

## SMOKY LAKE COUNTY

**A G E N D A:** County Council Meeting to be held on  
Thursday, **September 22, 2022** at 9:00 A.M.  
Virtual through Zoom Platform

Meeting ID: 819 1318 1593 Passcode: 292912

[https://us02web.zoom.us/j/81913181593?pwd=bXoB7iggL4F-uFrMp\\_uhOiBnWZhB9M.1](https://us02web.zoom.us/j/81913181593?pwd=bXoB7iggL4F-uFrMp_uhOiBnWZhB9M.1)  
And with Council physically present in the County Council Chambers, Smoky Lake.

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### 1. Meeting:

Call to Order

### 2. Agenda:

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

**Moment of Silence for Her Majesty Queen Elizabeth II**

### 3. Minutes:

1. Minutes of July 27, 2022 - **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt

2. Minutes of August 11, 2022 - **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt

3. Minutes of August 23, 2022 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

4. Minutes of August 25, 2022 – **County Council Meeting.** *(To be handed out at meeting)*

Recommendation: Motion to Adopt.

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

- 4.1 Alberta Community Partnership Grant Application (2023 Joint Ortho Photo Initiative). ©
- 4.2 Alberta Community Partnership (ACP) – Grant Applications 2021/2022. ©
- 4.3 **Bylaw No. 1424-22:** Proposed Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP). ©
- 4.4 2022 Tax Sale. ©

**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: August 18, 2022 to September 15, 2022. ©

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

#### 5.1.3 Action List:

- i. County Council Committee of the Whole Meeting for the Purpose of Administration – July 27, 2022. ©
- ii. County Council Committee of the Whole Meeting for the Purpose of Administration – August 11, 2022. ©
- iii. County Council Departmental Meeting – August 23, 2022. ©
- iv. County Council Meeting – August 25, 2022. *(To be handed out at meeting)*

### 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.

## 6. Correspondence:

1. Terry Ekins, dated August 22, 2022 – Re: Intention of leasing land located at 17252 Highway 28. ©

Recommendation: Council's discretion.

2. Michelle Prusko, Smoky Lake Agricultural Society, dated August 29, 2022 – Re: Request for gravel and manpower to spread it. ©

Recommendation: Approve to donate one load of gravel (13 tonnes).

3. Honourable Prasad Panda, Minister of Transportation, Alberta Transportation, dated August 22, 2022 – Re: Reply to letter regarding bridge funding. ©

Recommendation: Acknowledge receipt.

4. Christina L. Tchir, Barrister, Solicitor and Notary Public, Morrow Tchir LLP, dated August 24, 2022 – Re: Purchased property – SW-27-59-17-W4. ©

Recommendation: Acknowledge receipt.

5. Federation of Alberta Gas Co-ops Tentative Fall 2022 Agenda and Zone Meeting Dates. ©

Recommendation: Acknowledge receipt. Who can attend-attend.

6. Heartland Community Information Evening, Hosted by Life in the Heartland - Thursday, October 20<sup>th</sup> at Pembina Place, Redwater. ©  

Recommendation: Who can attend – attend.
7. Sheri Pidhirney, Advisor, Advisory Council relations, Wood Buffalo/Tamarack /Lakeland Communities Health Advisory Council, dated September 8, 2022 – Re: Volunteer Opportunity – Recruiting. ©  

Recommendation: Promote on social media.
8. Ken Large, Director of Public Works and Housing, Saddle Lake Cree Nation, dated August 24, 2022 – Re: Saddle Lake 40 Acre Development and Broadband Project Ground Breaking Ceremony Invitation. ©  

Recommendation: Approve action taken for the following that attended:  
Gene Sobolewski  
Lorne Halisky  
Dan Gawalko  
Linda Fenerty  
Kyle Schole  
Jordan Ruegg
9. Delayna Koch, Receptionist/ Administrative Assistant, Beaver County, dated July 27, 2022 – Re: RMA District 5 Meeting – September 23, 2022 at Red Feather Ridge Lodge. ©  

Recommendation: Approve action taken for those who attended.
10. Memorandum of Understanding (MOU) for Canadian Heritage River Work Planning for North Saskatchewan River between Smoky Lake County and Alberta Environment and Parks. ©  

Recommendation: Acknowledge receipt.
11. Glenda Clarke, Vice-President, Smoky Lake Agricultural Society, dated September 12, 2022 – Re: Funding for 50<sup>th</sup> Anniversary Celebration. ©  

Recommendation: Provide Financial assistance in the amount of \$1200.00. *(This amount was provided to Vilna Ag Society for their 50<sup>th</sup>)*
12. Call to Action to the Government of Alberta, dated September 12, 2022 – Re: Alberta Provincial Police Service (APPS). ©  

Recommendation: Acknowledge receipt.
13. Meeting request from North East Mini-Corr Ltd. ©  

Recommendation: Pick a meeting date.
14. Smoky Lake Pumpkin Growers Association – Re: Request for in-kind Assistance for the Pumpkin Fair. *(Letter to be handed out at meeting)*  

Recommendation: Forward to Parks and Recreation Department the duties received to provide assistance and support for the event.
15. North Saskatchewan Watershed Alliance Invoice for Membership. ©  

Recommendation: Pay membership fee of \$1230.50  
*Note: Became member in 2021 – Invoice amount was \$1230.50*

16. Karen Holowaychuk, Physical Education Teacher, Vilna School, dated September 16, 2022 – Re: Request for assistance with playground tillage. ©

Recommendation: Council's discretion.

**7. Delegation(s):**

1. Jen Plamondon, P. Eng, Project Manager, Associated Engineering Alberta Ltd. @ **10:30 a.m.** – Re: Smoky Lake Bridge Program and Upcoming Recommendations.

**8. Executive Session:**

- 1.

**9. Information Release:**

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

**10. Bills and Accounts:**

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

**12. Adjournment**



**SMOKY LAKE COUNTY**

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration of Wednesday, July 27, 2022 at 1:21 P.M.** held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday, July 27, 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	Absent
Finance Manager	Brenda Adamson	Virtually Present
GIS Operator	Carole Dowhaniuk	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Present in Chambers
Natural Gas Manager	Daniel Moric	Virtually Present
Legislative Clerk	Jenna Preston	Virtually Present

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

**2. Agenda:**

884-22: Gawalko

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, for July 27, 2022, be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

No Request for Decision.

**5. Issues for Information:**

**All-Net Service Tracker Project Update**

The GIS Operator provided Council a user manual for the All-Net Servicer Tracker program as well as a document containing, but not limited to, the following information which were used for Council’s in-service training on the program:

**All-Net Municipal Solutions’  
software application**

for the purpose of tracking, managing, and reporting, on service requests

## Stakeholders

- Council
- Senior Management
- Department Managers

## Project Scope

1. That Smoky Lake County Council approve to implement a pilot project titled:
  - "Service Tracker - (Council – Request for Information)" through the All-Net Municipal Solutions' software application, for the purpose of tracking, managing, and reporting, on service requests from internal sources, for a period of 6 months from July 1, 2022 to January 1, 2023 as to prove the viability of the software.
1. That Smoky Lake County Council schedule time after a departmental meeting or a Committee of the Whole meeting with the GIS Operator to provide detailed training of ALL-Net Service Tracker to Council.
2. The relevant personnel included in the "Requests" email group will *no longer be required* to record the information on a spreadsheet entitled: "Council Requests for Information", as the reports can be generated through the ALL-Net Service Tracker software. Smoky Lake County Council will need to determine if/how they would like to receive the reports.
3. Re-evaluate the process upon completion, January 2023; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information.
4. And if successful, propose the expansion of this project to Public Submissions and Website Integration.

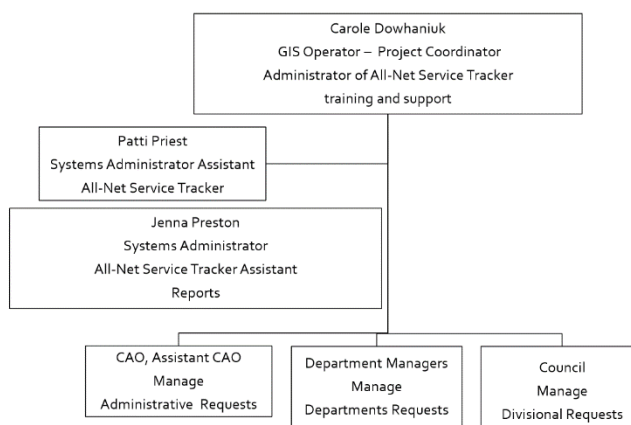
## ▪ Project objectives:

- accept, track, manage and report on every service request
- view and produce quick reports for the activities of your local government by month or year
- immediate access to the latest updates related to every service request
- assurance that all requests being managed by your staff are dealt with in a timely manner
- track highs and lows of department usage and complaints

## Deliverables

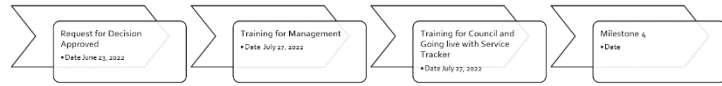
- **Notifications:** Staff are immediately notified of new submissions and receive automated reminders when tasks are due.
- **Document Storage:** You are able to attach any documents to a specific service request for future or immediate reference.
- **Archived Requests:** There will be an archived copy of every request received and acted on in the municipality.
- **Mobile Responsive Access:** gives you the ability to use and access any of the data and features.
- **GIS integration:**
  - Access to your selected GIS Data when pinning the location to the map or entering an address.
  - Integrates the service requests by location into MuniSight for data analysis.

## Project Team Roles and Responsibilities



## Project Schedule Implementation and Milestones

- **April 14, 2022** A demonstration of ALL Net Municipal Solutions – Service tracker was presented by Scott Lamb, Customer Success Lead, MuniSight Ltd to Council at the County Council Committee of the Whole Meeting: Administration Thursday, April 14, 2022.
- **May 16, 2022** a Demo was presented to the management team.
- **June 9, 2022** review and test run for management
- **June 23, 2022** RFD ALL-NET Service Tracker
- July 27, 2022 COW meeting – Training Council All-Net Service Tracker
- July 27, 2022
  
- Jan 2023 Review of All-Net Service Tracker



## Appendix

- Reference supplementary materials and resources

## Success Factors

- Identify elements that are key to the success of the project, such as:
  - Satisfied clients or stakeholders
  - Met project objectives
  - Completed within budget
  - Delivered on time

### 6. **Correspondence:**

No Correspondence.

### 7. **Delegation:**

No Delegation.

### 8. **Executive Session:**

No Executive Session.

## **ADJOURNMENT**

885-22: Fenerty

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting of Wednesday, July 27, 2022, be adjourned, and Council's in-service training for the All-Net Servicer Tracker program commence, time 1:22 p.m.

Carried.

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REEVE

SEAL

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration of Thursday, August 11, 2022 at 10:34 A.M.** held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

			<b>ATTENDANCE</b>
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Aug. 11, 2022</u>	
1	Dan Gawalko	Present in Chambers	
2	Linda Fenerty	Present in Chambers	
3	Dominique Cere	Present in Chambers	
4	Lorne Halisky	Present in Chambers	
5	Jered Serben	Present in Chambers	
CAO	Gene Sobolewski	Present in Chambers	
Assistant CAO	Lydia Cielin	Virtually Present	
Finance Manager	Brenda Adamson	Absent	
Legislative Svcs/R.S.	Patti Priest	Virtually Present	
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present	

\*\*\*\*\*

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

**2. Agenda:**

886-22: Fenerty

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, for August 11, 2022, be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

No Request for Decision.

**5. Issues for Information:**

No Issues for Information.

**6. Correspondence:**

**RMA Rural Municipalities of Alberta – Member Visit Scheduling**

For reference purposes, Council was provided the letter from Paul McLaughlin, President, Rural Municipalities of Alberta (RMA), dated February 16, 2022, in respect to the RMA 2022 Member Visit Schedule, which was brought forward to the May 26, 2022 Council meeting and acknowledged by Council Motion #753-22.

7. **Delegation:**

**RMA 2022 Member Visit**

Present before Council from 10:36 a.m. to 12:28 p.m., was RMA representatives: Gerald Rhodes - Executive Director, Kevin Wirsta - District 5 Director, Paul McLauchlin – President, for the purpose of meeting County Council in-person, as well as to discuss advocacy topics including, but not limited to:

- The collection of unpaid linear taxes.
- Vegetation management along Provincial highways.
- Property taxes on intensive agriculture operations.
- Highway 28 & Highway 857 surface.
- Agricultural fertilizer and greenhouse gas emissions regulation and advocacy to not reduce usage.
- Provincial policing.
- The Local Government Fiscal Framework (LGFF) formula development for providing infrastructure funding.
- Broadband connectivity & spectrum management.
- Lack of coverage for Physician and medical professionals.
- Lack of Veterinarian coverage.

8. **Executive Session:**

No Executive Session.

**ADJOURNMENT**

887-22: Serben

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting of Thursday, August 11, 2022, be adjourned, time 12:28 p.m.

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Departmental Operations Meeting** held on **Tuesday, August 23, 2022**, at 9:05 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

<b>ATTENDANCE</b>		
<u>Tuesday, Aug. 23, 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
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 Tychowsky	Virtually Present @9:41am
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present

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

**2. Agenda:**

936-22: Fenerty

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, August 23, 2022, be adopted as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**5. Issues for Information:**

**Manager's Report:  
Public Works Shop Foreman**

**4. Request for Decision:**

**Old County Shop Overhead Door and Ceiling Insulation**

937-22: Gawalko

That Smoky Lake County Council approve the unbudgeted expenditure, to be funded from the Public Works Operations Budget, in the amount of \$6,050.00, for escalation costs relating to the Public Works Year-2022 Capital Budget relating to improvements to the Old Shop, in the original amount of \$41,025.00 to the amount of \$47,075.00; for a new overhead door and 3” spray foam ceiling insulation.

Carried.

Doug Ponich, Public Works Manager, virtually left the meeting, time 9:35 a.m.

Trevor Tychkowsky, Safety Officer, virtually joined the meeting, time 9:41 a.m.

**5. Issues for Information:**

**Managers Reports**

938-22: Cere

That the Smoky Lake County Management Reports received for the period of June 15, 2022 to August 15, 2022 from the Public Works Manager, Public Works Shop Foreman, Planning and Development Manager, Safety Officer, Natural Gas Manager, Environment & Parks Manager, Agricultural Fieldman, Fire Chief, GIS Operator and Communications Technician, be accepted as presented and filed for information.

Carried.

Kyle Schole, Planning Technician, virtually joined the meeting, time 10:42 a.m.

**Training Events – Reports to Council**

939-22: Serben

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:

- Re-imagining Rivers Symposium – The Centre for Constitutional Studies and the Environmental Law Centre, taken by Kyle Schole, Planning Technician on June 14, 2022.

Fire Protective Services Department:

- Alberta Fire Chiefs Association Conference, attended by Scott Franchuk, Fire Protective Services Department on May 29-31, 2022.

Carried.

**6. Correspondence:**

No Correspondence.

**7. Delegation:**

No Delegation.

**8. Executive Session:**

No Executive Session.

**Adjournment:**

940-22: Fenerty

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations of August 23, 2022, be adjourned, time 11:52 a.m..

Carried.

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REEVE

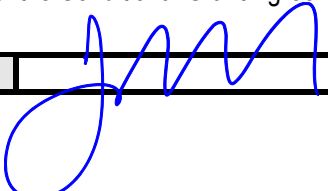
**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

<b>REQUEST FOR DECISION</b>		DATE	<b>September 22, 2022</b>	<b>4.1</b>
TOPIC	<b>Alberta Community Partnership Grant Application (2023 Joint Ortho Photo Initiative)</b>			
PROPOSAL	<p><b><u>BACKGROUND:</u></b></p> <ul style="list-style-type: none"> <li>▪ Smoky Lake County's last update to Aerial Photography was in 2020 for a cost off \$75,920.00 for Acquisition, production, and delivery of 25cm imagery of rural properties and \$22,935.00 for Acquisition, production, and delivery of 7.5cm imagery of Hamlets and subdivisions and would like to keep them on a rotation of capture every 3-4 years.</li> <li>▪ With Cuts to the budget Smoky Lake County inquired with Tarin Resources ways to minimize (reduce) costs of obtaining Ortho Photos over the next 3 years. <ul style="list-style-type: none"> <li>▪ Collaborating with surrounding municipalities would minimize (reduce) costs.</li> <li>▪ Smoky Lake County in partnership with the County of St. Paul, County of Two Hills and Lamont County participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$211,000.00; and approve the County of Two Hills to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.(Application of the 2021-2022 Alberta Community Partnership (ACP) was unsuccessful)</li> </ul> </li> </ul> <p><b><u>PROPOSAL:</u></b></p> <ul style="list-style-type: none"> <li>▪ Partner with the following Municipalities and <b>re-apply for the ACP Grant under the Intermunicipal component: Two Hills County, Lamont County, Thorhild County, and the County of Minburn. Deadline for applications for 2022/2023 is December 16, 2022.</b></li> <li>▪ That <b>Smoky Lake County in partnership with the County of Two Hills, County of Minburn, County of Thorhild and Lamont County</b> participate in the application of the 2022-2023 Alberta Community Partnership (ACP) Grant under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost of \$200,000.00; and <b>approve the County of Two Hills to be the Managing Partner</b> under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</li> </ul> <p><b><u>PURPOSE:</u></b> To minimize (reduce) costs of obtaining Aerial Photography in 2023.</p> <p><b><u>SUPPORTING DOCUMENTS:</u></b></p> <ul style="list-style-type: none"> <li>▪ August 19, 2022, The County of Two Hills will take on Managing Partner for the 2022/2023 ACP Intermunicipal Collaboration component for the ariel photos.</li> <li>▪ July 29, 2023, Lamont County as well will partner again to make an application for the ACP Grant.</li> <li>▪ August 23, 2023, Thorhild County would like to inform Two Hills County they have approval through the CAO to partner with the project.</li> <li>▪ August 22, 2023, County of Minburn Confirmed with their CAO to partner for this project with Two Hills as Managing Partner</li> <li>▪ Letter from Municipal Affairs April 11, 2022</li> </ul>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
<b>N/A</b>				



<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>		<b>Municipal Government Act:</b> Intermunicipal Collaboration Framework.	
<b>BENEFITS</b>		<ul style="list-style-type: none"> <li>• Strengthen intermunicipal relationships.</li> <li>• Expand the GIS data available for the region.</li> <li>• Create a data resource to aid in long term planning.</li> <li>• Reduced cost for all municipalities.</li> </ul>	
<b>DISADVANTAGES</b>		Cost will be more to obtain Aerial Photography	
<b>ALTERNATIVES</b>		Take no action	
<b>FINANCE/BUDGET IMPLICATIONS</b>			
<b>Operating Costs:</b>		<u>N/A</u>	<b>Capital Costs:</b> <u>N/A</u>
<b>Budget Available:</b>		\$ _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b>		\$ _____	<b>Unbudgeted Costs:</b> \$ _____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>		Intermunicipal Collaboration Framework (ICF).	
<b>COMMUNICATION STRATEGY</b>		Email Communication.	
<b>RECOMMENDATION</b>			
<ul style="list-style-type: none"> <li>▪ That <b>Smoky Lake County in partnership with the County of Two Hills, County of Minburn, County of Thorhild and Lamont County</b> participate in the application of the 2022-2023 Alberta Community Partnership (ACP) Grant under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost of \$200,000.00; and <b>approve the County of Two Hills to be the Managing Partner</b> under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</li> </ul>			
<b>CHIEF ADMINISTRATIVE OFFICER</b>			

**From:** Sally Dary <[sdary@thcounty.ab.ca](mailto:sdary@thcounty.ab.ca)>  
**Sent:** Friday, August 19, 2022 2:16 PM  
**To:** Carole Dowhaniuk <[cdowhaniuk@smokylakecounty.ab.ca](mailto:cdowhaniuk@smokylakecounty.ab.ca)>; Terry Eleniak <[terry.e@lamontcounty.ca](mailto:terry.e@lamontcounty.ca)>; Wayne Maclean <[wayne.maclean@thorhildcounty.com](mailto:wayne.maclean@thorhildcounty.com)>  
**Subject:** RE: Ortho Photos - County of Two Hills Strategic Initiatives Project

Good Afternoon,

The County of Two Hills will take on Managing Partner for the 2022/2023 ACP Intermunicipal Collaboration component for the ariel photos.

