughout County, discussed opportunities with existing parks in Town of Smoky Lake, regions Villages and Hamlets.

July 19, 2022 – Ukrainian Twinning Committee Meeting with Kosiv (Lorne & Linda)

- Received an update from the Kosiv representative and a report on the tactical equipment and apparel purchased with the monetary donation from the Smoky Lake Region.

July 19, 2022 – Healthcare in Alberta: Challenges and Opportunities, held in Cold Lake (All Council)

- This event was to meet with the Honourable Jason Copping, Minister of Health, along with Alberta Health Services (AHS) Board and Executive Leadership to participate in a Conversation about Healthcare in Alberta and to provide the County's perspective on what's working well in our healthcare system and where there is a need for improvement.

July 21, 2022 – Innotech Alberta Vegreville Hemp Field Day (Lorne & Jered)

- Joined some of the province's leading agronomy researchers and industry representatives for an interactive Field Day featuring crops (including hemp) and ag technologies.

July 25, 2022 – Smoky Lake Hospital Emergency Coverage Meeting with the Clinic Doctors (Lorne)

- Discussed/ worked on Hospital Emergency Room Coverage for the August long weekend and going forward.

July 26, 2022 – Regional Community Development Committee (RCRC) held in Chambers (Lorne & Jered)

- Continued to provide direction for RCDC priorities and economic development Goals/Actions from 13 ways workshop

July 27, 2022 – Council Committee of the Whole Meeting held in Chambers (All Council)

- Received information and training on All-Net Service Tracker system to track and expedite Council requests.

July 30, 2022 – Smoky Lake Heritage Days Event (Lorne, Dan and Jered)

- Road on the County Parade Float representing the County.



Reeve's Report

June 17, 2022 to August 16, 2022

August 10, 2022 – LARA Smoky Lake County Summer Field Day (Dan, Dominique, Linda & Lorne)

- 20 people attended the Lakeland Agricultural Research Association (LARA) tour of trial plots.

August 11, 2022 – Council Committee of the Whole, held in Chambers (All Council)

- Met with Rural Municipalities of Alberta (RMA) delegations: Gerald Rhodes - Executive Director, Kevin Wirsta - District 5 Director, Paul McLaughlin – President, to discuss concerns and promote advocacy.

August 16, 2022 – Ukrainian Twinning Committee, held virtually (Linda & Lorne)

- Received a fundraising update.
- Discussed an facilitating an artisan masterclass.

August 16, 2022 – Agricultural Service Board (ASB) Meeting held in Chambers (All Council)

- Received an update from Lakeland Agricultural Research Association (LARA) activities.
- Received progress maps for mowing, spraying, and weed inspection.

August 16, 2022 – County Environmental Operations Meeting held in Chambers (All Council)

- Received the manager's report of the department's activities & info on upcoming conferences.

August 16, 2022 – County Fire Protective Meeting held in Chambers (All Council)

- Acknowledge receipt of the Phase Two: Smoky Lake Regional Fire Services Review which will be discussed by the region on August 29, 2022.
- Received a presentation on the success of the 2nd Annual Year-2022 Junior Firefighter Summer Day Camp.

August 16, 2022 – County Natural Gas Meeting held in Chambers (All Council)

- Received the managers report of the department's activities, as well as natural gas rate survey information, and a newsletter from Federation of Alberta Gas Co-ops Ltd. board.

For more information, please visit the Smoky Lake County Website under Council Meeting Minutes and Agendas. www.smokylakecounty.ab.ca

Yours Truly,

Lorne Halisky, Smoky Lake County Reeve, and Councillor Division 4

ACTION LIST:

February 8, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
19-22	That the Regional Community Development Committee (RCDC) acknowledge receipt of the Regional Community Development Committee (RCDC) Contact List for internal operations, as amended February 2022 with the addition of Ed Dyck, Smoky Lake County Public Member-at-Large, the addition of address for Evelynne Kobes, Town of Smoky Lake Councillor and the correction of the address and phone number for Marianne Prockiw-Zarusky, Town of Smoky Lake Councillor.	CEDO	Contact List updated and resent to RCDC April 5, 2022	n/a
25-22	That the Regional Community Development Committee (RCDC) approve action taken by the Community Economic Development Officer (CEDO) for preparing and providing a support letter for Metis Crossing for a Women's Entrepreneur program grant application.	CEDO	Letter sent by CEDO to Leon Boychuk-Hunter, Metis Crossing as follows:	

ACTION LIST:

February 8, 2022 Regional Community Development Committee (RCDC) Meeting

April 5, 2022

Metis Crossing Ltd.
17339 – Victoria Trail
Smoky Lake, Alberta T0A 3C0

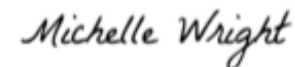
Re: Letter of Support for Metis Crossing

I am writing this letter to show support for the application to the Women's Economic Recovery Challenge Grant by Métis Crossing. Having strong interactive tourism products that provide value for money can be an economic driver for tourism to the Smoky Lake Region.

We believe it is important to provide opportunities women in Alberta to develop their skills to contribute to the economy. Métis Crossing has capacity to deliver training programs and fulfill funding requirements

We look forward to sharing in the success of Métis Crossing as they continue to develop into a sustainable hub of Indigenous cultural tourism that fosters respect and understanding of the Métis people.

Sincerely,

A handwritten signature in black ink that reads "Michelle Wright". The signature is written in a cursive style with a large initial "M".

Michelle Wright
Community Economic Development Officer
Smoky Lake Region

ACTION LIST:

February 8, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
26-22	That the Regional Community Development Committee (RCDC) approve the Community Economic Development Officer (CEDO) as a Resource to provide support to the Smoky Lake-Kosiv Ukrainian Twinning Initiative of not more than 130 hours in 2022, and the costs be included in the RCDC 2022 Budget.	CEDO	CEDO incorporated the workload of the Ukrainian Twinning Committee into the 2022 Economic Development Workplan, to be presented to RCDC at a future Committee meeting.	
27-22	That the Regional Community Development Committee (RCDC) discussion on the 2022 Economic Development Planning and Environmental Scan approve to proceed to plan a workshop with Joint Councils and community development stakeholders to develop a Regional Economic Development Strategy.	Municipalities	Joint Municipalities met with 13 ways on March 31, 2022 and scheduled a strategy workshop for xxxx.	

ACTION LIST:

April 11, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
37-22	That the Regional Community Development Committee provide support to the 2022 Regional Career Fair April 21, 2022 in the amount of \$1000 from the 2022 Budget.	Managing Partner	Cheque requested by CEDO payable to Aspen View School Division for 2022 Career Fair.	2.11
41-22	That the Regional Community Development Committee (RCDC) extend the contract with Pappy's Parcel Pitstop Inc. c/o Michelle Wright as the "Contractor" for the position of Community Economic Development Officer (CEDO) in conjunction with the "Contract Agreement" signed July 24, 2020 for an additional 2 month term: April 1 to May 31, 2022 in accordance with RCDC continuing to develop a new Contract with the Contractor and approve compensation \$6,000.00 per month for two months effective April 1, 2022.	Managing Partner CEDO	The Community Economic Development Officer (CEDO) prepared invoices for \$6000 per month plus expenses for the months of April and May 2022.	1.2
42-22	That the Regional Community Development Committee (RCDC) request Smoky Lake County as Managing Partner to review the proposed contract and identify all clauses that are considered non-negotiable by the Managing Partner, and forward the proposed contract in its entirety to RCDC before April 14, 2022 for the Committee members' information.	Managing Partner	The Legislative Services Clerk for Smoky Lake County, forwarded the proposed contract with highlighted sections indicating the Managing Partner's non-negotiable clauses to RCDC April 14, 2022.	1.2
43-22	That the next Regional Community Development Committee (RCDC) Meeting will be held on April 25, 2022 to discuss CEDO Contract.	CEDO	The April 25, 2022, agenda including CEDO Contract under item 4 (and Item 9 Executive Session).	1.2

ACTION LIST:

April 25, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
48-22	<p>That the Regional Community Development Committee (RCDC) amend the existing CEDO Contract as follows:</p> <ol style="list-style-type: none"> 1. Amend Contract Clause 2 to read: The Contractor will direct and control the manner and method in which the Services are performed and will set the hours during which the Services are performed. 2. Amend the Signature block: remove RCDC Chair and insert Smoky Lake County Reeve as signatory. 3. Update the term of the contract to: June 1, 2022 to June 30, 2023. 4. Amend the contract to reflect any additional changes to RCDC since original contract signing. 	Managing Partner	<p>Smoky Lake County Motion 854-22 June 23, 2022 Contract amended and approved by County Council as Managing Partner June 23, 2022 Bylaw 1414-22 add motion</p>	1.2
49-22	<p>That the Regional Community Development Committee (RCDC) approve additional compensation to the CEDO for time spent on contract discussions since June 2021 in the amount of \$1000 from the 2022 RCDC Budget.</p>	Managing Partner CEDO	<p>The Community Economic Development Officer (CEDO) prepared invoice for May 2022 to include the additional compensation of \$1000.00.</p>	1.2

ACTION LIST:

April 25, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
51-22	That the next Regional Community Development Committee (RCDC) Meeting will be held on May 19, 2022 for the purpose of evaluating the CEDO's performance for June 2021 to June 2022.	Managing Partner	<p>The CEDO emailed RCDC voting members the Policy 61-17.02 Community Economic Development Officer (CEDO) Performance Appraisal May 9, 2022 with request to forward completed documents to Smoky Lake County Assistant CAO by May 17, 2022.</p> <p>RCDC Agenda for May 19, 2022 includes CEDO Performance Evaluation as agenda item.</p> <p>Smoky Lake County Assistant CAO received xx responses.</p>	1.2

ACTION LIST:

May 19, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
64-22	That the Regional Community Development Committee (RCDC) approve compensation increase to the amount of \$80,000.00 per year from the previous two contract extension(s) compensation of \$6,000.00 per month for Pappy's Parcel Pitstop Inc. c/o Michelle Wright as the "Contractor" for the position of Community Economic Development Officer (CEDO) , and approve the renewal of the "Contract Agreement" that was originally signed July 24, 2019 for an additional one-year term to June 30, 2023, effective June 1, 2022, in accordance with April 25, 2022 RCDC Motion #48-22.	Managing Partner	CEDO signed the amended contract May 25, 2022	1.2
65-22	That the next Regional Community Development Committee (RCDC) Meeting will be held in person at County Council Chambers on June 29, 2022 10:00 a.m. for the purpose of Finalizing 2021 Schedules and approving the 2022 Strategic Priorities and Budget.	RCDC	June 29, 2022 Agenda includes 2021 Schedules and 2022 Strategic Priorities and Budget.	1.1

ACTION LIST:

June 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
73-22	That the Regional Community Development Committee (RCDC) accept the RCDC 2021 “Schedule B” 20 Years at a Glance, “Schedule C” Progress Action Report, “Schedule D” 2021 Report Card, 2021 Action List Summary and the 2021 RCDC Priorities’ Work Book as presented.	CEDO	CEDO filed as complete June 29, 2022.	1.4



REGIONAL COMMUNITY DEVELOPMENT COMMITTEE (RCDC)


STRATEGIC PLAN: 2007 TO 2027 – 20 Years At-a-Glance

Schedule “B”

Goal 1: Improve the Region’s Economic Development Capacity.	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	
1.1 Ensure Regional Community Development Committee (RCDC) work towards the implementation of the Smoky Lake Region Strategic Plan.	✓ 1				✓ 28		✓ 35	✓ 52				✓ 97	✓ 114	✓ 145/ 166/ 168/ 172/ 174/ 179	✓ 183/ 192	✓ 212/ 231/ 248						
1.2 Retain a full-time economic and community development officer for the Region to lead the ongoing implementation of the Plan.		✓ 2	✓ 7 / 17		✓ 20 / 31			✓ 55 / 60					✓ 147/ 156/ 180	✓ 188/ 193/ 199	✓ 223/ 224/ 228/ 230/ 238/ 239/2 41/ 245							
1.3 Develop and adopt rolling three-year action plans to implement this Strategic Plan over the next 20 years.			✓ 12							✓ 89				✓ 189	✓ 208/ 211/ 225/ 227/ 229/ 247							
1.4 Assign the responsibility for monitoring and assessing the implementation of the Strategic Plan to the Economic Development Committee. Appoint community members to the Committee to assist in the evaluation. Report progress on an annual basis.									✓ 66	✓ 73 / 93	✓ 97	✓ 115 / 123 / 139 / 140	✓ 162	✓ 213 / 16	✓ 222/ 226/							
1.5 Establish mechanisms to enable the Region’s residents and businesses to provide input in the economic development process				✓ 15								✓ 119	✓ 173/ 181	✓ 237								

ACTION LIST:

June 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
 <p>Regional Community Development Committee (RCDC) Regional Strategic Plan: 2007 to 2027 - PROGRESS ACTION REPORT SCHEDULE "C"</p>				
Progress Action Report: 2020				
Code	Goal	Action		
182	Goal 5.4: Identify and attract business services required by residents	Regional Community Development Committee: January 28, 2020 Motion: 87-20: That the Regional Community Development Committee (RCDC) send a Thank You letter to Lakeland Family Eyecare in St. Paul and extend an invitation to meet to discuss possible opportunity of returning to Smoky Lake.		
183	Goal 1.1: Ensure the Joint Municipalities Committee work towards the implementation of the Smoky Lake Region Strategic Plan	Regional Community Development Committee: January 28, 2020 Motion: 90-20: That the Regional Community Development Committee (RCDC) approve the 2020 Mandate Letter and accept the recommendation by the Joint Municipalities Meeting held on January 27, 2020 and forward to each respective Council for approval.		
184	Goal 3.1: Develop an integrated marketing plan to attract visitors, businesses and residents to the Region.	Regional Community Development Committee: January 28, 2020 Motion: 97-20: That Regional Community Development Committee (RCDC) acknowledge that each respective municipality signed the Memorandum of Understanding in Cooperation between Kosiv District, Ivano – Frankivska Oblast, Ukraine and Smoky Lake Region on January 27, 2020 at the Joint Municipalities Meeting.		
185	Goal 2.1: Undertake a regional opportunity identification exercise for business attraction, retention, and expansion. Identify and pursue value-added agricultural opportunities in the Region. Ensure the identified opportunities are relevant and respond to regional and global trends.	Regional Community Development Committee: January 28, 2020 Motion: 99-20: That the Regional Community Development Committee (RCDC) accept the Canadian Hemp Trade Alliance Tradeshow and Minor Hockey Tactics, as per recommendation for RCDC Sub-Committee meeting held on December 3, 2019.		
186	Goal 3.6: Continue collaboration on tourism initiatives with Kalyna Country, Alberta's Lakeland Tourism, Northeast Alberta Information HUB Ltd., Alberta's Iron Horse Trail, Metis Crossing, and Smoky Lake & District Chamber of Commerce.	Regional Community Development Committee: January 28, 2020 Motion: 100-20: That the Regional Community Development Committee (RCDC) accept Lakeland Guide insert promoting the Smoky Lake Region, as recommended by the RCDC Advertising Sub-Committee Meeting by email dated January 28, 2020		
187	Goal 3.6: Continue collaboration on tourism initiatives with Kalyna Country, Alberta's Lakeland Tourism, Northeast Alberta Information HUB Ltd., Alberta's Iron Horse Trail, Metis Crossing, and Smoky Lake & District Chamber of Commerce.	Regional Community Development Committee: January 28, 2020 Motion: 101-20: That the Regional Community Development Committee (RCDC) selected 3 Guide templates to be used for advertising in the Smoky Lake Region. <ul style="list-style-type: none"> • Tourism- 6" x 10" • Resident/Business Directory- 8.5" x 11" • Investment Material 8.5" x 11" 		

ACTION LIST:


June 29, 2022 Regional Community Development Committee (RCDC) Meeting

Schedule "D"