Have a great weekend!

**Sally Dary**  
**Chief Administrative Officer**  
**County of Two Hills No. 21**  
4818 – 50 Avenue Box 490  
Two Hills AB T0B 4K0  
(780) 657-3358

**From:** Terry Eleniak <[terry.e@lamontcounty.ca](mailto:terry.e@lamontcounty.ca)>  
**Sent:** July 29, 2022 7:21 AM  
**To:** Sally Dary <[sdary@thcounty.ab.ca](mailto:sdary@thcounty.ab.ca)>; Sheila Kitz <[SKitz@county.stpaul.ab.ca](mailto:SKitz@county.stpaul.ab.ca)>; Carole Dowhaniuk <[cdowhaniuk@smokylakecounty.ab.ca](mailto:cdowhaniuk@smokylakecounty.ab.ca)>  
**Cc:** Rodney Boyko <[rodney.b@lamontcounty.ca](mailto:rodney.b@lamontcounty.ca)>  
**Subject:** RE: Ortho Photos - County of Two Hills Strategic Initiatives Project

Good Morning

Sorry about the delay

Lamont County as well will partner again to make an application for the ACP grant. Hoping we will be more successful this go round.

Have a safe and enjoyable long weekend



**Terry Eleniak**  
*Agricultural Fieldman, Lamont County*

t: 780-895-2547 Ext. 270 | f: 780-895-2892

a: Public Works Office  
553004A HWY 831  
Lamont, T0B 2R0

toll-free: 1-877-895-2233

e: [terry.e@lamontcounty.ca](mailto:terry.e@lamontcounty.ca)

w: <http://www.lamontcounty.ca/>

***Make it Safe! Make it Personal! Make it Home!***

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**Sent:** August 23, 2022 8:27 AM

**To:** Sally Dary <[sdary@thcounty.ab.ca](mailto:sdary@thcounty.ab.ca)>; Davin Gegolick <[dgegolick@minburncounty.ab.ca](mailto:dgegolick@minburncounty.ab.ca)>; Carole Dowhaniuk <[cdowhaniuk@smokylakecounty.ab.ca](mailto:cdowhaniuk@smokylakecounty.ab.ca)>; Terry Eleniak <[terry.e@lamontcounty.ca](mailto:terry.e@lamontcounty.ca)>

**Cc:** Jason Warawa <[jwarawa@minburncounty.ab.ca](mailto:jwarawa@minburncounty.ab.ca)>

**Subject:** RE: Ortho Photos - County of Two Hills Strategic Initiatives Project

Hi Sally

I would like to inform you that I have approval through my CAO to partner with the project. I have reached out to Kevin for a quote.

**WAYNE MACLEAN C.D.**

Director of Infrastructure

Cell: 780-656-6034

Office:780-398-3741

Toll Free: 1-877-398-3777

Box 10, Thorhild, AB T0A 3J0

<http://www.thorhildcounty.com>



---

**From:** Davin Gegolick <[dgegolick@minburncounty.ab.ca](mailto:dgegolick@minburncounty.ab.ca)>

**Sent:** August 22, 2022 9:04 AM

**To:** Carole Dowhaniuk <[cdowhaniuk@smokylakecounty.ab.ca](mailto:cdowhaniuk@smokylakecounty.ab.ca)>; Terry Eleniak <[terry.e@lamontcounty.ca](mailto:terry.e@lamontcounty.ca)>; Sally Dary <[sdary@thcounty.ab.ca](mailto:sdary@thcounty.ab.ca)>; [wayne.maclean@thorhildcounty.com](mailto:wayne.maclean@thorhildcounty.com)

**Cc:** Jason Warawa <[jwarawa@minburncounty.ab.ca](mailto:jwarawa@minburncounty.ab.ca)>

**Subject:** RE: Ortho Photos - County of Two Hills Strategic Initiatives Project

Good morning,

I've confirmed with our CAO that we would like to be a partner for this project and have reached out to Kevin at Tarin for pricing. Is Two Hills County acting as the managing partner for this project? I've attached a draft resolution for our September meeting.

Thanks,

**Davin Gegolick**

PLANNING & DEVELOPMENT OFFICER



Ph. 780-632-2082 ext. 1111

Fx. 780-632-6296

[www.minburncounty.ab.ca](http://www.minburncounty.ab.ca)

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Municipal Affairs

**Deputy Minister**  
18th Floor, Commerce Place  
10155 – 102 Street  
Edmonton, Alberta T5J 4L4  
Canada  
Telephone 780-427-4826  
Fax 780-422-9561

AR108117

April 11, 2022

Sally Dary  
Chief Administrative Officer  
County of Two Hills  
PO Box 490  
Two Hills AB T0B 4K0

Dear Sally Dary:

Thank you for your grant application under the Alberta Community Partnership (ACP) program, Strategic Initiatives (SI) component.

On behalf of the Minister, I regret to advise that the following project is not eligible under the SI component:

- Regional Geographic Information System - \$208,000

The SI component considers projects that are not eligible for funding under other components. **This project is eligible for funding under the ACP Intermunicipal Collaboration (IC) component, and I encourage you to apply under the 2022/23 ACP.** Program staff will be in contact to discuss how your project best aligns under this component and will provide suggestions on how to submit a strong application.

If you have any questions, please contact Ryan Barber, Manager, Regional Grant Programs, toll-free first by dialing 310-0000, then 780-422-8755, or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

Sincerely,

Brandy Cox  
Deputy Minister

cc: Honourable Ric McIver, Minister of Municipal Affairs

**TOPIC**

**Alberta Community Partnership (ACP) – Grant Applications 2021/2022**

**PROPOSAL**

*That Smoky Lake County apply for a series of projects under the 2022/2023 Alberta Community Partnership (ACP) Grant Intake, in the Intermunicipal Collaboration Stream.*

**BACKGROUND**

- Municipalities of the Smoky Lake Region typically leverage the ACP Grant to partner with each other under the Intermunicipal Collaboration (IC) Stream, to undertake projects of shared value and priority.
  - Successful 2021/2022 Projects currently underway include:
    - Smoky Lake County: Regional Engineering Design Standards
    - Village of Vilna: Heritage River Study

**Early August 2022**

- 2021/2022 Alberta Community Partnership (ACP) Grant Intake was opened, and [the guide published](#). (link)
  - The maximum grant amount is \$200,000
  - The Intermunicipal Collaboration application deadline is Dec 16, 2022.
  - It is anticipated that County staff will provide some project management support to Vilna and Waskatenau in implementing their studies.

**August 15, 2022 - Administrator’s Meeting**

- Discussion on concept projects eligible for the ACP Funding.
- Additional research was undertaken on project eligibility parameters and input from the grant administrators and Municipal Affairs.

**August 24, 2022 - Administrator’s Meeting**

- Further discussion on refined ACP project recommendations for each Council’s Consideration:

**Project #1**

**Manager:** Smoky Lake County  
**Participants:** Town of Smoky Lake; Village of Vilna; Village of Waskatenau  
**Project:** **Regional Environmental and Agricultural Sensitivity Study**  
**Rational:** Directly relevant data and value for a revised County Land Use Bylaw and Municipal Development Plan in 2023/24.  
**Example:** [Parkland County Conservation Master Plan](#) (link)

**Project #2**

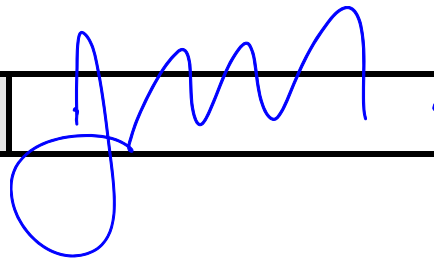
**Manager:** Village of Vilna  
**Participants:** Town of Smoky Lake; Village of Waskatenau; Smoky Lake County  
**Project:** **Regional Indigenous Framework**  
**Rational:** Relationship Agreement with Indigenous Communities, possibly including Buffalo Lake Metis Settlement, Kikino Metis Settlement, Metis Nation of Alberta, Whitefish First Nation, Saddle Lake Cree First Nation, other Treaty 6 Nations, and the Confederacy of Treaty 6 First Nations.  
**Example:** [City of Edmonton Indigenous Framework](#) (link)

**Project #3**

**Manager:** Village of Waskatenau  
**Participants:** Smoky Lake County

	<b>Project:</b> Waskatenau Creek and Regional Trails Connectivity Study <b>Rational:</b> Victoria District Economic Development Strategy & Community Wellness <b>Example:</b> <b>Attachment 1 – Wask. &amp; SL County Municipal Development Plans</b>  <b>Project #4</b> <b>Manager:</b> Town of Smoky Lake <b>Participants:</b> TBD <b>Project:</b> TBD <b>Rational:</b> <i>This information will be brought forward to a future meeting of County Council once available.</i> <b>Example:</b> Nil.
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>	
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<b>Municipal Government Act:</b> Intermunicipal Collaboration.
<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>▪ Cost-share with the Province of Alberta</li> <li>▪ Achievement of Regional Strategic Priorities</li> <li>▪ Strengthened regional intermunicipal relationships.</li> </ul>
<b>DISADVANTAGES</b>	Staff time.
<b>ALTERNATIVES</b>	Defer, or take no action.
<b>FINANCE/BUDGET IMPLICATIONS</b>	
<b>Operating Costs:</b>	\$ _____
<b>Budget Available:</b>	\$ _____
<b>Budgeted Costs:</b>	_____
<b>Capital Costs:</b>	_____
<b>Source of Funds:</b>	<u>ACP grants</u>
<b>Unbudgeted Costs:</b>	_____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Partnerships with Province of Alberta & Intermunicipal Collaboration.
<b>COMMUNICATION STRATEGY</b>	Nil.
<b>RECOMMENDATIONS</b>	
<p><b>Motion #1</b>  That <b>Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna</b> participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant for the <b>Project Titled: Regional Environmental and Agricultural Sensitivity Study</b> under the “Intermunicipal Collaboration” (IC) Component Grant for the total project cost in the amount of \$200,000.00; and approve <b>Smoky Lake County to be the Managing Partner</b> under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</p> <p><b>Motion #2</b>  That <b>Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna</b> participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant for the <b>Project Titled: Regional Indigenous Framework</b> under the “Intermunicipal Collaboration” (IC) Component Grant for the total project cost in the amount of \$200,000.00; and approve the <b>Village of Vilna to be the Managing Partner</b> under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</p> <p><b>Motion #3</b>  That <b>Smoky Lake County in partnership with the Village of Waskatenau</b> participate in the application of the 2021-2022 Alberta Community Partnership (ACP) Grant for the <b>Project Titled: ‘Regional Trails and Connectivity Study’</b> under the “Intermunicipal Collaboration” (IC) Component Grant for the total project cost in the amount of \$200,000.00; and approve the <b>Village of Waskatenau to be the Managing Partner</b> under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.</p>	

CHIEF ADMINISTRATIVE OFFICER

A handwritten signature in blue ink, consisting of a large loop followed by several smaller, connected loops, is written over the right portion of the signature line.

## Village of Waskatenau MDP Bylaw 685-2021

- **Section 1.3 – Vision and Goals**

- **Vision:** The Village of Waskatenau is committed to providing good governance for our residents, businesses and
- **Goals:**
  - **Intermunicipal Cooperation** - Collaboration with regional partners promotes compatible, cost effective and complementary land use patterns, infrastructure, and service delivery systems.
  - **Community & Environment** - Waskatenau is a lively community with recreational, cultural, and natural amenities that benefit current and future residents.

- **Section 3.2 Environmental Features**

- Waskatenau Creek is located in the eastern portion of the Village. The creek is bounded by large steep slopes, and extends south to the North Saskatchewan River. The creek is a corridor for local wildlife, and trails developed along its route are major recreation features for Village residents and visitors. The creek is partially dammed to the south by a railway trestle bridge that is part of the Iron Horse Trail Corridor.



- **Section 4 – Intermunicipal Cooperation**

- **Objective 1** – Seek Opportunities with regional partners to improve communication and increase organizational efficiency in service delivery.
  - **Policy 4.1.1** - The Village will seek opportunities to work with adjacent municipalities and government stakeholders through planning processes – including public education, conceptual design, and development – to ensure compatible land uses in adjoining areas.
  - **Policy 4.1.3** - The Village will explore opportunities with Smoky Lake County Region municipalities to develop a regional trail system that creates linkages with trail infrastructure in the Village to other communities, the Victoria Trail, the North Saskatchewan River, Waskatenau Creek, and other points of interest in the region.
  - **Policy 4.4.4** - The Village supports improvements to the Iron Horse Trail and adjacent lands that seek to maximize its recreational and economic development potential.
  - **Policy 4.1.5** - The Village will collaborate with Smoky Lake County Region municipalities to implement recommendations in the Victoria District Economic Development Strategy.

- **Section 5 – General Development**

- **5.3 Natural Environment:** The Village of Waskatenau recognizes that existing natural features in (and adjacent to) the Village are important for the habitat of local species, natural processes with respect to air and water quality, local viewsapes and scenery, and the quality of life of community residents. The characteristics
  - **Objective 1** – Protect natural features, landforms, and environmentally sensitive areas.



## **Smoky Lake County MDP Bylaw 1249-12**

**3.5 Recreation** - As the demand for recreational land for both public and private use continues to increase, so does the need for planned recreational facilities and areas. The intent of this Plan is to recognize and encourage local recreational uses based on the capabilities of an area to sustain intensive or extensive development. Recreation development shall be located in areas and under circumstances where it does not adversely affect the agricultural economy and community, or the natural environment.

Recreation also forms an important component of the tourism potential of the region, and is to be encouraged as much as possible within the term of this Plan, provided, of course, that the tourist activities or facilities do not threaten the potential itself, the agricultural economy and community, or the natural environment.

The following objectives and policies have been adopted by the County relating to recreation in the County:

**Objective 3.5.1** To encourage the recreational developments in areas which will not impact working landscapes

**Objective 3.5.2** To ensure that recreational uses are compatible with the environment and surrounding land uses

**Objective 3.5.4** To protect and encourage trail development while also protecting adjacent land-owners from potential negative impacts through the careful regulation of the recreational use of rights-of-way

### **August 25, 2022 Meeting of Smoky Lake County Council:**

#### **Waskatenau Creek Conservation Lands (+/- 44 acres, Pt. of SE-4-S9-19-W4)**

**866-22: Cere** *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 legally described as Pt. of SE-4-59-19-W4M, containing +/- 44 acres.*

**Carried.**

<b>REQUEST FOR DECISION</b>	<b>DATE</b>	September 22, 2022,	<b>4.3</b>
<b>TOPIC</b>	Proposed Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP) Bylaw 1424-22.		
<b>PROPOSAL</b>	<p><i>That Smoky Lake County Give First Reading to Bylaw 1424-22 and Schedule a Joint Public Hearing with the Village of Waskatenau for October 2022.</i></p> <p><b><u>BACKGROUND</u></b></p> <ul style="list-style-type: none"> <li>• Smoky Lake County and the Village of Waskatenau first adopted an Intermunicipal Development Plan (IDP) in 2017.             <ul style="list-style-type: none"> <li>○ Municipal Planning Services (MPS) assisted the Village/County in completing the project at that time.</li> <li>○ <u>This original bylaw had a sunset clause</u> which means that because the was not renewed by resolution of both Councils within 5 years from its adoption, the bylaw <u>has now (inadvertently) been allowed to expire as of August 2022.</u> <ul style="list-style-type: none"> <li>▪ <i>This is also the case with the IDP for the Village of Vilna, which expired in May 2022, which County Administration is also working to update and replace.</i></li> <li>▪ <i>The Town of Smoky Lake IDP was renewed by Resolutions of both Councils in September 2021. Nevertheless, County Administration is also working to update and replace this bylaw.</i></li> </ul> </li> </ul> </li> <li>• At the September 1<sup>st</sup> 2022 Meeting of Joint Village and County Council, the following Motion carried:             <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p><b>Intermunicipal Development Plan for Smoky Lake County &amp; Village of Waskatenau</b>                  J48-22: Linda Fenerty                  Tyson Berlinguette</p> <p>That Smoky Lake County and Village of Waskatenau Joint Councils approve both administrations to review the expired Intermunicipal Development Plan under Bylaw No. 1304-17 and Bylaw No. 662-17, and collaboratively incorporate recommended changes, including the removal of any automatic sunset clause; and circulate the revised document to both Councils prior to proceeding with First Reading at a Regular or Special Meeting in September followed by the required advertising to schedule a Joint Public Hearing prior to consideration of Second and Third Readings in accordance with relevant policies, bylaws, and legislation.</p> <p style="text-align: right;">Carried.</p> </div> </li> <li>• Both Administrations have reviewed the expired bylaw for possible updates, which are show both with track-changes, and with changes accepted.</li> <li>• Slight changes have been made, such as removing the sunset clause, updating historical context, and goals so that they align with current strategic plans, and some maps.</li> <li>• The Village of Waskatenau gave First Reading to their copy of the revised bylaw at its September 15, 2022 Meeting.</li> <li>• If First Reading is given by County Council, a Public Hearing must be held before the bylaw can be considered for adoption. Administration is proposing to hold this Public Hearing jointly with the Village.</li> </ul> <p><b><u>ATTACHMENTS</u></b></p>		

	<ul style="list-style-type: none"> <li>• Proposed Bylaw 1424-22: Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP). <b>Attachment 1</b> <ul style="list-style-type: none"> <li>○ Ver. 1 - TRACK CHANGES/REDLINES – © <b>Attachment 1-A</b></li> <li>○ Ver. 2 - CHANGES ACCEPTED – © <b>Attachment 1-B</b></li> </ul> </li> </ul>
--	--

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

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

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

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

<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<u>Alberta Municipal Government Act</u>
--	---

<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>• A coordinated future land use planning approach within the policy area.</li> </ul>
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<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>• Staff time</li> </ul>
----------------------	--

<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>• Defer or take no action</li> </ul>
---------------------	---

**FINANCE/BUDGET IMPLICATIONS**

<b>Operating Costs:</b>	<u>Public Hearing &amp; Ad</u>	<b>Capital Costs:</b>	_____
<b>Budget Available:</b>	_____	<b>Source of Funds:</b>	<u>P&amp;D</u>
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b>	_____

<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	<ul style="list-style-type: none"> <li>• Relationship with Village of Waskatenau.</li> </ul>
---	--

<b>COMMUNICATION STRATEGY</b>	<ul style="list-style-type: none"> <li>• Advertise in newsprint, Public Notice on website.</li> </ul>
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**RECOMMENDATION**

**That Smoky Lake County give FIRST Reading to Bylaw 1424-22, and schedule a Joint Public Hearing with the Village of Waskatenau in October 2022.**

<b>CHIEF ADMINISTRATIVE OFFICER</b>	
-------------------------------------	--

Bylaw No. 1424-22

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1424-22**

A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County & the Village of Waskatenau.

\*\*\*\*\*

**WHEREAS** an Intermunicipal Development Plan has been prepared for Smoky Lake County & the Village of Waskatenau and based on public input and studies of land use, development and other relevant data; and

**WHEREAS** the foresaid Intermunicipal Development Plan describes the way in which the future development within the Plan area may be carried out in an orderly and economic manner;

**WHEREAS** the Council of the Village of Waskatenau and the Council of the County of Smoky Lake County had adopted Intermunicipal Development Plan Bylaw 662-17 and Bylaw 1304-17 respectively;

**AND WHEREAS** the Bylaw 662-17 and Bylaw 1304-17 expired on August 17, 2022;

**NOW THEREFORE** the Council of Smoky Lake County, duly assembled, and pursuant to the authority conferred upon it by the Municipal Government Act R.S.A. 2000, c. M-26 as amended, enacts as follows:

1. For clarity, Bylaw 1304-17 is hereby rescinded.
2. This Bylaw may be cited as "Smoky Lake County & the Village of Waskatenau Intermunicipal Development Plan".
3. The Smoky Lake County & Village of Waskatenau Intermunicipal Development Plan is attached hereto as **Schedule "A"** to this Bylaw is hereby adopted.
4. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c. M-26, as amended.

This Bylaw comes into effect upon the date of the final reading thereof.

READ a First Time this \_\_\_\_ day of \_\_\_\_\_, AD 2022.

\_\_\_\_\_  
REEVE  
Lorne Halisky

S E A L

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
Gene Sobolewski

**Bylaw No. 1424-22**

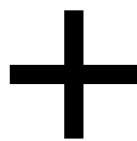
READ a Second Time this \_\_\_\_\_ day of \_\_\_\_\_, AD **2022**.

READ a Third and Final Time this \_\_\_\_\_ day of \_\_\_\_\_, AD **2022** and finally passed by Council.

\_\_\_\_\_  
REEVE  
Lorne Halisky

S E A L

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
Gene Sobolewski



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# 1 Interpretation

## 1.1 Definitions

1. **Area Structure Plan** is a statutory plan that establishes the general planning framework for future subdivision and development of an area of undeveloped land.
2. **Building** includes anything, whether temporary or permanent, constructed or placed on, in, over, or under land but does not include a highway or road or a bridge forming part of a highway or road;
3. **Confined Feeding Operation** means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds. Confined Feeding Operations are regulated under the Agricultural Operation Practices Act (AOPA) in Alberta.
4. Country Residential means any development located in a rural area which is situated on a lot used solely for private residential purposes and accessory uses and is not connected to municipal sewer and water services. The dwelling unit may be occupied permanently or seasonally.
5. **Development** means:
  - a. an excavation or stockpile and the creation of either of them, or
  - b. a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
  - c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
  - d. a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;

Interpretation



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Interpretation

6. **Development Authority** means the Development Authority established by the Village of Waskatenau and the Smoky Lake County Development Authority Bylaws;
7. **Environmental Reserve** means land considered undevelopable because of its natural features or location (e.g., unstable slopes, shoreline areas, etc.) that is dedicated to the municipality at the time of subdivision by the landowner, as provided for in the Municipal Government Act;
8. **Environmental Reserve Easement** is an easement that is registered on the title of a parcel of land in favour of the municipality for the purpose of the protection and enhancement of the environment;
9. Extensive Agriculture means the use of land or buildings, including the first dwelling or manufactured home, an agricultural operation which require large tracts of land (usually in the order of 80 ac. (32.4 ha.) or more). This use may include the outdoor cultivation of industrial hemp, but does not include intensive agriculture, cannabis production and distribution, or a confined feeding operation which requires either a registration or an approval under Part 2 of the Agricultural Operations Practices Act, R.S.A. 2000, c. A-7, as amended or replaced.
10. **Farmstead** means the currently inhabited or formerly inhabited residence or other improvements connected with a farm or an intensive agricultural use. Farmstead also includes a currently vacant site, which is intended to be used as a country residence;
11. **Fragmented Parcel** means a parcel of land or a part of a parcel of land that is separated from the balance of the parcel of land by a natural barrier such as a river or coulee, or by a physical barrier such as a road, railroad, or highway;
12. Intensive Agriculture means an agricultural operation which raises crops on a land-intensive basis. Intensive agriculture includes, greenhouses, silviculture and sod farms, but does not include confined feeding operations cannabis production and distribution or industrial hemp production and distribution facilities.
- 12-13. **Multi-lot Country Residential Development** means any subdivision, which will create two or more country residential or farmstead lots on a quarter section.

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13,14. **Municipal Reserve** is land (or cash-in-lieu of land, or both) dedicated by a landowner to the municipality at the time of subdivision for the purpose of providing parks, recreation facilities and school sites as provided for in the Municipal Government Act;

14,15. **Public Utility** means a public utility, as defined in the Act. More specifically, a public utility means:

- a. a system, works, plant, equipment or service for the production, transmission, delivery or furnishing of water, heat, light, or power supplied by means other than electricity, either directly or indirectly to or for the public;
- b. an oil pipeline the proprietor of which is declared by the Energy Resources Conservation Commission to be a common carrier; and
- c. an electric utility; (Section 1(i) Public Utilities Act 2010 as Consolidated).

Interpretation



## 2 Introduction

### 2.1 Purpose

The four partner municipalities within the Smoky Lake Region (the Town of Smoky Lake, the Village of Vilna, the Village of Waskatenau, and Smoky Lake County) are actively working together to achieve three regional collaboration initiatives. The three initiatives are:

<p><b>Initiative 1</b></p>	<p>Consult, develop, communicate, and implement a new and expanded terms of reference for a regional economic and community development advisory committee (RCDC).</p>
<p><b>Initiative 2</b></p>	<p>Communicate and provide shared regional services in the critical areas of business counselling, retention, and growth planning assistance; business/investment attraction; tourism promotion and attraction and overall economic and community development capacity building.</p>
<p><b>Initiative 3</b></p>	<p>Consult, develop, communicate, and integrate initiatives that address the need for more effective regional and/or inter-municipal growth, land use, infrastructure, recreation, social and emergency services planning and possible or increased joint service provision.</p>

The purpose of this intermunicipal development plan is to identify and communicate a plan for improving regional collaboration in the areas of intermunicipal growth, land use, infrastructure, recreation, social, and emergency services planning, and joint service provision, as outlined in Initiative 3.

During the preparation of this intermunicipal development plan, the following deliverables were agreed upon by the partner municipalities:

- To develop and implement a community and stakeholder consultation program.

Introduction

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- ~~• To draft a municipal planning, development, and regulatory framework recommendations report and Plan.~~
- ~~• To consult with Council, key stakeholders, residents, and the regional community economic development committee.~~
- ~~• To prepare a final municipal planning, development, and regulatory framework recommendations report and plan.~~
- ~~• To prepare a 'Go-Forward' report and recommendation for the community economic development committee to implement the recommendations.~~

~~Initiative 3 was accomplished through the development of three (3) intermunicipal development strategies — the Town of Smoky Lake + Smoky Lake County Intermunicipal Development Plan, the Village of Vilna + Smoky Lake County Intermunicipal Development Plan, and the Village of Waskatenau + Smoky Lake County Intermunicipal Development Plan (this document).—~~ These documents were structured so that to further their implementation they could be approved by the respective Councils of the partner municipalities as Intermunicipal Development Plans.

The adoption of this Intermunicipal Development Plan ~~represents the implementation of the recommendations in the 'Go-Forward' Report and~~ provides the Town-Village and the County with a joint future land use plan to help guide growth and development within the plan area.

## 2.2 Approach

This Plan utilizes a comprehensive approach to land-use planning. In practice, this means that local information, specialized viewpoints, and environmental stewardship practices are used in the decision-making process for land use and development.

This approach considers both the past and present human and physical environments. Considering where the community has been, where it is presently and where it wants to go enables both municipalities to set in place a Plan for how to reach their desired destination. This approach to planning assumes that the Plan's policies and subsequent decisions will be based on careful consideration of environmental information, stakeholder interests and municipal goals and objectives. This approach offers communities the opportunity to provide widely-accepted and lasting solutions to development and land use management issues.

## 2.3 Goals

The goals of this Plan are to assist the Smoky Lake Region achieve the following short- and long-term benefits:

### Short Term Benefits

- Provide all municipalities within the region with a service delivery tool or Plan to assist with determining the viability of regional municipal service delivery.
- Develop a new committee/board to better facilitate inter-municipal and intra-regional cooperation relating to economic AND community development issues, opportunities, and challenges.
- Increase overall community and economic development capacity building essential to both short term and longer-term community viability, sustainability, and quality of life.
- Develop a more effective process and planning strategy for coordinating intermunicipal growth, land use, infrastructure, recreation, social services, and emergency services.

### Long Term Benefits

- The development and implementation of a regional framework that strengthens regional collaboration and integrated regional service delivery models to increase efficiencies and provide a stronger more unified approach to addressing the issues identified as important to community members within the Smoky Lake Region.
- Increased business/investment attraction “presence” throughout the Smoky Lake Region.
- Improved business retention, growth, and business attraction throughout the region.
- Improved regional fiscal and financial sustainability.
- Increased opportunities for leveraging regional strengths into regional competitive advantages.

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## 2.4 Enactment

The policies contained within this Plan come into force once the Councils of the Village of Waskatenau and Smoky Lake County have each given Third Reading to the bylaws adopting the Village of Waskatenau + Smoky Lake County Intermunicipal Development Plan.

## 2.5 Duration

This Plan will establish, in general terms, the general land use patterns, together with the conditions upon which the provision of municipal services may occur in the subject area, and mutually agreed policy directions for the next 25 years following the adoption of the Plan.

While this Plan is meant to be a long-range planning document, it is intended that regular monitoring, review, and periodic amendments may be required for policies in the Plan to remain current with changing development trends and growth within the region. A process for amending the Plan has been established as a part of this Plan.

~~This Plan also provides a “sunset clause” — a time at which the Plan will cease to have any force and effect should the two municipalities not re-adopt the Plan. Notwithstanding these processes, t~~The Plan should be reviewed every ~~three~~ three-five years from the date on which the Plan comes into effect to ensure that it is still current and meets the needs of the Village of Waskatenau, Smoky Lake County, and the entire Smoky Lake Region.

## 2.6 Enabling Legislation

The provincial legislation that allows one or more municipalities to adopt an Intermunicipal Development Plan is the Municipal Government Act.

Section 631 of the Municipal Government Act states, in part:

~~Two or more councils may, by each passing a bylaw . . . adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.~~

- ~~(2) — An intermunicipal development plan~~
  - ~~(a) — may provide for;~~
    - ~~(i) — the future land use within the area;~~
    - ~~(ii) — the manner of and the proposals for future development in the area; and~~



~~(iii) any other matter relating to the physical, social or economic development of the area that the councils consider necessary,~~

~~and~~

~~(b) must include~~

~~(i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,~~

~~(ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and~~

~~(iii) provisions relating to the administration of the plan.~~

(1) Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries ...must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).

(8) An intermunicipal development plan

(a) must address

(i) the future land use within the area,

(ii) the manner of and the proposals for future development in the area,

(iii) the provision of transportation systems for the area, either generally or specifically,

(iv) the co-ordination of intermunicipal programs relating to the physical, social, and economic development of the area.

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(v) environmental matters within the area, either generally or specifically, and

(vi) any other matter related to the physical, social, or economic development of the area that the councils consider necessary, and

(b) must include

(i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,

(ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and

(iii) provisions relating to the administration of the plan.

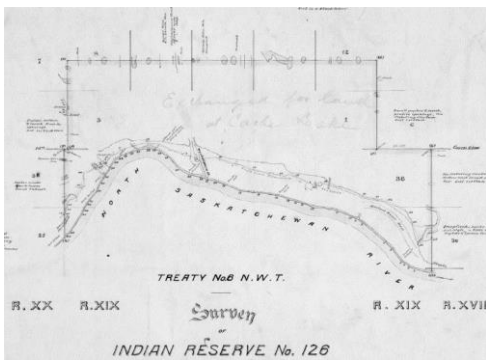
The procedure for adopting an Intermunicipal Development Plan is described in Section 692 of the Municipal Government Act.

**2.7 Subject Area Boundary**

The area of the Village of Waskatenau and Smoky Lake County to which this Plan applies is identified on **5.1 - Future Land Use Areas**.

**2.8 Subject Area Profile**

**Location and History**



“Waskatenau” comes from the Cree word “Washatanow” which is a translation of the Cree “opening in the riverbank” is formerly home to the band of Chief “Bear’s Ears”. After the signing of Treaty 6, the band which numbered about 60 souls initially settled on the nearby “Bear’s Ears Indian Reserve No. 126” in 1889 but this was forcibly surrendered back to the federal government

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1896, and the band was 60 miles east to Saddle Lake. The former Reserve was renamed the district of Pine Creek and was made available for settlers in 1904. By 1912, nearly all homesteads in the area had been claimed.

Unlike some other areas of Smoky Lake County, which became home to a concentration of immigrants with similar origins, settlers in the Waskatenau area arrived from places as diverse as the United States, Scandinavia, the British Isles and Eastern Europe.

The Village of Waskatenau came into existence in 1919 after the arrival of the railway. By 1929 Waskatenau was thriving and included: four general stores, a hardware store, two barber shops, one pool hall, one bank, a meat market, two confectionery shops, one boarding house, one hotel, two restaurants, two blacksmiths, two garages, five grain elevators, one bakery, two lawyers, one doctor, a skating rink, a community hall, two churches and a three room school as well as fifteen organizations. In 1932 Waskatenau was incorporated into a village.

Major resource extraction and industrial development in Alberta has had a significant impact on the Village of Waskatenau. While the Village does not currently include major resource extraction or industrial developments, many Village residents work in natural resource extraction industries, or for industries outside of the Village. Although indirect, regional resource extraction and industrial developments are importantcrucial factors in the Village's social and economic viability.

Local Features are identified on **Map 6.2 - Local Features** in Appendix A.

### Transportation

The IDP area encompasses segments of two provincial highways: 28 and 831, which generally travel east/west and north/south respectively. The junction between these two highways, north-west of the Village, has recently been realigned from a 4-way stop into a traffic circle which has contributed to more streamlined traffic flows and fewer accidents.

Within the IDP area, direct access to the Village is achieved:

- Mainly, off highway 28 via County Range Road 193A which turns into the Village 50<sup>th</sup> or Main Street;
- Also, off highway 28 via County Range Road 193B, which turns into Village 52<sup>nd</sup> Street;

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- Off highway 831 via County Township Road 592, which turns into Village 50<sup>th</sup> Avenue before exiting the Village and forming a junction with County Range Road 193 which itself bounds the Village to the south-west, also shares junctions with highway 28 to the north.

Generally, Village roads are maintained to a paved urban-rural standard, and County, to an un-paved rural road standard.

The Iron Horse Trail also finds its western terminus at Waskatenau.

### Environmental Characteristics

The Village of Waskatenau is a generally flat portion of Smoky Lake County, next to a tributary water course (Waskatenau Creek) that flows into the nearby (south of the Village) North Saskatchewan River. Small stands of mixed boreal forest are located along the water course, and throughout the subject area. Lands to the south of the Village adjacent to the North Saskatchewan River are abundant with historic resources, as that area of the County is part of the Victoria District National Historic Site of Canada. These lands are also part of a larger 'blue and green' network of regional and provincial environmentally significant areas. The Village and County will also cooperate to enhance future trail connectivity and environmental stewardship goals.

Most undeveloped lands within the subject area are used for agriculture, with some low-lying wet areas and small mixed tree stands.

### Existing Land Uses

Within the Village are a variety of planned land uses. Residential development in the Village of Waskatenau primarily consists of low density, single-family ~~low-density, single-family~~ dwellings. Residential development adjacent to the Village consists of country residential style housing, on acreage-style lots and in association with agricultural operations.

Commercial developments within the Village include downtown-style shops and services, and large lot developments.

Recreational and community use developments in the subject area include community parks and outdoor recreational facilities, and the Waskatenau Creek Nature Trail and Train Trestle.

### Municipal Services



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The Village of Waskatenau provides municipal water (via the [Highway 28/63 Regional Water Line](#) which extends through the County) and community sewage treatment services to most of the Village including storm and sanitary sewer. All roadways within the Village are developed to an urban standard (paved with sidewalks).

A wide variety of 'soft' services exist within the Village and the subject area which are provided by a blend of municipal and community sources, including: the Waskatenau Equine Centre, a senior citizen's drop-in centre, the Royal Canadian Legion Cabin, a library, the Waskatenau Creek Nature Trail, Train Trestle, the Pine Creek Park and Campground, a regional volunteer fire department, a school, churches, and a variety of recreational facilities.

## **2.9 — Public Consultation**

### **Public Open House**

~~A public open house was held on January 22, 2014 at the Village of Waskatenau Office. The purpose of this meeting was to inform residents and stakeholders about the Village of Waskatenau + Smoky Lake County Intermunicipal Development Plan project and the Smoky Lake Region regional collaboration initiatives. This meeting was also used to gather local knowledge about past, present, and anticipated future development patterns, opportunities, and issues in the subject area. Approximately 15 people were in attendance for this meeting.~~



### 3 Intermunicipal Growth

#### 3.1 General Land Use Policies

1. Future subdivision and development shall be in accordance with this Plan. ~~Deviations from this plan shall require amendment to the plan as set out in this Plan and under the Municipal Government Act. Major deviations shall require an amendment to this Plan. Minor relaxations may be considered without an amendment to this Plan where the proponent can demonstrate to the satisfaction of the approving body and the Intermunicipal Planning Committee that the subdivision or development would maintain the intent of the policies contained within this Plan.~~  
~~However, if the Intermunicipal Planning Committee makes a recommendation on a relaxation to this Plan to a Council or an approving authority, that Council or authority shall strongly consider such recommendation.~~
2. The partner municipalities agree to work with development proponents and other regulators such as Alberta Transportation and Alberta Environment & Parks (AEP) to encourage the preparation of area structure plans and/or development concept plans, where required by this Plan ~~to assure certainty of land use and development standards.~~
3. New applications for Confined ~~f~~eeding ~~e~~Operations (CFOs) in subject area, or applications for the expansion of any existing confined feeding operations in the subject area, shall not be ~~allowed~~supported.
4. The Village and County will work together to provide an adequate inventory of suitable lands to attract a broad range of business and appropriate industry. ~~The Village and County, and~~ will encourage industries that generate large volumes of traffic or substantial traffic loads (in terms of either bulk or weight or potential hazard) to locate in such a manner as to minimize ~~any negative~~ traffic impact, such as the ~~need for traffic to travel through the Village~~ through-traffic.
5. Subdivision applicants shall dedicate a minimum of 30 metres of ~~e~~nvironmental ~~r~~eserve, in accordance with the provisions of the Municipal Government Act, adjacent to significant wetlands, water bodies and areas with a slope ~~in excess of~~ of more than 15 degrees.