Smoky Lake Regional Community Development Committee Strategic Plan 			
2021 Report Card			
GOALS	Our Commitments	Our Achievements	Going Forward
1. Improve the Region's Economic Development Capacity.	1.1 Ensure Regional Community Development Committee (RCDC) work towards the implementation of the Smoky Lake Region Strategic Plan. 1.2 Retain a full-time economic and community development officer for the Region to lead the ongoing implementation of the Plan. 1.3 Develop and adopt rolling three-year action plans to implement this Strategic Plan over the next 20 years. 1.4 Assign the responsibility for monitoring and assessing the implementation of the Strategic Plan to the Economic Development Committee. Appoint community members to the Committee to assist in the evaluation. Report progress on an annual basis. 1.5 Establish mechanisms to enable the Region's residents and businesses to provide input in the economic development process	<ul style="list-style-type: none"> RCDC Refresh due to Waskatenau leaving Committee Committee changes due to municipal elections Regular Rolling Action plan updates in CEDO reporting Published 2020 report card on municipal websites 	<ul style="list-style-type: none"> Project underway with four Councils on Regional Economic Development aspirations and execution
2. Diversify the Region's Economy.	2.1 Undertake a regional opportunity identification exercise for business attraction, retention, and expansion. Identify and pursue value-added agri/culture opportunities in the Region. Ensure the identified opportunities are relevant and respond to regional and global trends. 2.8 Identify and eliminate impediments to economic development and business growth in the Region. 2.10 Provide a forum for a series of ongoing business development and self-employment training seminars in the Region (e.g., seminars on best practices for employee attraction, retention, and training; development ag-tourism products; global trends in agriculture; direct marketing; e-commerce; securing business financing; etc. 2.11 Support a youth entrepreneurship program in conjunction with local school districts, provincial learning institutions, and Community Futures.	<ul style="list-style-type: none"> Smoky Lake Tourism Initiative COVID19 Response to Businesses Youth engagement through Chamber Intern project Social Media promotion of relevant webinars Connect for Food initiative 	<ul style="list-style-type: none"> Tourism Corporation and Strategy execution Career Fair for Regional Schools Attract conferences to Region Connect for Food events and strategy

ACTION LIST:

June 29, 2022 Regional Community Development Committee (RCDC) Meeting

 Smoky Lake Regional Community Development Committee Strategic Plan			
2021			
Report Card			
GOALS	Our Commitments	Our Achievements	Going Forward
3. Promote the Region.	3.1 Develop an integrated marketing plan to attract visitors, businesses and residents to the Region. 3.6 Continue collaboration on tourism initiatives with Kalyna Country, Alberta's Lakeland Tourism, Northeast Alberta Information HUB Ltd., Alberta's Iron Horse Trail, Metis Crossing, and Smoky Lake & District Chamber of Commerce. 3.10 Encourage the development of outdoor recreation and adventure tourism products within the Region.	<ul style="list-style-type: none"> • Updates to NE HUB content • Tourism collaboration with St. Paul and Elk Point • Smoky Lake Tourism Initiative 	<ul style="list-style-type: none"> • Tourism investments • Technology solutions to promotion challenges • Data analysis
4. Attract New Residents to the Region.		<ul style="list-style-type: none"> • Fielding real estate inquiries for all municipalities • Connecting potential residents to business opportunities 	<ul style="list-style-type: none"> • Housing project • Data analysis • Electric Vehicle Chargers
5. Maintain the Region's Quality of Life.		<ul style="list-style-type: none"> • Ukrainian Twinning Project • Smoky Lake Tourism Initiative • COVID19 response 	<ul style="list-style-type: none"> • Electric Vehicle Chargers • Technological solutions for need to know information • Broadband Strategy
6. Protect the Region's Natural & Historic Assets.	6.4 Support the development of tourism products to improve awareness and visitation of the Region's cultural and historic assets.	<ul style="list-style-type: none"> • Smoky Lake Tourism Initiative • Heritage Designations 	<ul style="list-style-type: none"> • Itinerary development • Engagement with Kalyna Country • Tourism strategy execution

ACTION LIST:

June 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
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Schedule "D"

The RCDC Report Card highlights several, but not all, initiatives under each goal area of the Strategic Plan. For more details on RCDC or specific initiatives please contact the RCDC Community Economic Development Officer (CEDO)

Smoky Lake Regional Community Development Committee																	Annual Score				
Strategic Plan 2007-2027																					
GOALS	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
1. Improve the Region's Economic Development Capacity.	1	2	4	1	4	1	2	6	5	4	3	16	13	6	29						
2. Diversify the Region's Economy.	0	0	2	1	4	2	3	4	2	2	4	8	8	7	8						
3. Promote the Region.	0	1	2	0	4	0	2	7	3	3	4	7	11	8	6						
4. Attract New Residents to the Region.	0	0	0	0	0	0	0	1	0	1	0	1	1	1	0						
5. Maintain the Region's Quality of Life.	0	0	2	1	3	0	5	2	1	1	6	8	2	1	0						
6. Protect the Region's Natural & Historic Assets	0	0	0	0	1	0	0	0	0	1	0	1	2	0	0						
TOTAL SCORE	1	3	10	3	16	3	12	20	11	12	17	41	37	23	43						

(Motions per Objective)

ACTION LIST:

June 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
74-22	That the Regional Community Development Committee recommend each respective member municipality and Smoky Lake Region incorporate the “Schedule D” 2021 Report Card into their websites.	CEDO RCDC	CEDO emailed “Schedule D” 2021 Report Card to members for inclusion on their websites and added the document to the Smoky Lake Region website July 18, 2022.	1.4
77-22	That the Regional Community Development Committee continue to develop the 2022+ community economic development priorities to define RCDC’s identity, assess priority performance measures and incorporate the brainstorming information from the June 29, 2022 meeting, and include Waskatenau in the next session at the meeting schedule for July 26, 2022.	CEDO	July 26, 2022, Meeting packages include Regional information and brainstorming document.	1.4
79-22	That the Regional Community Development Committee request the Managing Partner, Smoky Lake County, to provide additional information on the meeting recommendation in Motion 78-22.	Managing Partner	For information: RCDC Motion 78-22 June 29, 2022: That the Regional Community Development Committee defer the Managing Partner’s recommendation to schedule a meeting with RCDC and Legal Advisors on defining Roles and Responsibilities.	
82-22	That the next Regional Community Development Committee (RCDC) Meeting will be held in person at County Council Chambers on July 26, 2022, 10:00 a.m. for the purpose of defining the 2022 RCDC Strategic Priorities and the meeting will include consulting services as determined by the Community Economic Development Officer to support the discussions, to a maximum of \$2500.00 costs.	CEDO	July 26, 2022 Meeting will include support from CQNS (economic development performance measures) and The Group Solutions (identity definitions) as well as continued discussion on the members’ strategic priorities. Waskatenau attendance to be determined at their July 21, 2022 Council Meeting.	1.4

Partnerships

IN INJURY REDUCTION

Certificate
of
Recognition

This certificate recognizes that

5.3.6.f

SMOKY LAKE COUNTY

In keeping with the principles of *Partnerships* has

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an independent evaluation of their health and safety program.



Alberta Municipal Health and Safety Association
Certifying Partner

Certificate #20211121-8075

WCB Industry Code(s): 95102



Ian Hooper
Government of Alberta

Expiry Date: November 21, 2024



3250 Bloor St. West, Suite 200
Toronto, Ontario
M8X 2Y4 Canada

416-231-5931 1-800-268-3781
F: 416-231-3103
www.united-church.ca

6.1

June 23, 2022.

Smoky Lake County
P.O. Box 310
4612 McDougall Drive
Smoky Lake, AB
TOA 3C0

Attention: Kyle Schole, Planning Technician

Dear Mr. Schole:

**Re: The United Church of Canada Transfer of McDougall Gravesite
Pt. of River Lot 8, Victoria Settlement**

Thank you for your letter dated June 8, 2022.

Please find enclosed the executed Transfer of Land which has been executed under corporate seal. We did not complete the Dower Affidavit as the registered owner is a corporation not an individual.

Sincerely,

Alison L. Jordan

Law Clerk

/alj

Enclosure





VILLAGE OF WASKATENAU

Box 99, Waskatenau, Alberta T0A 3P0

6.2

Phone: (780) 358-2208
Fax: (780) 358-2208
Email: waskvillage@mcsnet.ca
Website: www.waskatenau.ca

May 24, 2022

Smoky Lake County
Box 310
Smoky Lake, Alberta
T0A 3C0



Attention: Mr. Lorne Halisky, Reeve Smoky Lake County

In regards to your letter dated April 19, 2022, please be advised the Village of Waskatenau Council discussed your letter at our May 19, 2022 Council meeting.

The Village of Waskatenau wishes to inquire if the Smoky Lake County is looking for a "Named" partner to assist with the County to pursue future grant funding for Broadband opportunities or are you seeking a partner to help provide and finance new Broadband services in the Smoky Lake region.

The Village of Waskatenau is seeking more information from the Smoky Lake County in regards to what type of partnership you are looking for with respect to providing Broadband services.

We look forward to hearing from you.

Thank you

Bernice Macyk
Chief Administrative Officer
Village of Waskatenau

"Country living at its Best"

Royal Canadian Mounted Police



Commanding Officer
Alberta

Gendarmerie royale du Canada

Commandant
de l'Alberta

June 1, 2022

Reeve Lorne Halisky
Smoky Lake County
PO Box 310
Smoky Lake, AB T0A 3G0

Dear Reeve Halisky:

RE: Rural Municipalities of Alberta (RMA) Conference – Spring 2022


Thank you to you and your team officials for taking the time to meet with me and my Senior Leadership Team at the Spring 2022 RMA Conference. While these meetings are brief, they are very valuable to our team. Not only is it an opportunity to connect with your leadership, these meetings help to ensure our services are meeting the needs of the Albertans you represent.

Your frustration with the inconsistency of the judicial system to hold prolific offenders in custody post arrest was echoed by many other Albertan communities. While the provincial court system operates independently of police, one of the things we can do is to shift our focus towards crime prevention and rehabilitation, directing some well-needed attention to community-based solutions instead. During our meeting, you had inquired specifically about Restorative Justice. The Alberta RCMP supports Restorative Justice programs and we have identified representatives at our detachments to serve this exact function. In conjunction with crime prevention initiatives and the offender management program, our goal is to address local concerns while keeping lower-profile cases out of the provincial court system. We would be open to any ideas you may have that are within our sphere of influence that may alleviate your frustrations.

Collaboration and communication between us are vital to both our relationship with your community and our shared priority of keeping Albertans safe. Your guidance and counsel are important in helping us identify and respond to the concerns of your citizens, contributing to a safer, resilient, and thriving Alberta.

Should any questions or concerns arise before our next meeting, please do not hesitate to contact me at 780-412-5444 or curtis.zablocki@rcmp-grc.gc.ca; or our RMA Liaison Officer, Inspector Ed Moreland at 780-412-5259 or edward.moreland@rcmp-grc.gc.ca.

Yours Truly,


C. M. (Curtis) Zablocki M.O.M
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444

Fax: 780-412-5445

Cc: Chief Superintendent Gary Graham, District Officer, Eastern Alberta District, Alberta Royal Canadian Mounted Police

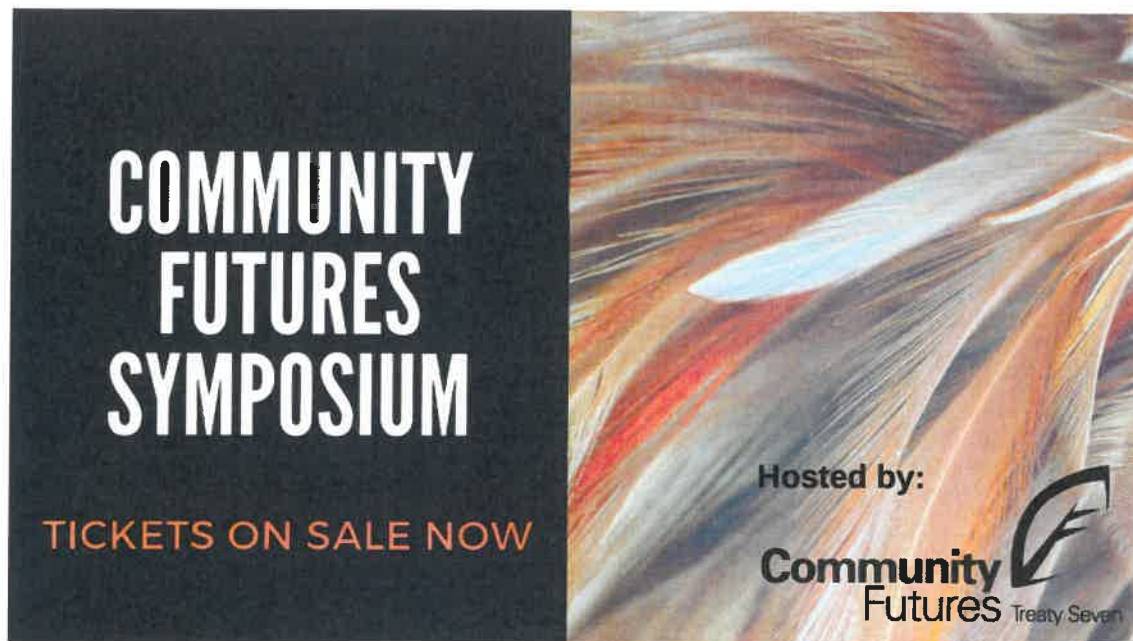
From: Community Futures Alberta <mstorey@albertacf.com>

6.4

Sent: July 15, 2022 9:59 AM

To: penny.fox@cfspsl.ca

Subject: Tickets On Sale Now - Community Futures Symposium 2022



Community Futures Annual Event

Please Join Us

COMMUNITY FUTURES SYMPOSIUM

September 27 - 29, 2022

Grey Eagle Resort & Casino

3777 Grey Eagle Drive

Calgary, Alberta

[Travel Directions](#)

+

Community Futures Network of Alberta - Annual General Meeting

September 29, 2022 - Grey Eagle Resort & Casino

Be a part of the excitement as we celebrate the successes of our Community Futures program in Alberta, while honouring the Indigenous Culture and History that has helped build this incredible province.

Join our hosts at Community Futures Treaty Seven, as we learn together, share wisdom and reconnect during this annual event.

Flexible ticket options available

BUY TICKETS

CF SYMPOSIUM 2022

Event Highlights September 27-29:

- What's Next? How to Empower Entrepreneurs through Continuous Change
- Designing High-Performing Boards in Complex Organizations
- Understanding the True Meaning of Land Acknowledgments
- Spirit, Language and the Power to Move Forward by CF Treaty Seven
- Indigenous Economics: the 94 Calls to Action
- CF Partners' Lounge and Reception
- Business Analyst Networking and Knowledge Exchange
- Chairs', Managers', Regional and PrairiesCan Meetings
- Gala Awards Dinner featuring the Hypnotizing Kiitokii

Indigenous Market, History & Culture Demonstrations

- Reception and Indoor Market
- Tsuut'ina Tipi Pitch Demonstration & History
- Backrest Creation Demonstration
- Traditional Food Preparation
- Nature Walk & Traditional Herbs

[VIEW EVENT AGENDA](#)



EVENT ACCOMMODATION

Grey Eagle Resort & Casino

Backing onto panoramic views of the Tsuut'ina Nation, the resort hotel is

located on the doorstep of the Canadian Rocky Mountains.

Event hotel room pricing: from \$164 per night + tax

Online booking link coming soon

**Room pricing available via online booking only*

VISIT EVENT WEBPAGE

Questions? Event Contact: mstorey@albertacf.com

Land Acknowledgment

In the spirit of our efforts to promote reconciliation, we acknowledge the traditional territories and oral practices of the Blackfoot (Siksika, Piikani, and Kainai), the TsuuT'ina (Sarcee), the Stoney Nakoda First Nations, the Metis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.





**St. Peter & Paul Russo – Greek Orthodox Church
Dickie Bush
Box 824, Smoky Lake
AB. T0A 3C0**

Re; Gravel for Church Yard

Dear Linda,

As per our recent conversation about the County providing gravel in our church yard, we could use a load or two of gravel between the entre road and the cemetery. We have had a problem at a funeral this Spring driving up to the cemetery. I have marked the start and end points along the road that measures about 80 paces (240 feet) long.