~~5.6.~~ At the sole discretion of the Subdivision Authority for the affected municipality, the amount of ~~e~~Environmental ~~r~~Reserve required may be varied upward or expanded to accommodate unique site conditions such as steep slopes, bank instability, or pre-existing development.

~~6.7.~~ Subdivision applicants will be required to dedicate the full amount of Municipal Reserve owing in the forms provided for in the Municipal Government Act. The Village and County will consider establishing jointly-administered cash-in-lieu of ~~m~~Municipal ~~r~~Reserve fund, ~~into which reserve proceeds in the subject area would be placed for the purposes of undertaking capital works on regional recreational facilities.~~

~~7.8.~~ Smoky Lake County ~~shall~~may require a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of any amendment to the County Land Use Bylaw ~~to allow a substantial development within 1.6 km (1.0 mile) of the boundary of the Village of Waskatenau the the IDP area.~~

~~8.~~ ~~For the purposes of implementing this policy, the definition of the term "substantial" shall be as agreed upon by the consensus of Village and County administration. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.~~

### 3.2 Agricultural Land Use

The **Agricultural Land Use Area** identifies portions of the plan area that are currently used for agricultural or country residential purposes and lands that may be suitable for future agricultural developments.

The following policies apply to land within the Agricultural Land Use Area:

1. The Agricultural Land Use Area shall be those lands within the IDP area identified as **Agricultural** on **Map 5.1 - Future Land Use Areas**.
2. Agricultural operations in the Plan area are to be protected from encroachment by either competing or conflicting developments resulting from the premature conversion or agricultural land to other land uses.
3. Extensive Agriculture will be allowed within the plan area. Intensive Agriculture (excluding confined feeding operations) will be allowed, where provided for in the County's Land Use Bylaw. Subdivision and

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development applications for new ~~l~~intensive ~~a~~Agriculture developments and the expansion of existing ~~l~~intensive ~~a~~Agricultural developments will be circulated to the IPC for comments prior to the issuance of a decision by the County's approving (subdivision or development) authority. The IPC will review the application in relation to potential environmental and infrastructure impacts such as: siting of the proposed development in relation to prevailing winds, adjacent land uses, and the impacts on the transportation network.

4. ~~C~~ountry Residential development may occur within the Agricultural Land Use Area at the discretion of the Subdivision Authority ~~wherewhere~~ provided for in the Agricultural District and Highway Commercial District within the County's Land Use Bylaw.
5. Un-serviced Multi-lot Country residential development (more than 5 (five) country residential parcels per quarter section) will not be allowed.
6. Confined ~~F~~eeding ~~e~~Operations shall not be ~~allowed-supported~~ within the lands designated for Agricultural development in on **Map 5.1 - Future Land Use Areas**, because of potential negative impacts on the residential area within the Village.

### 3.3 Residential Land Use

The **Future Serviced a Residential Use** area identifies that portion of the subject area that is currently developed or identified for future urban residential development.

Land within the Future Serviced Residential Use area is generally intended for urban style residential development. For the purposes of this plan residential development is generally considered municipally serviced residential development while ~~e~~Country ~~r~~Residential development is considered residential development that is not serviced by municipal service; specifically, municipal sewer, water, and storm water management systems.

The following policies apply to land within the Future Residential Use area indicated on **Map 5.1 - Future Land Use Areas**.

1. The **Serviced Residential** use area shall be those lands within the Village of Waskatenau and Smoky Lake County identified as **Serviced Residential** on **Map 5.1 - Future Land Use Areas**.

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2. Land designated **Serviced Residential Use** within the subject area shall be developed in a predominantly residential neighbourhood form, with a mixture of residential densities, park and recreation uses, and, should the Development Concept Plan or Area Structure Plan for the area indicate, some small-scale, neighbourhood oriented commercial uses.
3. Undeveloped land within the subject area shall be buffered from uses that may have negative effects on future urban development by virtue of odour, heat, vibration, visual impact, noise, or light. This does not apply to such effects that arise during normal, non-intensive farm operations.
4. No development will be approved either within residential areas or adjacent to them which would, in the opinion of the Village or County, negatively impact ability to safely, efficiently and cost-effectively service the Future Residential Area.
5. The regulations for residential and accessory development in multi-lot residential developments shall be provided for in the Land Use Bylaws, of the Village of Waskatenau and Smoky Lake County.
6. The following requirements shall apply to new multi-lot residential developments:
  - a. internal road access shall be provided to each lot;
  - b. the minimum parcel size for serviced residential lots shall be the minimum lot size indicated in the Village's Land Use Bylaw for residential lots.

### 3.4 Commercial Land Use

The **Serviced and Un-Serviced Commercial Use** areas identify portions of the subject area that are currently developed or identified for future commercial development. The following policies apply to land within **Future Serviced and Un-Serviced Commercial Use** area and the **Serviced Commercial Use** area identified on **Map 5.1 - Future Land Use Areas**.

1. The **Future Serviced and Un-Serviced Commercial Use** area and the **Serviced Commercial Use** area shall be those lands within the Village and County identified as **Future Serviced or Un-Serviced Commercial Use** and **Serviced Commercial Use** area respectively on **Map 5.1 - Future Land Use Areas**.



~~2.~~ Land designated **Serviced and Un-Serviced Commercial Use** or **Serviced Commercial Use** area may develop in a wide range of commercial uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the Commercial Districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws.

~~3.2.~~ ~~Smoky Lake County may require that a Development Concept Plan or Area Structure be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a substantial commercial development within 1.6 km (1.0 mile) of the boundary of the Village of Waskatenau.~~ All new commercial development within the serviced commercial area shall be connected to municipal piped sanitary sewer and water services.

### 3.5 Industrial Land Use

The **Serviced or Un-Serviced Industrial Use** area identifies portions of the subject area that are currently developed or identified for future industrial or public utility development. The following policies apply to land within the Future Serviced and Un-Serviced Industrial Use area.

1. The **Future Serviced and Un-Serviced Industrial Use** area shall be those lands within the Village and County identified as **Future Serviced or Un-Serviced Industrial Use** area on **Map 5.1 - Future Land Use Areas**.
2. Land designated **Future Serviced or Un-Serviced Industrial Use** may develop in a wide range of industrial uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the Industrial Districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws.

### 3.6 Community Land Use Area

The **Community Use area** identifies that portion of the subject area that is currently developed for community and recreational use. It is the intent of this Plan that this area continues to be used for community and recreational purposes to provide benefit to both the Village and County. The following policies apply to land within the **Community Land Use area**.

1. The **Community Land Use Area** shall be those lands within the Village identified as Community Use area on **Map 5.1 - Future Land Use Areas**.

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2. Land designated **Community Use** may develop in a wide range of community uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the appropriate land use districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws.

### 3.7 Municipal Services and Road Policies

1. The Village of Waskatenau and Smoky Lake County shall establish strategies and standards for the orderly, efficient, and economical extension of wastewater collection, water distribution systems, storm water management and roads within the Plan area.
2. Some of the development strategies within the Plan area are intricately connected to the ability and need for municipal piped services.
3. Future servicing with municipal piped services may be required within the Future Residential Use area. If such services are not available due to cost or capacity limitations or other reasons, the area shall not be developed for serviced residential purposes unless it meets a minimum agreed residential development standard.
4. ~~Where it is deemed appropriate, necessary and/or desirable, further to this Plan, the~~ Village and County will endeavor to enter into and maintain an agreements respecting municipal piped services in the ~~subject-Plan~~ area.
5. Where proposed developments may impact intersections between Provincial highways and municipal roads, as shown on **Map 6.3 – Important Intersections**, additional consultation with Alberta Transportation will be required prior to approval by the Village and/or County.  
~~5.~~ This consultation may include the preparation of a Traffic Impact Assessment satisfactory to Alberta Transportation. All costs of the TIA and any corresponding intersection improvements will be the responsibility of the developer/proponent.
6. The Village and the County will continue to work cooperatively with Alberta Transportation to identify and mitigate traffic impacts and identify the scheduling of necessary improvements at the intersections of



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highways and municipal roads as shown on **Map 6.3 – Important Intersections**.

### 3.8 Social Services

The Waskatenau area provides a broad range of social services to the region. Social services within the Village of ~~Waskatenau~~ Waskatenau that are utilized by both Village and County residents include:

- Preschool to grade 12 school (Holy Family Catholic School)
- Family School liaison worker
- Pine Creek Baseball Park
- Equestrian Riding Arena
- Curling Arena
- Waskatenau and District Community Center
- Skateboard Park
- Outdoor ice rink
- Walking trails (including the Western trailhead for the Iron horse Trail)
- A fitness center
- Pine ~~€~~ Creek Campground
- Anne Chorney Public Library

There are also ~~a number of~~ several community groups and volunteer associations that provide services to increase the quality of life of residents throughout the district.

The Village and County collaborates with ~~all of~~ all the municipalities within the Smoky Lake Region on heritage initiatives and on joint economic development initiatives. The excellent working relationship between the Village and the County combined with a commitment to a regional approach to service delivery and economic development provides increased stability, ~~cooperation~~ cooperation, and opportunities for growth within the Plan area.





### 3.9 Emergency Services

Policing is provided within the Plan area by the RCMP in Smoky Lake. Ambulance services area also provided within the plan area by Alberta Health Services.

Fire protection is provided within the Plan Area ~~from via~~ the local Waskatenau Fire Hall and the wider Waskatenau Fire District. ~~The fire detachment, located in the Townout of Smoky Lake is also operated in collaboration with Smoky Lake County.~~

### 3.10 Development Concept Plans & Area Structure Plans

1. A Development Concept Plan or Area Structure Plan may describe, outline, or provide, among other matters, in text and map form:
  - a. a definition of the affected area and a description of the relationship between the affected area and surrounding lands;
  - b. an indication of the proposed land uses and the area of each land use;
  - c. an indication of the total number of dwelling units proposed on the quarter section;
  - d. policies and plans addressing buffering from adjacent land uses which may be affected by or which may affect a residential community;
  - e. policies respecting phasing, if any, including an indication of which lots will be developed first and how the development of these lots will be designed specifically to allow for further development of the subject quarter section into residential lots;
  - f. policies respecting environmental protection, habitat, ecological conservation, effect on the adjacent agricultural community, including any existing or potential confined feeding operations;
  - g. policies and plans addressing natural and man-made limitations to development, such as flood susceptibility, bank subsidence, erosion, railway lines, oil and gas wells, pipelines, and other facilities (including active, inactive, abandoned, and decommissioned facilities, sour gas, etc.), gravel operations or resources, airports, agricultural operations, historical resources, other nearby land uses, etc.;

- h. policies respecting built form, amenities, aesthetics, landscaping, architecture, buffering from potential limiting factors, dealing with the potential for land use conflict, etc.;
- i. policies and plans for necessary water supply, sanitary sewage disposal, and storm water management;
- j. as required, policies relating to:
  - i. the impact on adjacent land uses;
  - ii. the impact on community services, such as fire protection;
  - iii. the municipal servicing costs associated with the development, and landscaping; and
  - iv. wetland ~~mitigation~~management
- k. a Phase I Environmental Assessment, describing the possibility of contamination within the subject area and, if the Phase I indicates, a Phase II Environmental Assessment, describing the extent of any contamination within the subject area and the means of mitigation;
- l. sufficiently detailed engineering information ~~in sufficient detail is provided in accordance to any design standards to show how that is to be done;~~
- m. if the development is to provide water by a municipal piped water supply system, engineering information showing how that is to be done;
- n. if the development is to be supplied with water by means *other* than a municipal piped water supply system, a report which would satisfy the requirements of Section 23(3)(a) of the Water Act;
- o. an assessment of the general suitability of the Plan area for sewage disposal by tile field (percolation tests);
- p. a determination of any flood plains relating to any water bodies within or adjacent to the subject site, including a description as to how any flood plain lands will be made suitable for development without transferring the flood hazard to other lands;

## Intermunicipal Growth

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- q. an assessment of the stability of any banks (either steep slopes or watercourse valleys) within or adjacent to the subject site, including a description as to how any bank stability hazards will be mitigated without transferring the stability hazard to other lands;
  - r. a wetland assessment (prepared by a certified wetland professional) that delineates and classifies wetlands (onsite and offsite) that will be impacted by the proposed development.
  - s. if within 0.8 km of a Highway, a traffic impact assessment, indicating the vehicular generation from the development at various stages of development, and any roadway improvements that may be necessary on adjacent and nearby roads and Highways (and on their intersections) resulting from that vehicular generation;
  - t. an assessment of the site, indicating
    - i. how Environmental Reserves, Environmental Reserve Easements, Municipal Reserves, and other land management tools are to be used to protect significant biophysical sites,
    - ii. how all Provincial and Federal legislation and regulations are to be adhered to respecting wetlands, habitat, and environmentally sensitive lands;
  - u. an assessment of all other limitations to development, including potential and actual land use conflicts, which have been identified, indicating how the limitations and conflicts are to be accommodated, dealt with, and/or overcome; and
  - v. other policies and plans as may be indicated by the proponent or the municipality to address any unique circumstances of the Development Concept or Area Structure Plan area.
2. The level of detail required in a Development Concept Plan or Area Structure Plan shall be as agreed upon by the consensus of Village and County staffs. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.
  3. The process for considering a Development Concept Plan or Area Structure Plan for approval will be the same as for a major development proposal.



The approving authority shall be the Council of the municipality in which the site of the Development Concept Plan or Area Structure Plan is located.

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## 4 Plan Implementation

### 4.1 Implementation Policies

The Councils of the Village of Waskatenau and Smoky Lake County have agreed to the following implementation policies which will be used in implementing the policies contained in this Plan.

### 4.2 Plan Amendments

1. An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
2. An amendment to this Plan has no effect unless it is adopted by both municipalities by bylaw.

### 4.3 Annexation

1. There will continue to be a boundary between the Village of Waskatenau and Smoky Lake County for administration of services such as maintenance of infrastructure, waste management, development control, weed control, etc.
2. ~~There is a need for periodic expansion of the urban area, and thus the Village of Waskatenau, by annexation.~~ Annexations ~~will~~ occur from time to time in a positive, orderly, and timely manner with an agreed-upon process where there is a clear need for Village annexation to provide more land for urban development.
3. The Village of Waskatenau shall demonstrate reasonable need for annexation through appropriate growth studies to support annexation applications.
4. Each municipality shall protect lands identified in the Plan suitable for municipal piped services from land uses and developments that might unduly interfere with and create conflict with future urbanization.
5. Both municipalities shall follow the annexation process as outlined in the Municipal Government Act current at the time an annexation application is made.



#### 4.4 Cost/Revenue Sharing Schemes

1. Any agreements for cost and revenue sharing shall be to benefit the future development of land within the Plan's subject area.
2. The Village and County will explore cost and revenue sharing opportunities as development occurs and resulting from the review and approval process of Development Concept Plans or Area Structure Plans within the IDP area.

#### 4.5 Framework

1. This Plan is conceptual. Its policies do not delve into the finer details of land use, servicing or implementation but instead set out a framework of guidelines for municipal planning policies.
2. The Village of Waskatenau and Smoky Lake County will co-operate in pursuing mutually beneficial economic development initiatives that would attract investment and create employment opportunities in the Smoky Lake Region.
3. **Map 5.1 – Future Land Use Areas** of this Plan will be the primary land use document supplemented by implementation tools such as Development Concept Plans and Area Structure Plans.  
~~3.~~ The Village of Waskatenau and Smoky Lake County shall amend their respective Municipal Development Plans and Land Use Bylaws as necessary to be consistent with the policies and provisions of this Plan.

#### 4.6 Intermunicipal Planning Committee

1. The Intermunicipal Planning Committee will be established upon Third Reading of the Bylaws adopting this Plan.
2. The Intermunicipal Planning Committee will not be a decision-making body but will submit recommendations to the approving bodies of the respective municipalities, striving for consensus as much as possible.
3. The Intermunicipal Planning Committee will be comprised of two (2) members each of the Councils of the Village of Waskatenau and Smoky Lake County. It will select its own chair ~~person~~ and vice-chair ~~person~~.
- ~~3.~~ The Councils may appoint alternative members, should any member not be able to attend Committee meetings. Additionally, the Chief Administrative

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Officer or the Development Officer of each municipality shall be ex-officio members of the Committee.

4. The Intermunicipal Planning Committee shall establish its own rules of procedure, including its own schedule of meetings, with meetings being held as required.
5. The Intermunicipal Planning Committee shall not deal with all development matters within the [Village of Waskatenau + Smoky Lake County Intermunicipal Development Plan subject area](#). Rather, it will deal with all matters referred to it in the manner described in **Section 4.9** of this Plan.
6. The Intermunicipal Planning Committee has the following functions:
  - a. to clarify the intent and interpretation of the Plan;
  - b. to develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the subject area that reflect the policies and guidelines set out in this Plan;
  - c. to review and comment on applications to amend this Plan;
  - d. to review and comment on development matters referred to it in accordance with this Plan; and
  - e. to undertake such other matters as it deems reasonable and as are referred to it by either Council or municipal administration.
7. The Village of Waskatenau and Smoky Lake County agree that the County's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications received within subject area and that the Village's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications within the subject area.
8. Each municipality's Subdivision Authority and Development Authority will deal with an application within their own boundaries in accordance with the policies of this Plan.
9. Depending on the nature of the proposed subdivision or development, the Intermunicipal Planning Committee may provide recommendations related to the proposed development or subdivision.



#### 4.7 Dispute Resolution/Mediation Procedures

1. The dispute resolution process for matters related to this Plan is outlined in this section. ~~The emphasis of the dispute resolution process is mediation at the municipal level prior to an appeal to the Municipal Government Board.~~ This process assumes that the two parties may have significant differences of opinion on any ~~particular matter~~ matter and that third-party assistance may be necessary to help resolve the disputes.
2. For the purposes of this Plan, a dispute is defined as a disagreement between the Village of Waskatenau and Smoky Lake County on any statutory plan, any Land Use Bylaw, or any amendment to any statutory plan or Land Use Bylaw which is given First Reading by a Council, or any subdivision or development permit application, or any scheme for the provision of municipal services, which the other municipality deems may be inconsistent with the goals, objectives and policies of this Plan.
3. Decisions on all disputes will be made by the respective municipalities in accordance with the provisions of this Plan and the Municipal Government Act, but with review as indicated in **Section 4.7.5** of this Plan.
4. The Village of Waskatenau and Smoky Lake County agree to consider the establishment of an Intermunicipal Subdivision and Development Appeal Board in the future to deal with appeals arising from subdivision or development permit decisions within the subject area.
5. Disputes shall be addressed and shall be resolved through any of the following mechanisms either singularly or in combination with each other:
  - a. Administrative Review
  - b. Intermunicipal Planning Committee
  - c. Municipal Councils
  - d. Mediation
  - e. Non-binding Arbitration
  - f. Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board

g. Court Option

6. In the event of a dispute, the applicant municipality will not give approval to the matter in any way (e.g., development permit or subdivision approval, or Second or Third Reading of a bylaw) until the dispute is past the mediation stage.
7. The time limitations and legislative requirements as may be specified from time to time in the Municipal Government Act will be respected in relation to the administration of this dispute resolution procedure and may supersede the time processes provided for in this Plan.