In case you need our land location we are at 58444 RR 152.

Thankyou for your attention to our church.

Robert Shapka

Treasurer

403 816 6111



ALBERTA
TRANSPORTATION

Office of the Minister

6.8



July 14, 2022

AR 90217

Reeve Lorne Halisky
Reeve
Smoky Lake County
PO Box 310
Smokey Lake, AB T0A 3C0
lhalisky@smokylakecounty.ab.ca

Dear Reeve Halisky:

I am writing as a follow-up to the former Minister of Transportation's letter of May 12, 2022 approving Strategic Transportation Infrastructure Program funding for your project(s).

I wish to advise that you may now publicly communicate the news of this funding approval.

Thank you for your patience in this matter and best of luck with your project.

Sincerely,

Prasad Panda
Minister of Transportation

cc: Mr. Glenn van Dijken, MLA, Athasbasca-Barrhead-Westlock
Mr. Michael Botros, Regional Director, North Central Region

ILWG

Intensive Livestock Working Group

BUILDING PUBLIC TRUST IN THE CONFINED FEEDING INDUSTRY

This project's prime outcome is "a CFO industry that contributes to the growth, efficiency and sustainability of agricultural production in Alberta in part by facilitating respectful relationships and operating with the concurrence of the community in which it is located".

The Intensive Livestock Working Group (ILWG) identified an erosion of public trust in the confined feeding (CFO) industry and recognized the potential impact that it could have on current and future operations in Alberta. To address this issue, the ILWG developed a three-phase project plan in which the industry would take a transparent and collaborative approach to connect with stakeholders and build a shared path forward. MNP was engaged to complete the first 2 phases of the project, and we are currently finalizing the work plan for the third and final phase.

PHASE I: IDENTIFYING THE CRITICAL ISSUES (Complete)

The objective in Phase I of the project was to identify critical issues facing CFOs. Through jurisdictional research, and stakeholder engagement that included an online survey and numerous interviews, various stakeholder groups were engaged. These key findings were used to identify the critical issues facing CFOs which were determined to be focused on Road Use, Land Use, Regulation and Taxation. In this phase we also outlined initial actions to be considered by the ILWG that would work to resolve concerns.

PHASE II: DEVELOPING ENGAGEMENT/ADVOCACY STRATEGIES (Complete)

Moving forward by utilizing the work completed in Phase I, the objective of Phase II was to outline a strategic approach to achieving stakeholder collaboration. Phase II focused on designing a process with input and support from various key stakeholders to deal with critical issues facing CFOs at a local level rather than identifying specific solutions to any of the critical issues. Task forces consisting of representatives of the ILWG, producers and Rural Municipalities of Alberta were struck and engaged with a cross section of municipalities across the province. The outcome of Phase II is a comprehensive, customizable local engagement process that can proactively rebuild stakeholder trust and cooperation with the CFO industry.

PHASE III: IMPLEMENTATION OF COLLABORATIVE ENGAGEMENT/ADVOCACY STRATEGIES (Planning 90% complete)

Building off the knowledge gained and tools produced in the first two phases of the Building Public Trust Project, the third phase will serve as a test for collaborative engagement/advocacy strategies. The ILWG will work to finalize a comprehensive work plan and schedule that will allow for the tailoring of the strategies to a specific community and employ a 'boots on the ground' approach to community engagement.

It was clearly recognized and validated in Phase II of the project that issues vary from community to community based on a number of factors including CFO density, existing and historical relationships, infrastructure considerations and the level of industry recognition and motivation to address critical issues. It was also identified that common themes of preferred engagement do exist across the province, which should facilitate the effective utilization of the processes developed in Phase II.

PHASE III – OVERVIEW

Identify appropriate municipalities (two) in Alberta based on existing critical issues and their potential for new or arising issues. Input on the identification of municipalities will come from industry, Rural Municipalities Alberta, local producers, existing research/analysis and other relevant stakeholders.

Identification and development of local engagement/advocacy teams consisting of local producers from a variety of CFO operations (dairy, pork, chickens, egg farmers, etc). The teams(s) will be trained in basic collaborative engagement approaches and best practices utilizing the resources developed in Phases I & II.

Identification of issues and opportunities of focus municipalities. Opportunities will be identified to ensure the engagement/advocacy team is best prepared to take action in a collaborative and positive manner.

Development of a comprehensive stakeholder engagement and communication plan to track, manage and work closely with stakeholders as appropriate. This will demonstrate the willingness of industry to promote awareness, best practices and a spirit of collaboration to find solutions and resolve issues.

Key stakeholders will include but are not limited to: rural residents and neighbours, elected municipal officials, municipal administration, elected provincial representatives, provincial government departments, local producers, crop sector organizations, the NRCB and other industry association as appropriate.

The committee will engage in various communication initiatives as deemed appropriate to the circumstances and use the experience as a measuring stick and validation of the existing collaborative advocacy strategies, as well as a determination of what adjustments need to be made to ensure future success.

Success will be measured by the amount and type of engagement, stakeholder response as well as indications of changes in public perceptions of the industry.

The outcome of the project will be a reflection and record of the experiences, lessons learned and a plan on how the developed strategies can be utilized by industry and local producers across the province, introspective of local issues and local stakeholders.

The goal is a sustainable, productive and efficient CFO industry across the Alberta that provides high quality food and exports, safe jobs and demonstrates that Alberta continues to be a leader in the agriculture industry.

Redwater – Smoky Lake Victim Services Unit

Box 399, Redwater, Alberta T0A 2W0 780-942-3704 (Redwater Office) 780-656-1323 (Smoky Lake Office)

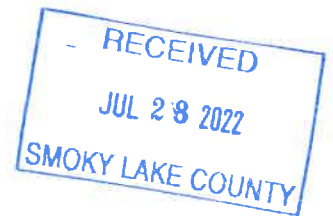
July 15, 2022

The **Redwater-Smoky Lake Victim Services Unit** will be hosting their **Annual Charity Golf Tournament with two (2) Hole-In-One Prizes on Sunday, August 28, 2022** at the **Smoky Lake Town & Country Golf Course**. **Registration is 0800hrs to 0900hrs. (Breakfast available) Texas Scramble Tee off at 0915hrs at designated holes.**

Our charity golf tournament requires sponsors, monetary donations and participants to make this event a success.

We are asking for your support in any of the following ways:

1. Sponsor a hole for \$200.00
2. Make a cash donation
3. Enter a team of four golfers (\$400.00)



The entry fee for the tournament is \$100.00/golfer which includes: 18 holes of golf, a steak dinner, a registration tee prize and a fun time. Should you wish to book a cart or a RV Stall, please call the Smoky Lake Golf Course at 780-656-2121.

If you would like to sponsor a hole, make a monetary donation or participate in this worthwhile event, please contact 780-656-1323 (Smoky Lake Office) or email: delores.cherwoniak@rcmp-grc.gc.ca by Monday, August 21, 2022 @ 1200hrs.

Thanking you in advance! Your continued support is greatly appreciated!



Kyle Schole

From: AEP Wetland Replacement <AEP.WetlandReplacement@gov.ab.ca>
Sent: July 29, 2022 1:36 PM
To: Kyle Schole
Cc: AEP Wetland Replacement
Subject: MOU Notice and application process update
Attachments: WRP_Notice Memorandum_SmokyLakeCounty.pdf

Hello Kyle,

Please find attached a Notice identifying three revisions for the MOU. Revisions have been made to reflect an updated cost estimate for letters of intent and to correct a typo in Section 3.1 and 3.2 of the Proposal Submission Requirements.

We also wanted to inform you that we have received approval from the Regulatory Assurance Division to create a streamlined application process for Wetland Replacement Projects that require an approval under the *Water Act*. Under this approval expedited process, the WRP will undertake an extra review of the Wetland Replacement Project and undertake any additional referrals required to ensure timely processing of the *Water Act* application. In the event that you do have a Wetland Replacement Project that will require an approval, the Wetland Replacement Program will work with you to ensure the expedited process is followed.

Should you have any questions or concerns regarding the attached Notice, or the expedited review process, please feel free to reach out to me.

Thank you,
Amanda

Amanda Cooper, B.Sc, P. Biol, AIT (she/her)
Team Lead, Alberta Environment and Parks
Wetlands Unit, Government of Alberta
Tel 780-427-9216
amanda.cooper@gov.ab.ca



Classification: Protected A

Notice

July 15, 2022

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

Dear Mr. Schole:

Subject: UPDATE TO WETLAND REPLACEMENT PROGRAM MONITORING TIMELINES

Upon review of the Memorandum of Understanding, we have noted two sections that require modifications and/or clarifications.

The Memorandum of Understanding is amended as follows:

Revise section 4.1 (b) of the Memorandum of Understanding to read as follows:

“estimate of combined costs for anticipated Wetland Replacement Projects (eg. under \$100,000; \$100K - \$299K; \$300K - \$499K; \$500K - \$799K; \$800K - \$1M; \$1 - 2M; or \$2 - 3M), if known”

Revise section 3.1 of the Proposal Submission Requirements to read as follows:

“If a Structure is proposed as part of the Wetland Replacement Project, the Project Proponent shall conduct an annual visual inspection by August 31st for each year of the Monitoring and Maintenance Phase...”

Revise section 3.2 of the Proposal Submission Requirements to read as follows:

“All annual monitoring and Performance Requirements shall be completed by August 31st for each year of the Monitoring and Maintenance Phase...”

Please do not hesitate to reach out to the Wetland Replacement Program at aep.wetlandreplacement@gov.ab.ca should you have any questions or concerns about the amendment.

Yours truly,



Angela Burkinshaw
Director, Grants and Program Delivery

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From: Barbara Fulks I. <Barbara.Fulks@albertahealthservices.ca>
Sent: July 21, 2022 3:20 PM
To: Gene Sobolewski <cao@smokylakecounty.ab.ca>
Cc: Lisa Sparks <Lisa.Sparks@albertahealthservices.ca>
Subject: Donation Request Letter - Smoky Lake Healthcare Centre

Hi Gene:

As discussed this morning, please see attached donation request letter.

Thank you;

Barb Fulks
Admin IV
Smoky Lake Healthcare Centre
Ph: (780) 656-3034 ext 5019
Email: barbara.fulks@albertahealthservices.ca

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.

Food

COVID-19 is not a foodborne illness. However, the concern is that healthcare workers eating/drinking and not be able to maintain continuous masking, physical distancing, and hand hygiene.

Sharing food and/or beverages is considered high risk. Sharing food and/or beverages is discouraged at this time.

In addition, consuming food in patient care areas increases risk to healthcare workers. **Tips: Eating and Drinking at Work, Personal Clothing, Cleaning Devices and**

Therefore:

1. Staff shall not share food or beverages.
2. AHS management shall not arrange or support group food events (e.g., group lunches). See Physical Distancing Poster in all staff break lounge or eating areas.

Food for Personal Consumption

- AHS staff may bring food from home or other external sources (e.g., personal consumption).
- AHS staff may have external food delivered (e.g., personal size pizza) for personal consumption. These are for a single individual to consume; external food.
- Staff need to determine how to safely obtain the food from the delivery service in accordance with current site visitor restrictions.
- With respect to break rooms and common areas where food and beverages are consumed:
 - Each staff member must perform hand hygiene before and after eating or drinking.
 - As masks cannot be worn while eating or drinking, physical distancing must be maintained.
 - Stagger eating times or locations as required to maintain physical distancing.

Food Donations

AHS staff/physicians must not accept donated food for personal consumption in patient care areas. AHS staff/physicians unless all of the following criteria are met:

- Must be individually wrapped or packaged.
 - For the safety of all staff, if any evidence of tampering is visible (e.g., torn wrapping or packaging), do not consume.
- Staff shall not share food or beverages.

JUNE 23, 2022

6:00 PM

6.13

AT THE SMOKY LAKE CURLING RINK

SMOKY LAKE YOUTH COUNCIL

KICKOFF & PIZZA PARTY

YOUTH 12 - 19 YEARS OLD

JOIN THE SMOKY LAKE YOUTH COUNCIL

COUNCIL MEMBERS WILL BE CHOSEN

WITH ELECTIONS FOR THE EXECUTIVE TEAM

**IT'S TIME FOR YOUR VOICES
TO BE HEARD**



Jordan Ruegg

From: Peter Apedaile <apedaile@ualberta.ca>
Sent: June 17, 2022 11:19 AM
To: Jordan Ruegg
Cc: Linda Fenerty
Subject: youth council

Thanks for the conversation, Jordan. I imagine that the Town et al concept may not be as empowering and mentoring as what we talked about.

A chance for the County to up the game by getting on board. This cc'd to Linda as I believe she is supportive of corralling new ideas on offer from our youth to enrich our governance.

Cheers. Peter

Jenna Preston

From: Lydia Cielin
Sent: August 5, 2022 12:10 AM
To: Jenna Preston
Cc: Patti Priest
Subject: FW: Introduction - Referral Coordinator Lakeland Centre for FASD

Agenda - August
Acknowledge receipt
L

From: Mackenzie Hodinsky <MHodinsky@lcfasd.com>
Sent: August 4, 2022 12:53 PM
To: Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Dan Gawalko <dgawalko@smokylakecounty.ab.ca>
Subject: Introduction - Referral Coordinator Lakeland Centre for FASD

Good Morning,

I wanted to send a quick email to formally introduce myself, my name is Mackenzie Hodinsky and I am the new Referral Coordinator for the Lakeland Centre for FASD.

My role at the Centre is to assist future clients, family members, community members and organizations with the referral process for an FASD diagnosis. I am also able to provide prevention conversation, presentations to youth and members of your community on our services and ways we can support them.

If you have any questions regarding our services, please don't hesitate to contact me.

I look forward to hearing from you and working together in the future.

Mackenzie Hodinsky

Referral Coordinator



Work Phone: 780-573-7099

Phone: 780-594-9905



VILLAGE OF WASKATENAU

Box 99, Waskatenau, Alberta T0A 3P0

6.16

Phone: (780) 358-2208
Fax: (780) 358-2208
Email: waskvillage@mcsnet.ca
Website: www.waskatenau.ca

August 4, 2022

Smoky Lake County
Box 310
Smoky Lake, Alberta
T0A 3C0

Attention: Gene Sobolewski

Please be advised the Village of Waskatenau Council requests an in-person meeting with the Smoky Lake County Council to discuss the Village of Waskatenau and Smoky Lake County Inter-municipal Development Plan in relation to Section 4.3 Annexation and Section 4.4 Cost/Revenue Sharing Schemes as well as to explore opportunities in regards to the existing Inter-municipal Development Plan between the two municipalities.

The Village of Waskatenau proposes the dates of September 1, 2022 or September 2, 2022 for the meeting. Please contact our office to confirm a date and time of the meeting.

Thank you and we look forward to discussions with the Smoky Lake County.

Richard Warren
Richard Warren, Mayor
Village of Waskatenau

"Country living at its Best"



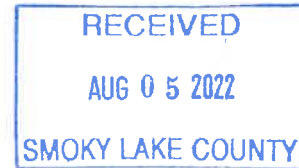
SMOKY LAKE
pumpkin fair
GREAT WHITE-NORTH PUMPKIN FAIR WEIGH-OFF

6.17

SMOKY LAKE
PUMPKIN GROWERS ASSOCIATION
Box 268, Smoky Lake AB T0A 3C0

August 2, 2022

Smoky Lake County
Box 310
Smoky Lake, Alberta
T0A 3C0



The Smoky Lake Pumpkin Growers Association would like to take this opportunity to let you know about some upcoming sponsorship opportunities for Smoky Lake's Annual Pumpkin Fair and Weigh off.

Smoky Lake is the official Weigh Off Site in Alberta. Each year we hope to have the world's largest pumpkin weighed in at Smoky Lake. Our current site record is (854.57 kgs). There are many activities planned in conjunction with our Fair as several thousand people visit our community to experience this one-day event.