#### 4.8 Administrative Review

1. The municipality within which any development, subdivision, land use bylaw amendment, servicing scheme, or other matter is proposed (hereinafter referred to as “the ~~applicant Applicant Municipality~~”) will provide complete information concerning the matter to both the other municipality and to the Intermunicipal Planning Committee.  
~~1.~~ The other municipality (hereinafter referred to as “the ~~responding Responding municipality Municipality~~”) will undertake an evaluation of the matter and provide comments to the administration of the ~~applicant Applicant municipality Municipality~~.
2. If there is any concern, the two administrations shall discuss the issue and attempt to resolve the matter.
3. If the administrations resolve the concern, the ~~responding Responding municipality Municipality~~ will formally notify the ~~applicant Applicant municipality Municipality~~ and the Intermunicipal Planning Committee, and the ~~applicant Applicant municipality Municipality~~ will take the appropriate actions to consider approving the matter.
4. If the issue is not resolved at the administrative level, the ~~applicant Applicant municipality's Municipality's~~ administration shall refer the matter to the Intermunicipal Planning Committee.
5. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the ~~Municipal District County~~ and Village will present their positions on the matter to the Committee.

Implementation



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6. After consideration of a matter, the Committee may:
  - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
  - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
  - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
  - d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
  - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or
  - f. undertake any other action it deems reasonable.

**4.9 Intermunicipal Planning Committee**

1. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the County and the Village will present their positions on the matter to the Committee.
2. After consideration of a matter, the Committee may:
  - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
  - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
  - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
  - d. if agreed to by both municipalities, employ a facilitator to help the Committee work toward a consensus position;

- e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or undertake any other action it deems reasonable.

#### 4.10 Municipal Councils

1. After receiving the recommendations of the Intermunicipal Planning Committee with respect to a particular matter, each Council will establish a position on the matter.
2. If both municipal Councils agree on a matter, then the consideration of approval (including, if necessary, an amendment process) can be completed. If neither Council supports the matter, then no further action will be undertaken.
3. If the Councils cannot agree on a matter, then the matter may be referred to a mediation process.
4. If the matter goes to mediation, the ~~applicant~~ Applicant municipality Municipality will not give any approval to the matter until mediation has been pursued.

#### 4.11 Mediation

1. The following will be required before a mediation process can proceed:
  - a. agreement by both Councils that mediation is necessary;
  - b. appointment by both Councils of an equal number of elected officials to participate in a mediation process;
  - c. engagement, at equal cost to both municipalities, of an impartial independent mediator agreed to by both municipalities; and
  - d. approval by both municipalities of a mediation schedule, including the time and location of meetings and a deadline for the completion of the mediation process.
2. If agreed to by both municipalities, any members of the Intermunicipal Planning Committee or administrative staff from either municipality who are not participating directly in the mediation process may ~~act as~~ function as information resources either directly or indirectly to the mediation process.



3. All participants in the mediation process will be required to keep details of the mediation confidential until the conclusion of the mediation.
4. At the conclusion of the mediation, the mediator will submit a mediator's report to both Councils.
5. If a mediated agreement is reached, then that agreement will be referred to both Councils for action. Both Councils will consider the mediator's report and the respective positions of the municipal administrations with respect to the mediated agreement.
5. Any mediated agreement will not be binding on either municipality, and will be subject to the formal approval of both Councils.
6. If no mediated agreement can be reached or if both Councils do not approve a mediated agreement, then a non-binding arbitration process as described below may be initiated.

#### 4.12 Non-Binding Arbitration

1. The following will be required before a non-binding arbitration process can proceed:
  - a. agreement by both Councils that non-binding arbitration is necessary;
  - b. appointment by both Councils of officials to participate in the non-binding arbitration process;
  - c. engagement, at equal cost to both municipalities, of an impartial and independent arbitrator agreed to by both municipalities; and
  - d. approval by both municipalities of an arbitration schedule, including the time and location of meetings and a deadline for the completion of the process.
2. At the conclusion of the non-binding arbitration, the arbitrator will submit a report to both Councils.
3. If both Councils agree, then the arbitrator's recommendations will be implemented by the Council or Councils as necessary. Any arbitrator's decision will not be binding on either municipality unless both municipalities concur and will be subject to the formal approval of both Councils.



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4. If no agreement can be reached to abide by the arbitrator’s decision or if both Councils do not approve the arbitrator’s recommendation, then an appeal process may be initiated if provided for under the provisions of the Municipal Government Act. If there is no appeal process available, then the applicant municipality may proceed with any approvals as are allowed.

**4.13 Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board**

1. If the mediation process fails, the ~~applicant~~ Applicant municipality ~~Municipality~~ may approve the matter (e.g., a Land Use Bylaw amendment, a development permit approval, etc.).
2. If the ~~applicant~~ Applicant municipality ~~Municipality~~ passes a bylaw to implement the matter, then the ~~responding~~ Responding municipality ~~Municipality~~ may appeal that action to the Municipal Government Board under the provisions of Section 690 of the Municipal Government Act in accordance with that Act.
3. If the appeal of the matter is to the ~~applicant~~ Applicant municipality’s ~~Municipality’s~~ Subdivision and Development Appeal Board, the ~~responding~~ Responding municipality ~~Municipality~~ may appeal that action to the Subdivision and Development Appeal Board as it sees fit.
4. If there is no appeal available pursuant to the Act, then the ~~responding~~ Responding municipality ~~Municipality~~ may wish to pursue a Court option.

**4.14 Court Option**

1. After any action by the Municipal Government Board, or the ~~applicant~~ Applicant municipality’s ~~Municipality’s~~ Council or Subdivision and Development Appeal Board from which there is no further appeal, the ~~responding~~ Responding municipality ~~Municipality~~ will have the option, should it so choose, of undertaking a court challenge of the matter.

**4.15 Intermunicipal Development Plan Termination**

1. Should circumstances arise that result in the repeal of this IDP, both municipalities shall repeal the IDP, and replace with a new IDP as required under the Municipal Government Act, RSA 2000, as amended.



2. Should both municipalities agree not to adopt an IDP, they must both adopt a resolution of Council to that affect. The adoption of such a resolution does not prevent either of the municipalities for requiring the other to enter into an IDP at a future date, subject to the provisions of the Municipal Government Act.

~~1. The Plan is renewable by resolution of both Councils before the 5th anniversary of the third reading of the Bylaws adopting this Plan and every 5 years thereafter. Failure to renew this Plan by both municipalities by the 5th anniversary will cause the Plan to lapse and cease to exist.~~

Implementation



**5 Future Land Use Areas**

**5.1 - Future Land Use Areas**

Future Land Use



**6 Appendix A – Information Maps**

6.1 – CLI Agriculture

6.2 – *Local Features*

6.3 – Important Intersections

Appendix A



6.1 – CLI Agriculture

Appendix A



6.2 – Local Features

Appendix A



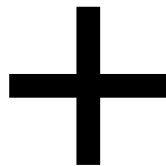
6.3 – Important Intersections

Appendix A





Village of Waskatenau + Smoky Lake County  
Intermunicipal Development Plan Bylaw 1424-22





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## 1 Interpretation

### 1.1 Definitions

1. **Area Structure Plan** is a statutory plan that establishes the general planning framework for future subdivision and development of an area of undeveloped land.
2. **Building** includes anything, whether temporary or permanent, constructed or placed on, in, over, or under land but does not include a highway or road or a bridge forming part of a highway or road;
3. **Confined Feeding Operation** means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds. Confined Feeding Operations are regulated under the Agricultural Operation Practices Act (AOPA) in Alberta.
4. **Country Residential** means any development located in a rural area which is situated on a lot used solely for private residential purposes and accessory uses and is not connected to municipal sewer and water services. The dwelling unit may be occupied permanently or seasonally.
5. **Development** means:
  - a. an excavation or stockpile and the creation of either of them, or
  - b. a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
  - c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
  - d. a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;

6. **Development Authority** means the Development Authority established by the Village of Waskatenau and the Smoky Lake County Development Authority Bylaws;
7. **Environmental Reserve** means land considered undevelopable because of its natural features or location (e.g., unstable slopes, shoreline areas, etc.) that is dedicated to the municipality at the time of subdivision by the landowner, as provided for in the Municipal Government Act;
8. **Environmental Reserve Easement** is an easement that is registered on the title of a parcel of land in favour of the municipality for the purpose of the protection and enhancement of the environment;
9. **Extensive Agriculture** means the use of land or buildings, including the first dwelling or manufactured home, an agricultural operation which require large tracts of land (usually in the order of 80 ac. (32.4 ha.) or more). This use may include the outdoor cultivation of industrial hemp, but does not include intensive agriculture, cannabis production and distribution, or a confined feeding operation which requires either a registration or an approval under Part 2 of the Agricultural Operations Practices Act, R.S.A. 2000, c. A-7, as amended or replaced.
10. **Farmstead** means the currently inhabited or formerly inhabited residence or other improvements connected with a farm or an intensive agricultural use. Farmstead also includes a currently vacant site, which is intended to be used as a country residence;
11. **Fragmented Parcel** means a parcel of land or a part of a parcel of land that is separated from the balance of the parcel of land by a natural barrier such as a river or coulee, or by a physical barrier such as a road, railroad, or highway;
12. **Intensive Agriculture** means an agricultural operation which raises crops on a land-intensive basis. Intensive agriculture includes, greenhouses, silviculture and sod farms, but does not include confined feeding operations cannabis production and distribution or industrial hemp production and distribution facilities.
13. **Multi-lot Country Residential Development** means any subdivision, which will create two or more country residential or farmstead lots on a quarter section.



14. **Municipal Reserve** is land (or cash-in-lieu of land, or both) dedicated by a landowner to the municipality at the time of subdivision for the purpose of providing parks, recreation facilities and school sites as provided for in the Municipal Government Act;
15. **Public Utility** means a public utility, as defined in the Act. More specifically, a public utility means:
  - a. a system, works, plant, equipment or service for the production, transmission, delivery or furnishing of water, heat, light, or power supplied by means other than electricity, either directly or indirectly to or for the public;
  - b. an oil pipeline the proprietor of which is declared by the Energy Resources Conservation Commission to be a common carrier; and
  - c. an electric utility; (Section 1(i) Public Utilities Act 2010 as Consolidated).





## 2 Introduction

### 2.1 Purpose

The purpose of this intermunicipal development plan is to identify and communicate a plan for improving regional collaboration in the areas of intermunicipal growth, land use, infrastructure, recreation, social, and emergency services planning, and joint service provision.

These documents were structured so that to further their implementation they could be approved by the respective Councils of the partner municipalities as Intermunicipal Development Plans.

The adoption of this Intermunicipal Development Plan provides the Village and the County with a joint future land use plan to help guide growth and development within the plan area.

### 2.2 Approach

This Plan utilizes a comprehensive approach to land-use planning. In practice, this means that local information, specialized viewpoints, and environmental stewardship practices are used in the decision-making process for land use and development.

This approach considers both the past and present human and physical environments. Considering where the community has been, where it is presently and where it wants to go enables both municipalities to set in place a Plan for how to reach their desired destination. This approach to planning assumes that the Plan's policies and subsequent decisions will be based on careful consideration of environmental information, stakeholder interests and municipal goals and objectives. This approach offers communities the opportunity to provide widely-accepted and lasting solutions to development and land use management issues.

### 2.3 Goals

The goals of this Plan are to assist the Smoky Lake Region achieve the following short- and long-term benefits:

#### **Short Term Benefits**



- Provide all municipalities within the region with a service delivery tool or Plan to assist with determining the viability of regional municipal service delivery.
- Develop a new committee/board to better facilitate inter-municipal and intra-regional cooperation relating to economic AND community development issues, opportunities, and challenges.
- Increase overall community and economic development capacity building essential to both short term and longer-term community viability, sustainability, and quality of life.
- Develop a more effective process and planning strategy for coordinating intermunicipal growth, land use, infrastructure, recreation, social services, and emergency services.

#### Long Term Benefits

- The development and implementation of a regional framework that strengthens regional collaboration and integrated regional service delivery models to increase efficiencies and provide a stronger more unified approach to addressing the issues identified as important to community members within the Smoky Lake Region.
- Increased business/investment attraction “presence” throughout the Smoky Lake Region.
- Improved business retention, growth, and business attraction throughout the region.
- Improved regional fiscal and financial sustainability.
- Increased opportunities for leveraging regional strengths into regional competitive advantages.

## 2.4 Enactment

The policies contained within this Plan come into force once the Councils of the Village of Waskatenau and Smoky Lake County have each given Third Reading to the bylaws adopting the Village of Waskatenau + Smoky Lake County Intermunicipal Development Plan.



## 2.5 Duration

This Plan will establish, in general terms, the general land use patterns, together with the conditions upon which the provision of municipal services may occur in the subject area, and mutually agreed policy directions for the next 25 years following the adoption of the Plan.

While this Plan is meant to be a long-range planning document, it is intended that regular monitoring, review, and periodic amendments may be required for policies in the Plan to remain current with changing development trends and growth within the region. A process for amending the Plan has been established as a part of this Plan.

The Plan should be reviewed every five years from the date on which the Plan comes into effect to ensure that it is still current and meets the needs of the Village of Waskatenau, Smoky Lake County, and the entire Smoky Lake Region.

## 2.6 Enabling Legislation

The provincial legislation that allows one or more municipalities to adopt an Intermunicipal Development Plan is the Municipal Government Act.

Section 631 of the Municipal Government Act states, in part:

(1) Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries ...must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).

(8) An intermunicipal development plan

(a) **must** address



- (i) the future land use within the area,
- (ii) the manner of and the proposals for future development in the area,
- (iii) the provision of transportation systems for the area, either generally or specifically,
- (iv) the co-ordination of intermunicipal programs relating to the physical, social, and economic development of the area,
- (v) environmental matters within the area, either generally or specifically, and
- (vi) any other matter related to the physical, social, or economic development of the area that the councils consider necessary, and

(b) **must** include

- (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,
- (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
- (iii) provisions relating to the administration of the plan.

The procedure for adopting an Intermunicipal Development Plan is described in Section 692 of the Municipal Government Act.

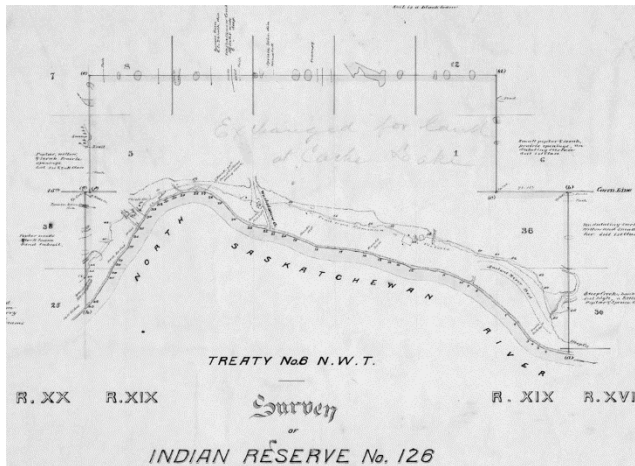
## 2.7 Subject Area Boundary

The area of the Village of Waskatenau and Smoky Lake County to which this Plan applies is identified on **5.1 - Future Land Use Areas**.



## 2.8 Subject Area Profile

### Location and History



'Waskatenau' comes from the Cree word 'Washatanow' which is a translation of the Cree "opening in the riverbank" is formerly home to the band of Chief "Bear's Ears". After the signing of Treaty 6, the band which numbered about 60 souls initially settled on the nearby 'Bear's Ears Indian Reserve No.

126' in 1889 but this was forcibly surrendered back to the federal government 1896, and the band was 60 miles east to Saddle Lake. The former Reserve was renamed the district of Pine Creek and was made available for settlers in 1904. By 1912, nearly all homesteads in the area had been claimed.

Unlike some other areas of Smoky Lake County, which became home to a concentration of immigrants with similar origins, settlers in the Waskatenau area arrived from places as diverse as the United States, Scandinavia, the British Isles and Eastern Europe.

The Village of Waskatenau came into existence in 1919 after the arrival of the railway. By 1929 Waskatenau was thriving and included: four general stores, a hardware store, two barber shops, one pool hall, one bank, a meat market, two confectionery shops, one boarding house, one hotel, two restaurants, two blacksmiths, two garages, five grain elevators, one bakery, two lawyers, one doctor, a skating rink, a community hall, two churches and a three room school as well as fifteen organizations. In 1932 Waskatenau was incorporated into a village.

Major resource extraction and industrial development in Alberta has had a significant impact on the Village of Waskatenau. While the Village does not currently include major resource extraction or industrial developments, many Village residents work in natural resource extraction industries, or for industries outside of the Village. Although indirect, regional resource extraction and industrial developments are crucial factors in the Village's social and economic viability.





Local Features are identified on **Map 6.2 - Local Features** in Appendix A.

### **Transportation**

The IDP area encompasses segments of two provincial highways: 28 and 831, which generally travel east/west and north/south respectively. The junction between these two highways, north-west of the Village, has recently been realigned from a 4-way stop into a traffic circle which has contributed to more streamlined traffic flows and fewer accidents.

Within the IDP area, direct access to the Village is achieved:

- Mainly, off highway 28 via County Range Road 193A which turns into the Village 50<sup>th</sup> or Main Street;
- Also, off highway 28 via County Range Road 193B, which turns into Village 52<sup>nd</sup> Street;
- Off highway 831 via County Township Road 592, which turns into Village 50<sup>th</sup> Avenue before exiting the Village and forming a junction with County Range Road 193 which itself bounds the Village to the south-west, also shares junctions with highway 28 to the north.

Generally, Village roads are maintained to a paved urban-rural standard, and County, to an un-paved rural road standard.

The Iron Horse Trail also finds its western terminus at Waskatenau.

### **Environmental Characteristics**

The Village of Waskatenau is in a generally flat portion of Smoky Lake County, next to a tributary water course (Waskatenau Creek) that flows into the nearby (south of the Village) North Saskatchewan River. Small stands of mixed boreal forest are located along the water course, and throughout the subject area. Lands to the south of the Village adjacent to the North Saskatchewan River are abundant with historic resources, as that area of the County is part of the Victoria District National Historic Site of Canada. These lands are also part of a larger 'blue and green' network of regional and provincial environmentally significant areas. The Village and County will also cooperate to enhance future trail connectivity and environmental stewardship goals.



Most undeveloped lands within the subject area are used for agriculture, with some low-lying wet areas and small mixed tree stands.

### **Existing Land Uses**

Within the Village are a variety of planned land uses. Residential development in the Village of Waskatenau primarily consists of low-density, single-family dwellings. Residential development adjacent to the Village consists of country residential style housing, on acreage-style lots and in association with agricultural operations.

Commercial developments within the Village include downtown-style shops and services, and large lot developments.

Recreational and community use developments in the subject area include community parks and outdoor recreational facilities, and the Waskatenau Creek Nature Trail and Train Trestle.

### **Municipal Services**

The Village of Waskatenau provides municipal water (via the Highway 28/63 Regional Water Line which extends through the County) and community sewage treatment services to most of the Village including storm and sanitary sewer. All roadways within the Village are developed to an urban standard (paved with sidewalks).