This year we will be offering a program book for the fair. There are multiple sponsorship options for this book, and we hope that you may be interested. We have done our best to keep costs associated with the book low so that businesses can offer a coupon or discount in the book in order to drive business to them as well. We are also interested in obtaining sponsorship for our weigh-off. As a Sponsor your name will be listed in our Advertising. Please see the next page for all sponsorship options.

Confirmation of your support for the 2022 event would be appreciated by August 24, 2022, by emailing smokylakepumpkingrowers@gmail.com or contact Katilynn Makowichuk at 780-521-1416.

Please make cheque payable to:

Smoky Lake Pumpkin Growers Association
P.O Box 268, Smoky Lake, Alberta, T0A 3C0

Thank you in advance for your support of the Smoky Lake Pumpkin Fair and Weigh-off.

Sincerely,

SMOKY LAKE PUMPKIN GROWERS ASSOCIATION



2022 Pumpkin Fair Sponsorship Options

Please Return by August 24 2022

Business Name _____

Business Contact _____ Phone _____

Email: _____

Business Billing Address: _____

Program Book Options:

- Bronze Sponsor Business Card Full Colour Ad _____ \$100.00
- Silver Sponsor 1/4 Page Full Colour Ad _____ \$200.00
- Gold Sponsor 1/2 Page Full Colour Ad _____ \$400.00
- Platinum Sponsor Full Page Colour Ad _____ \$1000.00

Would you be willing to offer a coupon or a discount to your business?

if so we will subtract 25% from your sponsorship total!

COUPON/DISCOUNT PRICING

- Bronze Sponsor Business Card Full Colour Ad _____ \$75.00
- Silver Sponsor 1/4 Page Full Colour Ad _____ \$150.00
- Gold Sponsor 1/2 Page Full Colour Ad _____ \$300.00
- Platinum Sponsor Full Page Colour Ad _____ \$750.00

2022 Weigh Off Prizes

Heaviest Pumpkin

- 1st Place \$1,400
- 2nd Place\$800
- 3rd Place\$400

Heaviest Squash

- 1st Place \$
- 2nd Place\$
- 3rd Place\$

Heaviest Watermelon

- 1st Place \$
- 2nd Place\$
- 3rd Place\$

Longest Gourd

- 1st Place \$300
- 2nd Place\$200
- 3rd Place\$100

Field Pumpkin

- 1st Place \$300
- 2nd Place\$200
- 3rd Place\$100

General Event Sponsor..... \$_____

Business can donate any amount they wish
(name will be advertised at the weigh-off and in the program book)

Invoice will be sent to the email provided above.
For program book please email logo/design or ad to:
smokylakepumpkingrowers@gmail.com

If you have any questions regarding your artwork or program book layout, please feel free to contact Pumpkin Growers Vice President Katilynn Makowichuk at 780.521.1416 or smokylakepumpkingrowers@gmail.com

Thank You for Your Support!

From: Lydia Cielin
Sent: August 11, 2022 10:45 AM
To: Jenna Preston
Cc: Patti Priest
Subject: FW: Nominations for the Queen Elizabeth II's Platinum Jubilee Medal (Alberta)
Attachments: image002.wmz

Agenda:

6

Recommendation: Advertise for Self-nominations.

From: Susan Valentine <susan@rmaalberta.com>
Sent: August-11-22 8:41 AM
To: Susan Valentine <susan@rmaalberta.com>
Subject: Nominations for the Queen Elizabeth II's Platinum Jubilee Medal (Alberta)



August 11, 2022

Mayors, Reeves, Councillors, CAOs:

A new commemorative medal, the *Queen Elizabeth II's Platinum Jubilee Medal* (Alberta) has been created to mark the 70th anniversary of Her Majesty Queen Elizabeth II's accession to the Throne as Queen of Canada. The Province of Alberta is taking this opportunity to recognize the outstanding service of many Albertans who, like the Queen, have dedicated themselves to the service of family, community and country. This Jubilee year of the Queen will see 7,000 medals awarded to worthy recipients.

See [Queen Elizabeth II's Platinum Jubilee Medal \(Alberta\) program](#) for details.

The RMA has been asked to partner with the province to acknowledge worthy Albertans and award 155 of these medals. As such we are partnering with you, our members, to submit nominations of which we will review and submit to the province and if the nominations are accepted, have you award these medals to your residents potentially in your council chambers or whatever local event makes sense to you.

We are therefore asking for nominations to receive this prestigious award. Recipients must meet the following criteria:

- Is a Canadian citizen or is a permanent resident with a tangible link to Alberta;
- Was alive on February 6, 2022; and
- Has made a significant contribution to Alberta, your municipality, region, community or field.

Focus areas:

- The awarding of the medal should focus on the achievements of persons who have helped to build the Alberta of today;
- Through their achievements and sustained contribution, the candidates have distinguished themselves from others volunteering/employed in the same field;
- Recipients should be highly respected individuals within their community. The medal recipient's names will be part of the public record;
- The medal is to be awarded to individuals only, not to groups or couples;
- Self-nominations are not permitted;
- Care should be taken to avoid any perception of conflict of interest;
- Nominators should not submit the names of their spouse, partner, family members, political associates or close friends.

Be aware that all mayors and reeves in Alberta will be given a medal from the Government of Alberta later in the year and therefore cannot be nominated. Similarly MLAs, Indigenous leaders, as well as members of the Alberta Order of Excellence are designated recipients of the medal and also can not be nominated by municipalities.

To nominate individuals from your municipality, we require this online form to be completed:

<https://rmalberta.com/about/awards-recognition/queen-elizabeth-ii-platinum-jubilee-medal/>

We will be taking nominations immediately with the plans that nominations will be reviewed and awarded monthly. As we were only provided 155 of the medal allotment it will be first come, first serve, until all the medals are distributed. As there will be many groups involved in assisting the province in distributing the full medal count, please submit nominations sooner versus later if you wish to be the one acknowledging a particular citizen. Recipients can only receive one medal so the first one to award someone trumps all others that nominate the same individual. Final deadline for nominations is November 1, 2022.

Nomination questions can be directed to:

RMA
Susan Valentine
susan@RMAlberta.com
2510 Sparrow Drive. Nisku, AB. T9E8N5
t. 780-955-4076

We look forward to receiving your nominations for outstanding contributors from your municipality and will contact you as soon as your nominee has been accepted by the Province.

Sincerely,



Paul McLaughlin
President

p.s. The Platinum Jubilee Medal (Alberta) is separate from the Platinum Jubilee Pin (Canada) that Members of Parliament are distributing. Each member of parliament has been provided 70 of these pins to distribute to constituents.

Susan Valentine

Executive Administration Coordinator

Jenna Preston

From: Lydia Cielin
Sent: August 11, 2022 2:14 PM
To: Jenna Preston; Patti Priest
Subject: Fwd: LICA Board of Directors Appointment Inquiry
Attachments: Policy 1.3 - Responsibilities of the Board of Directors_Code of Ethics.pdf

Agenda

Get [Outlook for Android](#)

From: Vicky Krawchuk <executivedirector@lica.ca>
Sent: Thursday, August 11, 2022 2:10:47 PM
To: cao@smokylakecounty.ab.ca <cao@smokylakecounty.ab.ca>
Cc: Lydia Cielin <lcielin@smokylakecounty.ab.ca>
Subject: LICA Board of Directors Appointment Inquiry

Good Afternoon,

I wanted to touch base with you today to inquire if Smoky Lake County has an interest in sitting on LICA's Board of Directors. On our Board, there are four municipal member seats and we strive to ensure all municipalities are heard and actively participating. I have attached *Policy 1.3 – Responsibilities of the Board of Directors and Code of Ethics* for your reference.

Please let me know by September 9th, if possible, if your municipality would like to appoint a representative to our Board.

LICA's Annual General Meeting will be on October 6th at The Lodge Metis Crossing by Smoky Lake. We would love to see all of our members there!

I look forward to hearing from you!

Yours in environmental stewardship,

Vicky Krawchuk

Executive Director, LICA - Environmental Stewards
 Box 8237, 5107W - 50 Street
 Bonnyville, AB T9N 2J5
 (t) 780.812.2182 (f) 780.812.2186



Please consider the environment
 before printing this email.