A wide variety of 'soft' services exist within the Village and the subject area which are provided by a blend of municipal and community sources, including: the Waskatenau Equine Centre, a senior citizen's drop-in centre, the Royal Canadian Legion Cabin, a library, the Waskatenau Creek Nature Trail, Train Trestle, the Pine Creek Park and Campground, a regional volunteer fire department, a school, churches, and a variety of recreational facilities.



### 3 Intermunicipal Growth

#### 3.1 General Land Use Policies

1. Future subdivision and development shall be in accordance with this Plan. Deviations from this plan shall require amendment to the plan as set out in this Plan and under the Municipal Government Act.
2. The partner municipalities agree to work with development proponents and other regulators such as Alberta Transportation and Alberta Environment & Parks (AEP) to encourage the preparation of area structure plans and/or development concept plans, where required by this Plan.
3. New applications for Confined Feeding Operations (CFOs) in subject area, or applications for the expansion of any existing confined feeding operations in the subject area, shall not be supported.
4. The Village and County will work together to provide an adequate inventory of suitable lands to attract a broad range of business and appropriate industry. The Village and County will encourage industries that generate large volumes of traffic or substantial traffic loads (in terms of either bulk or weight or potential hazard) to locate in such a manner as to minimize negative traffic impact, such as the Village through-traffic.
5. Subdivision applicants shall dedicate a minimum of 30 metres of Environmental Reserve, in accordance with the provisions of the Municipal Government Act adjacent to significant wetlands, water bodies and areas with a slope of more than 15 degrees.
6. At the sole discretion of the Subdivision Authority for the affected municipality, the amount of Environmental Reserve required may be varied upward or expanded to accommodate unique site conditions such as steep slopes, bank instability, or pre-existing development.
7. Subdivision applicants will be required to dedicate the full amount of Municipal Reserve owing in the forms provided for in the Municipal Government Act. The Village and County will consider establishing jointly-administered cash-in-lieu of Municipal Reserve fund.
8. Smoky Lake County may require a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of an amendment to the County Land Use Bylaw the the IDP area.



### 3.2 Agricultural Land Use

The **Agricultural Land Use Area** identifies portions of the plan area that are currently used for agricultural or country residential purposes and lands that may be suitable for future agricultural developments.

The following policies apply to land within the Agricultural Land Use Area:

1. The Agricultural Land Use Area shall be those lands within the IDP area identified as **Agricultural** on **Map 5.1 - Future Land Use Areas**.
2. Agricultural operations in the Plan area are to be protected from encroachment by either competing or conflicting developments resulting from the premature conversion or agricultural land to other land uses.
3. Extensive Agriculture will be allowed within the plan area. Intensive Agriculture (excluding confined feeding operations) will be allowed, where provided for in the County's Land Use Bylaw. Subdivision and development applications for new Intensive Agriculture developments and the expansion of existing Intensive Agricultural developments will be circulated to the IPC for comments prior to the issuance of a decision by the County's approving (subdivision or development) authority. The IPC will review the application in relation to potential environmental and infrastructure impacts such as: siting of the proposed development in relation to prevailing winds, adjacent land uses, and the impacts on the transportation network.
4. Country Residential development may occur within the Agricultural Land Use Area at the discretion of the Subdivision Authority where provided for in the Agricultural District and Highway Commercial District within the County's Land Use Bylaw.
5. Un-serviced Multi-lot Country residential development (more than 5 (five) country residential parcels per quarter section) will not be allowed.
6. Confined Feeding Operations shall not be supported within the lands designated for Agricultural development in on **Map 5.1 - Future Land Use Areas**, because of potential negative impacts on the residential area within the Village.



### 3.3 Residential Land Use

The **Future Serviced a Residential Use** area identifies that portion of the subject area that is currently developed or identified for future urban residential development.

Land within the Future Serviced Residential Use area is generally intended for urban style residential development. For the purposes of this plan residential development is generally considered municipally serviced residential development while Country Residential development is considered residential development that is not serviced by municipal service; specifically, municipal sewer, water, and storm water management systems.

The following policies apply to land within the Future Residential Use area indicated on **Map 5.1 - Future Land Use Areas**.

1. The **Serviced Residential** use area shall be those lands within the Village of Waskatenau and Smoky Lake County identified as **Serviced Residential** on **Map 5.1 - Future Land Use Areas**.
2. Land designated **Serviced Residential Use** within the subject area shall be developed in a predominantly residential neighbourhood form, with a mixture of residential densities, park and recreation uses, and should the Development Concept Plan or Area Structure Plan for the area indicate, some small-scale, neighbourhood oriented commercial uses.
3. Undeveloped land within the subject area shall be buffered from uses that may have negative effects on future urban development by virtue of odour, heat, vibration, visual impact, noise, or light. This does not apply to such effects that arise during normal, non-intensive farm operations.
4. No development will be approved either within residential areas or adjacent to them which would, in the opinion of the Village or County, negatively impact ability to safely, efficiently and cost-effectively service the Future Residential Area.
5. The regulations for residential and accessory development in multi-lot residential developments shall be provided for in the Land Use Bylaws, of the Village of Waskatenau and Smoky Lake County.
6. The following requirements shall apply to new multi-lot residential developments:



- a. internal road access shall be provided to each lot;
- b. the minimum parcel size for serviced residential lots shall be the minimum lot size indicated in the Village's Land Use Bylaw for residential lots.

### 3.4 Commercial Land Use

The **Serviced and Un-Serviced Commercial Use** areas identify portions of the subject area that are currently developed or identified for future commercial development. The following policies apply to land within **Future Serviced and Un-Serviced Commercial Use** area and the **Serviced Commercial Use** area identified on **Map 5.1 - Future Land Use Areas**.

1. The **Future Serviced and Un-Serviced Commercial Use** area and the **Serviced Commercial Use** area shall be those lands within the Village and County identified as **Future Serviced or Un-Serviced Commercial Use** and **Serviced Commercial Use** area respectively on **Map 5.1 - Future Land Use Areas**.
2. Land designated **Serviced and Un-Serviced Commercial Use** or **Serviced Commercial Use** area may develop in a wide range of commercial uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the Commercial Districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws. All new commercial development within the serviced commercial area shall be connected to municipal piped sanitary sewer and water services.

### 3.5 Industrial Land Use

The **Serviced or Un-Serviced Industrial Use** area identifies portions of the subject area that are currently developed or identified for future industrial or public utility development. The following policies apply to land within the **Future Serviced and Un-Serviced Industrial Use** area.

1. The **Future Serviced and Un-Serviced Industrial Use** area shall be those lands within the Village and County identified as **Future Serviced or Un-Serviced Industrial Use** area on **Map 5.1 - Future Land Use Areas**.
2. Land designated **Future Serviced or Un-Serviced Industrial Use** may develop in a wide range of industrial uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in



the Industrial Districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws.

### 3.6 Community Land Use Area

The **Community Use area** identifies that portion of the subject area that is currently developed for community and recreational use. It is the intent of this Plan that this area continues to be used for community and recreational purposes to provide benefit to both the Village and County. The following policies apply to land within the **Community Land Use area**.

1. The **Community Land Use Area** shall be those lands within the Village identified as Community Use area on **Map 5.1 - Future Land Use Areas**.
2. Land designated **Community Use** may develop in a wide range of community uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the appropriate land use districts of the Village of Waskatenau and Smoky Lake County Land Use Bylaws.

### 3.7 Municipal Services and Road Policies

1. The Village of Waskatenau and Smoky Lake County shall establish strategies and standards for the orderly, efficient, and economical extension of wastewater collection, water distribution systems, storm water management and roads within the Plan area.
2. Some of the development strategies within the Plan area are intricately connected to the ability and need for municipal piped services.
3. Future servicing with municipal piped services may be required within the Future Residential Use area. If such services are not available due to cost or capacity limitations or other reasons, the area shall not be developed for serviced residential purposes unless it meets a minimum agreed residential development standard.
4. The Village and County will endeavor to enter into and maintain an agreement respecting municipal piped services in the Plan area.
5. Where proposed developments may impact intersections between Provincial highways and municipal roads, as shown on **Map 6.3 – Important Intersections**, additional consultation with Alberta





Transportation will be required prior to approval by the Village and/or County.

This consultation may include the preparation of a Traffic Impact Assessment satisfactory to Alberta Transportation. All costs of the TIA and any corresponding intersection improvements will be the responsibility of the developer/proponent.

6. The Village and the County will continue to work cooperatively with Alberta Transportation to identify and mitigate traffic impacts and identify the scheduling of necessary improvements at the intersections of highways and municipal roads as shown on **Map 6.3 – Important Intersections**.

### 3.8 Social Services

The Waskatenau area provides a broad range of social services to the region. Social services within the Village of Waskatenau that are utilized by both Village and County residents include:

- Preschool to grade 12 school (Holy Family Catholic School)
- Family School liaison worker
- Pine Creek Baseball Park
- Equestrian Riding Arena
- Curling Arena
- Waskatenau and District Community Center
- Skateboard Park
- Outdoor ice rink
- Walking trails (including the Western trailhead for the Iron horse Trail)
- A fitness center
- Pine Creek Campground
- Anne Chorney Public Library



There are also several community groups and volunteer associations that provide services to increase the quality of life of residents throughout the district.

The Village and County collaborate with all the municipalities within the Smoky Lake Region on heritage initiatives and on joint economic development initiatives. The excellent working relationship between the Village and the County combined with a commitment to a regional approach to service delivery and economic development provides increased stability, cooperation, and opportunities for growth within the Plan area.

### **3.9 Emergency Services**

Policing is provided within the Plan area by the RCMP in Smoky Lake. Ambulance services area also provided within the plan area by Alberta Health Services.

Fire protection is provided within the Plan Area via the local Waskatenau Fire Hall and the wider Waskatenau Fire District.

### **3.10 Development Concept Plans & Area Structure Plans**

1. A Development Concept Plan or Area Structure Plan may describe, outline, or provide, among other matters, in text and map form:
  - a. a definition of the affected area and a description of the relationship between the affected area and surrounding lands;
  - b. an indication of the proposed land uses and the area of each land use;
  - c. an indication of the total number of dwelling units proposed on the quarter section;
  - d. policies and plans addressing buffering from adjacent land uses which may be affected by or which may affect a residential community;
  - e. policies respecting phasing, if any, including an indication of which lots will be developed first and how the development of these lots will be designed specifically to allow for further development of the subject quarter section into residential lots;



- f. policies respecting environmental protection, habitat, ecological conservation, effect on the adjacent agricultural community, including any existing or potential confined feeding operations;
- g. policies and plans addressing natural and man-made limitations to development, such as flood susceptibility, bank subsidence, erosion, railway lines, oil and gas wells, pipelines, and other facilities (including active, inactive, abandoned, and decommissioned facilities, sour gas, etc.), gravel operations or resources, airports, agricultural operations, historical resources, other nearby land uses, etc.;
- h. policies respecting built form, amenities, aesthetics, landscaping, architecture, buffering from potential limiting factors, dealing with the potential for land use conflict, etc.;
- i. policies and plans for necessary water supply, sanitary sewage disposal, and storm water management;
- j. as required, policies relating to:
  - i. the impact on adjacent land uses;
  - ii. the impact on community services, such as fire protection;
  - iii. the municipal servicing costs associated with the development, and landscaping; and
  - iv. wetland management
- k. a Phase I Environmental Assessment, describing the possibility of contamination within the subject area and, if the Phase I indicates, a Phase II Environmental Assessment, describing the extent of any contamination within the subject area and the means of mitigation;
- l. sufficiently detailed engineering information is provided in accordance to any design standards;
- m. if the development is to provide water by a municipal piped water supply system, engineering information showing how that is to be done;



- n. if the development is to be supplied with water by means *other* than a municipal piped water supply system, a report which would satisfy the requirements of Section 23(3)(a) of the Water Act;
- o. an assessment of the general suitability of the Plan area for sewage disposal by tile field (percolation tests);
- p. a determination of any flood plains relating to any water bodies within or adjacent to the subject site, including a description as to how any flood plain lands will be made suitable for development without transferring the flood hazard to other lands;
- q. an assessment of the stability of any banks (either steep slopes or watercourse valleys) within or adjacent to the subject site, including a description as to how any bank stability hazards will be mitigated without transferring the stability hazard to other lands;
- r. a wetland assessment (prepared by a certified wetland professional) that delineates and classifies wetlands (onsite and offsite) that will be impacted by the proposed development.
- s. if within 0.8 km of a Highway, a traffic impact assessment, indicating the vehicular generation from the development at various stages of development, and any roadway improvements that may be necessary on adjacent and nearby roads and Highways (and on their intersections) resulting from that vehicular generation;
- t. an assessment of the site, indicating
  - i. how Environmental Reserves, Environmental Reserve Easements, Municipal Reserves, and other land management tools are to be used to protect significant biophysical sites,
  - ii. how all Provincial and Federal legislation and regulations are to be adhered to respecting wetlands, habitat, and environmentally sensitive lands;
- u. an assessment of all other limitations to development, including potential and actual land use conflicts, which have been identified, indicating how the limitations and conflicts are to be accommodated, dealt with, and/or overcome; and

- v. other policies and plans as may be indicated by the proponent or the municipality to address any unique circumstances of the Development Concept or Area Structure Plan area.
2. The level of detail required in a Development Concept Plan or Area Structure Plan shall be as agreed upon by the consensus of Village and County staffs. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.
3. The process for considering a Development Concept Plan or Area Structure Plan for approval will be the same as for a major development proposal. The approving authority shall be the Council of the municipality in which the site of the Development Concept Plan or Area Structure Plan is located.





## **4 Plan Implementation**

### **4.1 Implementation Policies**

The Councils of the Village of Waskatenau and Smoky Lake County have agreed to the following implementation policies which will be used in implementing the policies contained in this Plan.

### **4.2 Plan Amendments**

1. An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
2. An amendment to this Plan has no effect unless it is adopted by both municipalities by bylaw.

### **4.3 Annexation**

1. There will continue to be a boundary between the Village of Waskatenau and Smoky Lake County for administration of services such as maintenance of infrastructure, waste management, development control, weed control, etc.
2. Annexations occur from time to time in a positive, orderly, and timely manner with an agreed-upon process where there is a clear need for Village annexation to provide more land for urban development.
3. The Village of Waskatenau shall demonstrate reasonable need for annexation through appropriate growth studies to support annexation applications.
4. Each municipality shall protect lands identified in the Plan suitable for municipal piped services from land uses and developments that might unduly interfere with and create conflict with future urbanization.
5. Both municipalities shall follow the annexation process as outlined in the Municipal Government Act current at the time an annexation application is made.

### **4.4 Cost/Revenue Sharing Schemes**

1. Any agreements for cost and revenue sharing shall be to benefit the future development of land within the Plan's subject area.



2. The Village and County will explore cost and revenue sharing opportunities as development occurs and resulting from the review and approval process of Development Concept Plans or Area Structure Plans within the IDP area.

#### 4.5 Framework

1. This Plan is conceptual. Its policies do not delve into the finer details of land use, servicing or implementation but instead set out a framework of guidelines for municipal planning policies.
2. The Village of Waskatenau and Smoky Lake County will co-operate in pursuing mutually beneficial economic development initiatives that would attract investment and create employment opportunities in the Smoky Lake Region.
3. **Map 5.1 – Future Land Use Areas** of this Plan will be the primary land use document supplemented by implementation tools such as Development Concept Plans and Area Structure Plans.

The Village of Waskatenau and Smoky Lake County shall amend their respective Municipal Development Plans and Land Use Bylaws as necessary to be consistent with the policies and provisions of this Plan.

#### 4.6 Intermunicipal Planning Committee

1. The Intermunicipal Planning Committee will be established upon Third Reading of the Bylaws adopting this Plan.
2. The Intermunicipal Planning Committee will not be a decision-making body but will submit recommendations to the approving bodies of the respective municipalities, striving for consensus as much as possible.
3. The Intermunicipal Planning Committee will be comprised of two (2) members each of the Councils of the Village of Waskatenau and Smoky Lake County. It will select its own chairperson and vice-chairperson.

The Councils may appoint alternative members, should any member not be able to attend Committee meetings. Additionally, the Chief Administrative Officer or the Development Officer of each municipality shall be ex-officio members of the Committee.

4. The Intermunicipal Planning Committee shall establish its own rules of procedure, including its own schedule of meetings, with meetings being held as required.



5. The Intermunicipal Planning Committee shall not deal with all development matters within the Plan Area. Rather, it will deal with all matters referred to it in the manner described in **Section 4.9** of this Plan.
6. The Intermunicipal Planning Committee has the following functions:
  - a. to clarify the intent and interpretation of the Plan;
  - b. to develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the subject area that reflect the policies and guidelines set out in this Plan;
  - c. to review and comment on applications to amend this Plan;
  - d. to review and comment on development matters referred to it in accordance with this Plan; and
  - e. to undertake such other matters as it deems reasonable and as are referred to it by either Council or municipal administration.
7. The Village of Waskatenau and Smoky Lake County agree that the County's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications received within subject area and that the Village's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications within the subject area.
8. Each municipality's Subdivision Authority and Development Authority will deal with an application within their own boundaries in accordance with the policies of this Plan.
9. Depending on the nature of the proposed subdivision or development, the Intermunicipal Planning Committee may provide recommendations related to the proposed development or subdivision.

#### **4.7 Dispute Resolution/Mediation Procedures**

1. The dispute resolution process for matters related to this Plan is outlined in this section. This process assumes that the two parties may have significant differences of opinion on any matter and that third-party assistance may be necessary to help resolve the disputes.





2. For the purposes of this Plan, a dispute is defined as a disagreement between the Village of Waskatenau and Smoky Lake County on any statutory plan, any Land Use Bylaw, or any amendment to any statutory plan or Land Use Bylaw which is given First Reading by a Council, or any subdivision or development permit application, or any scheme for the provision of municipal services, which the other municipality deems may be inconsistent with the goals, objectives and policies of this Plan.
3. Decisions on all disputes will be made by the respective municipalities in accordance with the provisions of this Plan and the Municipal Government Act, but with review as indicated in **Section 4.7.5** of this Plan.
4. The Village of Waskatenau and Smoky Lake County agree to consider the establishment of an Intermunicipal Subdivision and Development Appeal Board in the future to deal with appeals arising from subdivision or development permit decisions within the subject area.
5. Disputes shall be addressed and shall be resolved through any of the following mechanisms either singularly or in combination with each other:
  - a. Administrative Review
  - b. Intermunicipal Planning Committee
  - c. Municipal Councils
  - d. Mediation
  - e. Non-binding Arbitration
  - f. Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board
  - g. Court Option
6. In the event of a dispute, the applicant municipality will not give approval to the matter in any way (e.g., development permit or subdivision approval, or Second or Third Reading of a bylaw) until the dispute is past the mediation stage.
7. The time limitations and legislative requirements as may be specified from time to time in the Municipal Government Act will be respected in relation to



the administration of this dispute resolution procedure and may supersede the time processes provided for in this Plan.

#### 4.8 Administrative Review

1. The municipality within which any development, subdivision, land use bylaw amendment, servicing scheme, or other matter is proposed (hereinafter referred to as “the Applicant Municipality”) will provide complete information concerning the matter to both the other municipality and to the Intermunicipal Planning Committee.

The other municipality (hereinafter referred to as “the Responding Municipality”) will undertake an evaluation of the matter and provide comments to the administration of the Applicant Municipality.

2. If there is any concern, the two administrations shall discuss the issue and attempt to resolve the matter.
3. If the administrations resolve the concern, the Responding Municipality will formally notify the Applicant Municipality and the Intermunicipal Planning Committee, and the Applicant Municipality will take the appropriate actions to consider approving the matter.
4. If the issue is not resolved at the administrative level, the Applicant Municipality’s administration shall refer the matter to the Intermunicipal Planning Committee.
5. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the County and Village will present their positions on the matter to the Committee.
6. After consideration of a matter, the Committee may:
  - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
  - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
  - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;



- d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
- e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or
- f. undertake any other action it deems reasonable.

#### **4.9 Intermunicipal Planning Committee**

1. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the County and the Village will present their positions on the matter to the Committee.
2. After consideration of a matter, the Committee may:
  - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
  - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
  - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
  - d. if agreed to by both municipalities, employ a facilitator to help the Committee work toward a consensus position;
  - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or undertake any other action it deems reasonable.

#### **4.10 Municipal Councils**

1. After receiving the recommendations of the Intermunicipal Planning Committee with respect to a particular matter, each Council will establish a position on the matter.
2. If both municipal Councils agree on a matter, then the consideration of approval (including, if necessary, an amendment process) can be completed.



If neither Council supports the matter, then no further action will be undertaken.

3. If the Councils cannot agree on a matter, then the matter may be referred to a mediation process.
4. If the matter goes to mediation, the Applicant Municipality will not give any approval to the matter until mediation has been pursued.

#### 4.11 Mediation

1. The following will be required before a mediation process can proceed:
  - a. agreement by both Councils that mediation is necessary;
  - b. appointment by both Councils of an equal number of elected officials to participate in a mediation process;
  - c. engagement, at equal cost to both municipalities, of an impartial and independent mediator agreed to by both municipalities; and
  - d. approval by both municipalities of a mediation schedule, including the time and location of meetings and a deadline for the completion of the mediation process.
2. If agreed to by both municipalities, any members of the Intermunicipal Planning Committee or administrative staff from either municipality who are not participating directly in the mediation process may function as information resources either directly or indirectly to the mediation process.
3. All participants in the mediation process will be required to keep details of the mediation confidential until the conclusion of the mediation.
4. At the conclusion of the mediation, the mediator will submit a mediator's report to both Councils.
5. If a mediated agreement is reached, then that agreement will be referred to both Councils for action. Both Councils will consider the mediator's report and the respective positions of the municipal administrations with respect to the mediated agreement.

Any mediated agreement will not be binding on either municipality, and will be subject to the formal approval of both Councils.



6. If no mediated agreement can be reached or if both Councils do not approve a mediated agreement, then a non-binding arbitration process as described below may be initiated.

#### **4.12 Non-Binding Arbitration**

1. The following will be required before a non-binding arbitration process can proceed:
  - a. agreement by both Councils that non-binding arbitration is necessary;
  - b. appointment by both Councils of officials to participate in the non-binding arbitration process;
  - c. engagement, at equal cost to both municipalities, of an impartial and independent arbitrator agreed to by both municipalities; and
  - d. approval by both municipalities of an arbitration schedule, including the time and location of meetings and a deadline for the completion of the process.
2. At the conclusion of the non-binding arbitration, the arbitrator will submit a report to both Councils.
3. If both Councils agree, then the arbitrator's recommendations will be implemented by the Council or Councils as necessary. Any arbitrator's decision will not be binding on either municipality unless both municipalities concur and will be subject to the formal approval of both Councils.
4. If no agreement can be reached to abide by the arbitrator's decision or if both Councils do not approve the arbitrator's recommendation, then an appeal process may be initiated if provided for under the provisions of the Municipal Government Act. If there is no appeal process available, then the applicant municipality may proceed with any approvals as are allowed.

#### **4.13 Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board**

1. If the mediation process fails, the Applicant Municipality may approve the matter (e.g., a Land Use Bylaw amendment, a development permit approval, etc.).



2. If the Applicant Municipality passes a bylaw to implement the matter, then the Responding Municipality may appeal that action to the Municipal Government Board under the provisions of Section 690 of the Municipal Government Act in accordance with that Act.
3. If the appeal of the matter is to the Applicant Municipality's Subdivision and Development Appeal Board, the Responding Municipality may appeal that action to the Subdivision and Development Appeal Board as it sees fit.
4. If there is no appeal available pursuant to the Act, then the Responding Municipality may wish to pursue a Court option.

#### **4.14 Court Option**

1. After any action by the Municipal Government Board, or the Applicant Municipality's Council or Subdivision and Development Appeal Board from which there is no further appeal, the Responding Municipality will have the option, should it so choose, of undertaking a court challenge of the matter.

#### **4.15 Intermunicipal Development Plan Termination**

1. Should circumstances arise that result in the repeal of this IDP, both municipalities shall repeal the IDP, and replace with a new IDP as required under the Municipal Government Act, RSA 2000, as amended.
2. Should both municipalities agree not to adopt an IDP, they must both adopt a resolution of Council to that affect. The adoption of such a resolution does not prevent either of the municipalities for requiring the other to enter into an IDP at a future date, subject to the provisions of the Municipal Government Act.

## 5 Future Land Use Areas

### 5.1 - Future Land Use Areas

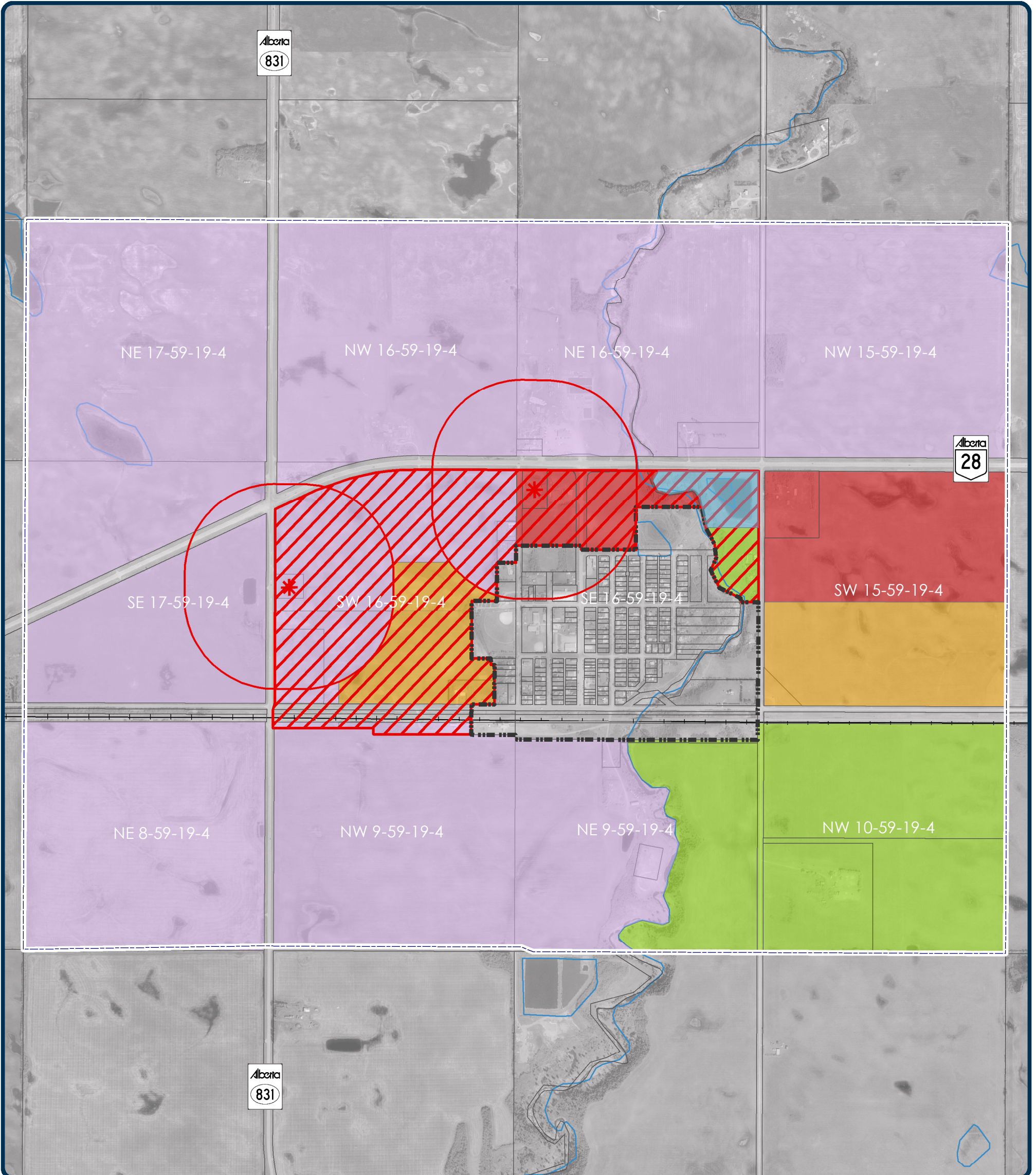


# Intermunicipal Development Plan



## Map 5.1 Future Land Use Areas

- IDP Boundary
- Village of Waskatenau
- Future Annexation Area Overlay
- Agricultural
- Community
- Serviced Residential
- Serviced Commercial
- Serviced and Unserviced Commercial and Industrial
- Former Nuisance Ground (with 300 metre setback)





## 6 Appendix A – Information Maps

6.1 – CLI Agriculture

6.2 – *Local Features*










6.3 – Important Intersections



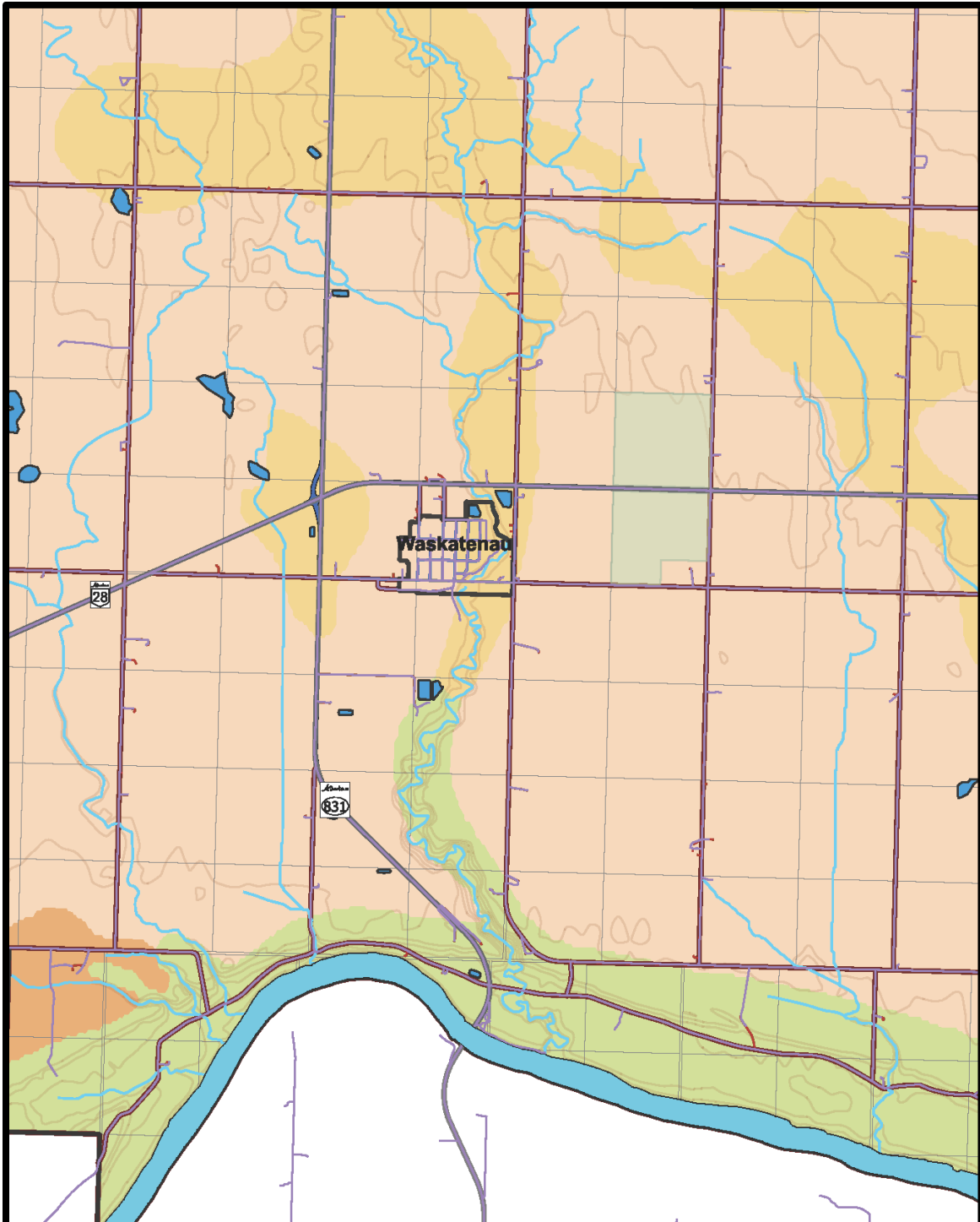
# Intermunicipal Development Plan

Map 6.1 CLI Agriculture

-  Village of Waskatenau
-  Water Body
-  Highway
-  Water Course











-  Class 1
-  Class 2
-  Class 3
-  Class 4
-  Class 5
-  Class 6
-  Class 7
-  Class 8
-  Organic Soils

0 0.5 1 1.5 Kilometre

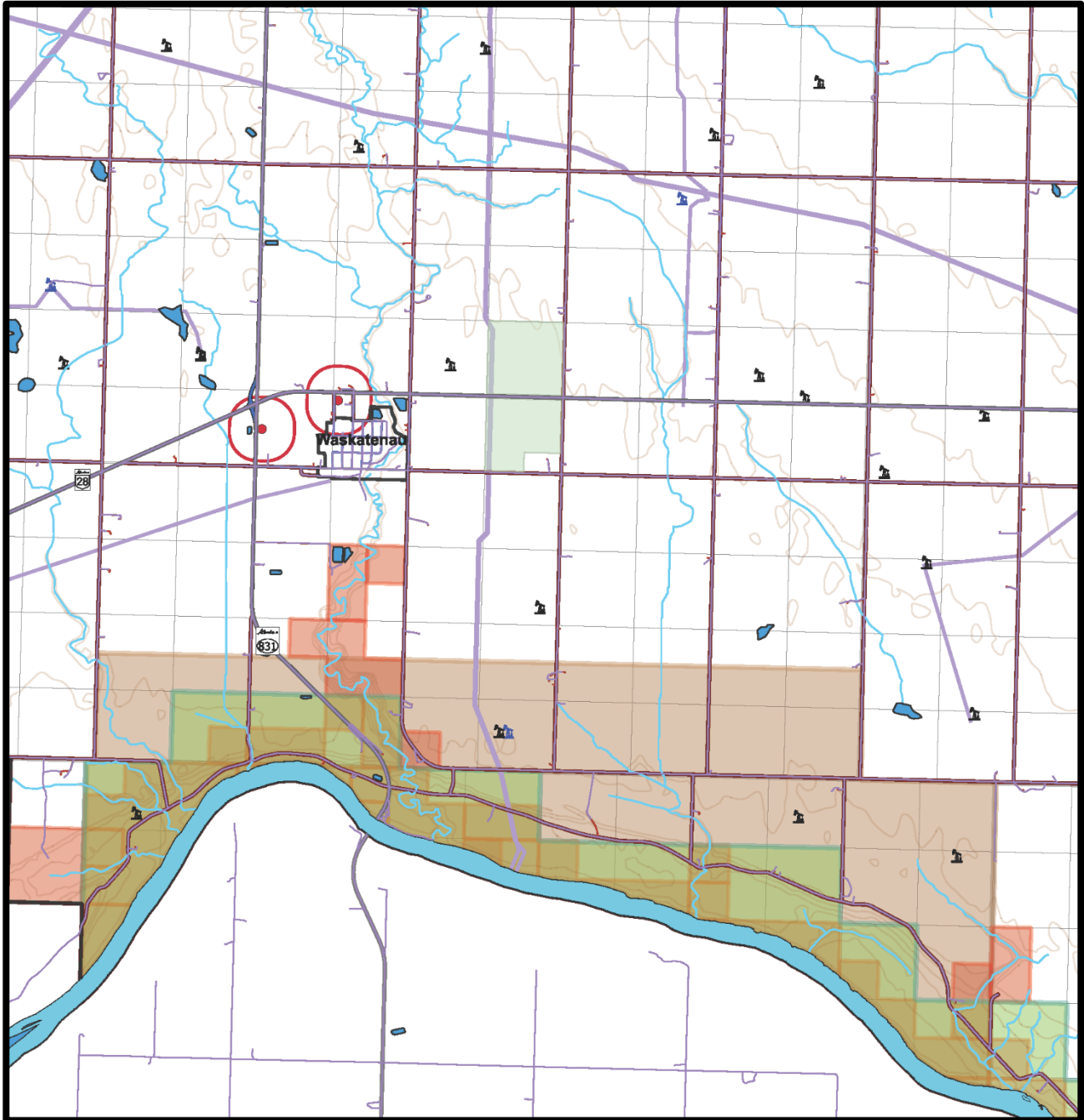


# Intermunicipal Development Plan

Map 6.2 Local Features

-  Waskatenau
-  Water Course
-  Environmentally Sensitive Area
-  Contour
-  Water Body
-  Resource Pipeline
-  Historic Resource
-  Oil & Gas Well
-  Former Nuisance Ground (w/ setback)
-  Former Bear's Ear's Reserve No. 126