1.3 RESPONSIBILITIES OF THE BOARD OF DIRECTORS

INTENT:

The Board's role is to provide direction and leadership. The Board recognizes its Governance role as policy focused. Policy implementation and administrative detail will be carried out by LICA employees and committees.

The Board will ensure that the talents and energies of the membership are enlisted in appropriate committees and that the role and authority of the committees are clearly set out.

The Directors participate in making Board decisions which lead toward desired outcomes. LICA is not politically motivated nor associated with any political organizations.

1.3.1 DIRECTIVES:

The Board is responsible for:

- 1.3.1.1 Establishing LICA's Vision, Mission, and Values.
- 1.3.1.2 Setting strategic direction and targets annually through Strategic Planning.
- 1.3.1.3 Approving the strategic budget.
- 1.3.1.4 Overseeing budgeting and funding.
- 1.3.1.5 Providing direction through the development of Bylaws and policies.
- 1.3.1.6 Establishing committees based on organizational need.
- 1.3.1.7 Creating and confirming LICA's identity in the community through stakeholder engagement.
- 1.3.1.8 Hiring, monitoring, and evaluating employees/contractors reporting to the Board.

1.3.2 IMPLEMENTATION:

- 1.3.2.1 Members of the Board will sign a copy of LICA's Code of Ethics within 30 days of the Annual General Meeting; any variance from this requirement is subject to Board approval. (See Appendix A).
- 1.3.2.2 Board self-governance is established by policies to ensure that the Board and its committees are accountable and responsible for their actions.
- 1.3.2.3 Operational Governance is established through finance, personnel, and stakeholder engagement policies.

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018; December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022 February 24, 2022

Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

- 1.3.2.4** Board orientation will be conducted within one month of each Annual General Meeting and the election of the new Board of Directors and may include committee members. Ongoing training on relevant topics shall be made available to Board and committee members as deemed necessary by the Board.

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018;
December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022
February 24, 2022

Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

APPENDIX A**LICA Board Member - Code of Ethics (Conduct)**

Covenant Statement: "I agree to act in a manner that is in the best interests of LICA and in accordance with the principles upon which LICA was founded."

The LICA Board exists to create, promote, and monitor a structure based on LICA's Vision, Mission, and Values Statements. To this end, LICA Directors will be committed to the following principles:

1. Responsibility to the Office: Board Directors will honor the high responsibility which this membership demands by:
 - 1.1 Conducting Board business in a positive manner, respecting others' positions, and opinions, and where there is disagreement, disagreeing with issues, not with people.
 - 1.2 Understanding that LICA is a policy governing board, responsible for setting the policies which direct the organization, and using committees and an Executive Director to implement those policies.
 - 1.3 Respecting the established structure of LICA.
 - 1.4 Distinguishing between personal views and those of the Board; respecting the position and decisions of the Board even if different from their own.
 - 1.5 Taking responsibility for personal development by becoming well-informed concerning the duties of a Board director, and by making it their business to understand the issues LICA deals with.
 - 1.6 Attending regular Board meetings and actively participating in discussion and decisions.

2. Responsibility to the Community: Board Directors will honor the commitment of LICA to every individual and organization in its area by:
 - 2.1 Working to represent the perspective of the entire community, to the benefit of all.
 - 2.2 Attempting to fairly appraise all issues presented to the Board of Directors.
 - 2.3 Recognizing LICA's apolitical nature.

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018; December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022 February 24, 2022

Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

- 2.4 Keeping confidential any personal information learned as result of their involvement with LICA.
 - 2.5 Refusing to use their position on the Board for personal benefit or gain.
3. Responsibility to the Board: Board Directors will honor other members of the Board by:
- 3.1 Recognizing that LICA's authority rests with the Board, and that individual Directors are not authorized to speak on behalf of the Board (e.g. to the media, a landowner, or a company) unless designated to do so by the Board.
 - 3.2 Understanding that, nevertheless, as LICA Directors, whatever they say about LICA will be deemed to be setting forth LICA's position. Thus, they must always speak with the voice of the Board. The time for debate is before the vote, not after.
 - 3.3 Recognizing and respecting the integrity of past and current members of the Board and the merit of their work.
 - 3.4 Coming to Board meetings prepared to discuss and collectively decide on Board decisions, ensuring that all relevant facts are known.

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018; December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022 February 24, 2022

NAME
Non-Government Director

NAME
Agriculture Director

NAME
Forestry/Trapping

NAME
Community Director

NAME
Community Director

NAME
Cold Lake First Nations

NAME
Zone II Regional Council

NAME
Industry Rep

NAME
Industry Rep

NAME
Industry Rep

NAME
Alberta Agriculture

NAME
Alberta Health

NAME
Alberta Energy Regulator

NAME
AEP

NAME
Town of Bonnyville

NAME
City of Cold Lake

NAME
County of Lac La Biche

NAME
MD of Bonnyville

Review Dates: August 25th, 2004; Sep 2006; May 2009; Feb 3, 2011; Sept 5, 2013; June 12, 2017, February 26, 2018;
December 8, 2021; February 1, 2022

Approval Dates: November 29, 2001; Sep 27, 2006; Feb 3, 2011; Sept 5, 2013; September 7, 2017, April 12, 2018; January 27, 2022
February 24, 2022

Self-Governance: Policy 1.3 - Responsibilities of the Board Of Directors

PROCLAMATION

ALBERTA DEVELOPMENT OFFICERS WEEK

September 18th to September 24th

WHEREAS, A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of Development Authority by the municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.

WHEREAS the Alberta Development Officers Association, representing professional Development Officers in Alberta, endorses Alberta Development Officers Week to recognize sound development and planning practices and the contribution made by Development Officers to the quality of development within our communities and environment; and,

WHEREAS Alberta Development Officers Week helps us to publicly recognize the work of our municipal colleagues in planning and development for the improvement of the Smoky Lake County and,

WHEREAS we recognize Development Officers and their commitment to public service; and,

NOW, THEREFORE, I, Lorne Halisky, Reeve of Smoky Lake County, do hereby proclaim the week of September 18th to September 24th, to be designated as Alberta Development Officers Week in the Smoky Lake County

Proclaimed this ___ day of _____, 2022

SEAL

Reeve

Monthly Release of Information



JULY 2022							Release for Information #
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
					1	2	
3	4	5 R48-22	6	7	8	9	<u>June 2022</u> June 17, 2022 – R42-22: UCC Alberta – E-Bulletin: June 16, 2022. F June 21, 2022 – R43-22: RMA: Contact Newsletter: June 17, 2022. F June 21, 2022 – R44-22: Athabasca Barrhead Westlock Constituency Association Leadership Forum-July 22, 2022. F June 23, 2022 – R45-22: Alberta Bilingual Municipalities Association Agenda. F June 27, 2022 – R46-22: RMA: Contact Newsletter: June 24, 2022. F June 29, 2022 – R47-22: The Gathering Place Coop – Re: Invitation to come to their restaurant and market. F
10	11	12	13	14	15	16	
17	18	19 R49-22 R50-22	20	21 R50-22	22	23	
24	25	26	27	28	29	30	
31							<u>R48-22</u> : Honourable Steven Guilbeault, P.C., M.P., dated June 29, 2022 – Re: Approval of nomination for the North Saskatchewan River (Alberta) to the Canadian Heritage Rivers System. F <u>R49-22</u> : RMA: Contact Newsletter. July 8, 2022. F <u>R50-22</u> : Peter Tarnawsky, Chief Administrative Officer, Lamont County, dated July 19, 2022- Re: Golf Tournament to Support Ukrainian Refugees. F <u>R51-22</u> : Tina Warawa, Office of MP Shannon Stubbs, Lakeland, dated July 20, 2022 – Re: Queens Jubilee Pins – assistance in handing pins out to those who have made significant community contributions. F

Monthly Release of Information



AUGUST 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
	1	2	3	4	5	6	R52-22: RMA: Contact Newsletter. August 5, 2022. F R53-22: Email- dated August 4, 2022 – Re: New Website on the Future of Provincial Policing. F
7	8	9	10	11 R52-22	12 R53-22	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				