0 0.5 1 1.5 Kilometre









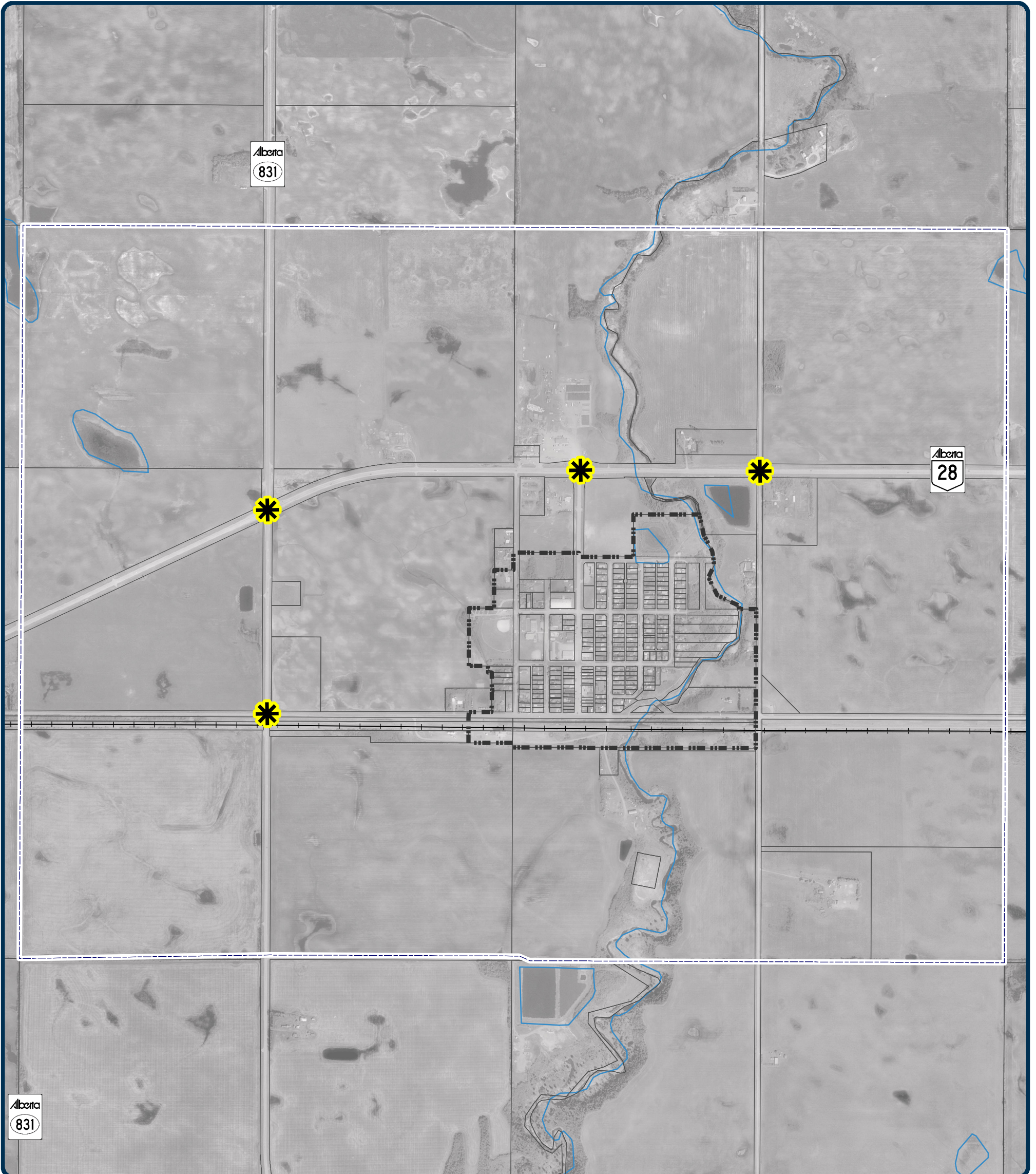


# Intermunicipal Development Plan



## Map 6.3 Important Intersections

-  IDP Boundary
-  Railway
-  Village of Waskatenau
-  Water Body
-  Important Intersection
-  Water Course







<b>REQUEST FOR DECISION</b>	DATE	<b>September 22, 2022</b> <b>4.4</b>
-----------------------------	------	---

<b>TOPIC</b>	<b>2022 Tax Sale</b>
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<b>PROPOSAL</b>	<p>There are a total of 4 properties that are subject to tax sale.</p> <p>As per the MGA, we must proceed with a tax sale for the unpaid properties. As well, Council has to set conditions and reserve bids. The reserve bids have to be as close as reasonably possible to market value. Reserve bids are the minimum amount that the County will sell the properties for. They are public knowledge and are to be stated prior to each parcel being put up for auction.</p> <p>Bob Daudlin, Accurate Assessment Group has provided suggested reserve bids. Council will also need to appoint an auctioneer.</p> <p>Based on the recommended valuations, we are proposing to set the following reserves:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Roll</th> <th style="width: 15%;">Acres</th> <th style="width: 20%;">Value per Assessor</th> <th style="width: 20%;">Lot/BIK/PI</th> <th style="width: 30%;">Legal</th> </tr> </thead> <tbody> <tr> <td>19602311</td> <td style="text-align: center;">80.00</td> <td style="text-align: right;">\$ 84,710.00</td> <td></td> <td>S1/2 - SE 23-060-19-4</td> </tr> <tr> <td>27150120</td> <td style="text-align: center;">50 lin ft</td> <td style="text-align: right;">\$ 3,900.00</td> <td>20;1;1039CL</td> <td></td> </tr> <tr> <td>40310208</td> <td style="text-align: center;">724.62 m2</td> <td style="text-align: right;">\$ 45,000.00</td> <td>8 &amp; 9; 2;716CL</td> <td>NW 10-059-18-4</td> </tr> </tbody> </table> <p>The parcels will be offered for sale, subject to the reserve bid and to the reservations and conditions contained in the existing Certificate of Title. We are recommending that we require a minimum of 10% down at the auction and full payment December 16, 2022.</p> <p>These properties are being offered for sale on an “as is, where is” basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environment contamination, or the developability of the subject land for any intended use by the Purchaser.</p> <p>No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by Smoky Lake County. No further information is available at the auction regarding the lands to be sold.</p> <p><b>Terms: 10 % Cash to be deposited at the Public Auction the balance and G.S.T. will be paid by cash or certified cheque by 2:00:00 pm by December 16, 2022.</b></p> <p><b>NOTES:</b></p>	Roll	Acres	Value per Assessor	Lot/BIK/PI	Legal	19602311	80.00	\$ 84,710.00		S1/2 - SE 23-060-19-4	27150120	50 lin ft	\$ 3,900.00	20;1;1039CL		40310208	724.62 m2	\$ 45,000.00	8 & 9; 2;716CL	NW 10-059-18-4
Roll	Acres	Value per Assessor	Lot/BIK/PI	Legal																	
19602311	80.00	\$ 84,710.00		S1/2 - SE 23-060-19-4																	
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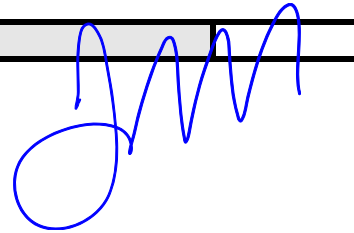


Roll	Reserve Bid	Lot/BLK/PI	Legal
19602311	\$ 84,710.00		S1/2 - SE 23-060-19-4
27150120	\$ 3,900.00	20;1;1039CL	
40310208	\$ 45,000.00	8 & 9; 2;716CL	NW 10-059-18-4

Subject to the following conditions:

1. Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title.
2. These properties are being offered for sale on an “as is, where is” basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to access, the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environment contamination, or the develop ability of the subject land for an intended use by the Purchaser.
3. No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by Smoky Lake County. No further information is available at the auction regarding the lands to be sold.
4. Terms: 10 % Cash to be deposited at the Public Auction the balance and G.S.T. will be paid by cash or certified cheque by 2:00:00 pm December 16, 2022.

CHIEF ADMINISTRATIVE OFFICER





**Chief Administrative Officer**

Report Period: **Aug 18, 2022 to Sept 15, 2022**

**LEGISLATIVE / GOVERNANCE**

Projects	Date In Progress	Date Outstanding	Date Completed
<b>Stony Creek/Beaver Dams/Saddle Lake:</b> This request has taken considerable time administratively to review and sort out. Spoke with the landowner and he reported the his discussions with Saddle Lake Leadership revealed a concern about approved sewage discharges from the Vilna lagoons entering into Saddle Lake, which is the raw water source for the community.			Sept 08/22 Sept 09/22 Sept 12/22 Sept 13/22 Sept 14/22 Sept 15/22
<b>Gravel Haul Road Agreement:</b> Met with the proponents of a gravel pit to discuss the concerns/complaints from local resident in regard to an amended haul route.			Sept 14/22
<b>Joint Waskatenau Meeting:</b> A meeting was held to discuss the expiration of the IDP and introduce the subject of annexation or revenue sharing.			Sept 01/22

**ADMINISTRATIVE**

Projects	Date In Progress	Date Outstanding	Date Completed																								
<b>Mangers Meetings – Every Monday Morning</b>			Ongoing																								
<b>Bonnie Lake Resort –</b> The County signed off on the easement agreement for the gas lines.			Sept 13/22																								
<b>Departmental Meeting –</b> Departmental/Board Meetings			Sept 20/22																								
<p><b>Road Plan Amendment –</b> Administration reviewed the road plan pertaining to oil treatment/paving projects, specifically project P2215 shown below.</p> <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>Subsequent to the last Council meeting, information was provided from the Province that the previous amendment motioned from Council to move to the Hanmore road would not be accepted, since the program is winding down and all funds need to be expended by the end of this fiscal year.</p> <p>The project has been tendered with a close date of September 16, 2022. The tender results will be provided as additional information to the package and as per County policy, the Council must award the tender by motion. It is Administration’s intent to provide the tender results to the Council for approval and work executed in October.</p> <p>The County will be reviewing the base and undertaking any preparation work required based on observational testing. The County has not undertaken any geotechnical work on this road and therefore ,</p> <p><b>Recommendation:</b> That Smoky Lake County accept the tender amount of \$_____ (plus GST) from _____ for the placement of pavement to RR181 between Twp 604 to 605 (in Division 5).</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
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## Chief Administrative Officer

Report Period: **Aug 18, 2022 to Sept 15, 2022**

<p><b>Shapka – Windshield Damage:</b> Please see attached report. On or about August 15, 2022 Mr. Shapka stated that a rock(s) flew up from a tire on a County gravel haul truck. The damage to his windshield was \$567.50. The subsequent investigation revealed that the records showed the truck trailer was tarped and an inspection showed no rocks were on the rails of the trailer. The complainant feels that since the truck was a County truck, that reimbursement of his costs should be approved.</p> <p>The County practice is that requests such as these are brought directly to the Council for decision however the policy allows for the CAO to render a decision for ratification by Council. In reviewing the matter, it is not known whether the Complainant carries glass coverage, which is about \$350 to \$400 per year and a \$50 deductible (AMI) or the amount of the deductible in their Auto Insurance policy. Most policies are taken out with \$1,000 to \$1,500 deductibles.</p> <p>Rocks being ejected from tires, regardless of the ownership of the unit, is considered to be a consequential road hazard which can be mitigated with the purchase of supplemental insurance products to cover the costs of windshield replacements. These products are offered on a voluntary basis as a means to help offset the costs of windshield damage to an inevitable event. In Alberta, rock chips are a recognized inevitable consequence of driving regardless of the origins of the rock or owner of the tire which ejects it.</p> <p>My conclusion was that the Complainant's claim should be denied.</p> <p><b><u>Recommendation:</u> That Smoky Lake County take no action on this matter.</b></p>			
<p><b>Surface Lease Discussion Managers:</b> A management meeting was held to review, discuss and develop methodologies to address Council concerns in the development of a Surface Lease project.</p>			<p>Aug 22/22 Aug 31/22</p>
<p><b>Warspite Resident –</b> Attended a meeting with Env. and Parks to discuss the possibility and options of provision of water and possibly sewer to an existing unserved lot.</p>			<p>Aug 22/22</p>
<p><b>Regional Engineering Standards (ACP):</b> Met with team, legal and Admins regarding the project.</p>	<p>Ongoing</p>		<p>Aug 24/22 Sept 13/22</p>
<p><b>Northern Lights RV Park –</b> Ongoing meetings and issues.</p>	<p>Ongoing</p>		
<p><b>Drive Happiness:</b> Attended a session for the implementation of the program.</p>			<p>Aug 25/22</p>
<p><b>Ken Smith:</b> A meeting was held with Planning and myself in regard to a concern from Mr Smith regarding his opinion and insistence of ownership of property currently owned exclusively in fee simple by the County.</p>			<p>Aug 26/22</p>
<p><b>Joint Health and Safety Committee Meeting</b></p>			<p>Aug 18/22 Sept 15/22</p>

# Chief Administrative Officer

Report Period: **Aug 18, 2022 to Sept 15, 2022**

<b>Ukrainian Twinning Meeting/Kosiv</b>			Sept 13/22
<b>RCDC/CEDO Meeting</b>			Aug 29/22
<b>Fire and Rescues Committee Meeting:</b> Review of the TSI report on Implementation.			Aug 29/22
<b>Waskatenau Intermunicipal Agreement:</b> Attended a meeting to review the draft agreement. More work is required on the document.			Sept 07/22
<b>Joint Municipalities Meeting:</b> Discussions with Apsen, Lakeland Catholic, AHS, RCMP and Drive Happiness.			Sept 12/22
<b>HWY 28/63 COMMISSION</b>			
<b>WFL Reservoir Legal - AE.</b>	Ongoing		
<b>FINANCIAL</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<b>2023 Budget (Admin) Meeting</b> – A meeting was held to review the proposed Administration and Council budget.			Sept 15/22
<b>HUMAN RESOURCES</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<b>CPO1 – Community Police Officer</b> – 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 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.			Jun 27/22 Jul 04/22 Jul 20/22 Jul 27/22 Jul 28/22 Jul 29/22 Aug 02/22 Aug 04/22 Aug 05/22 Aug 12/22
<b>COMMUNITY</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<b>Village of Vilna – 100 Years Celebration</b>			Aug 20/22 Aug 21/22
<b>Saddle Lake Broadband groundbreaking Ceremony</b>			Sept 09/22
<b>TRAINING</b>			
<b>COUNTY STRATEGIC PLAN</b>			
<b>Signature:</b> <i>Gene Sobolewski</i>	<b>County Council Meeting:</b> <u>Sept 22, 2022</u>		



COMMITTEE OF THE WHOLE COUNCIL MEETING ACTION LIST FROM JUL 27, 2022 AS OF 2022/09/15

5.1.3.i



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

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
	No value	2022 07 27 Committee of the Whole			<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The GIS Operator provided Council a user manual for the All-Net Servicer Tracker program followed by training for Council on how to use the software. There are no motions requiring action.</p> <p><b>Challenges:</b> No value</p> <p><b>Next Steps:</b> No value</p>	Completed



# COMMITTEE OF THE WHOLE COUNCIL MEETING ACTION LIST FROM AUG. 11, 2022 AS OF

2022/09/15

5.1.3.ii



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

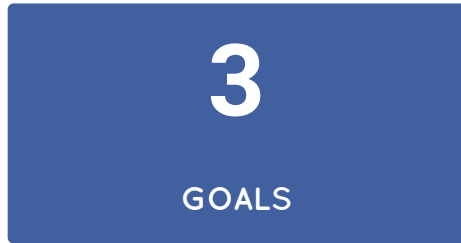
## GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
	No value	2022 08 11 Committee of the Whole			<b>Patti Priest:</b> Achievements: This meeting was for the purpose of documenting the visit from RMA representatives: Gerald Rhodes - Executive Director, Kevin Wirsta - District 5 Director, Paul McLauchlin - President, who discussed advocacy topics. There are no motions requiring action from this meeting.  Challenges: No value  Next Steps: No value	Completed



DEPT. OP. COUNCIL MEETING ACTION LIST FROM AUG. 23, 2022 AS OF 2022/09/15

5.1.3.iii



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

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
		<b>2022 08 23</b> <b>Departmental Operations</b>				On Track
2022/08/23	937-22	→ <b>Old County Shop Overhead Door and Ceiling Insulation</b>	That Smoky Lake County Council approve the unbudgeted expenditure, to be funded from the Public Works Operations Budget, in the amount of \$6,050.00, for escalation costs relating to the Public Works Year-2022 Capital Budget relating to improvements to the Old Shop, in the original amount of \$41,025.00 to the amount of \$47,075.00; for a new overhead door and 3" spray foam ceiling insulation.	Shop Foreman	<b>Mark Fedoretz:</b>  Achievements: September 12, 13, 14 2022 they have completed the spray foam in the roof. Still waiting on the overhead doors to come in and be installed. (supply chain issues is what we are being told)  Challenges: <i>No value</i>  Next Steps: <i>No value</i>	On Track

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2022/08/23	939-22	<a href="#">Training Events – Reports to Council</a>	<p>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:</p> <p>Planning &amp; Development Department:</p> <ul style="list-style-type: none"> <li>· Re-imagining Rivers Symposium – The Centre for Constitutional Studies and the Environmental Law Centre, taken by Kyle Schole, Planning Technician on June 14, 2022.</li> </ul> <p>Fire Protective Services Department:</p> <ul style="list-style-type: none"> <li>· Alberta Fire Chiefs Association Conference, attended by Scott Franchuk, Fire Protective Services Department on May 29-31, 2022.</li> </ul>	Legislative Service Clerk	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> Reporting on Training Events is captured for other members to reference as an educational tool. Municipal File: 1-289</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p>	Completed



August 29, 2022

To: The County of Smoky Lake

The Smoky Lake Agricultural Society would like to request a trailer load of gravel from the County and for the County to spread, level and grade the gravel on the Complex parking lot, south, east side.

This was discussed at our last meeting and were informed the County requires a letter of request.

Trusting this is sufficient.

Regards;

Michelle Prusko

Smoky Lake Agricultural Society



ALBERTA  
TRANSPORTATION

*Office of the Minister  
MLA, Calgary-Edgemont*

6.3

August 22, 2022

AR 90659

Lorne Halisky  
Reeve  
Smoky Lake County  
PO Box 310  
Smoky Lake AB T0A 3C0



Dear Reeve Halisky:

Thank you for your July 27, 2022, letter regarding funding for local road bridges and the challenges your municipality is experiencing.

While the department's involvement with these bridges has changed over the life of the infrastructure, local bridge structures are the responsibility of the municipality to manage.

Alberta Transportation remains committed to assisting municipalities with funding for bridges through the Local Road Bridge stream within the Strategic Transportation Infrastructure Program. The government also provides funding support for municipal capital infrastructure through programs such as the Municipal Sustainability Initiative.

Municipalities are able to determine their local priorities under these programs and can use these funds for replacement and/or rehabilitation of bridge structures on municipal roads.

I will take your feedback into consideration during future budget deliberations.

Sincerely,

Honourable Prasad Panda ECA  
Minister of Transportation

cc: Glenn van Dijken  
MLA for Athabasca-Barrhead-Westlock





## Tentative Agenda – 2022 Fall Zone Meeting

DATE

LOCATION

CHAIRMAN, with who attending

9:30 a.m. Coffee

10:00 a.m.

### 1. Call to Order

- Introduction of Guests
- Adoption of Agenda
- Minutes of the 2022 Spring Zone Meeting
- Business Arising from Minutes
- Director Report

### 2. Federation Update

**LUNCH**

### 3. Gas Alberta Inc. Update

### 4. Resolutions

*(must be submitted 30 days prior to the Zone Meeting)*

### 5. Location of the 2023 Spring Zone Meeting

### 6. Federation Zone Director Elections (Zones 1, 3 & 4)

### 7. Topics Previously Submitted

### 8. Other Issues that May Arise

### 9. Closing



# 2022 Fall Zone Meeting Dates

<b>ZONE</b>	<b>CHAIRMAN</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
<b>ZONE 1</b>	Ed Tollefson (780) 524-4819	October 21, 2022	10 a.m.	Pomeroy Hotel & Conference Centre 11633 - 100 Street Grande Prairie, Alberta
<b>ZONE 2</b>	Dan Tompkins (780) 893-6010	October 20, 2022	10 a.m.	Blueberry Hall 53109 Rng Rd 15 Stony Plain, AB
<b>JOINT ZONES 3 &amp; 4</b>	Dale Swyripa (780) 205-4849 Lloyd Prefontaine (780) 732-0428	October 27, 2022	10 a.m.	Bold Center Devon Room 8702-91 ave Lac La Biche, AB
<b>ZONE 5</b>	Jack Goodall (780) 858-3521	October 28, 2022	10 a.m.	Castor Community Hall 4912 49th Ave Castor, AB
<b>ZONE 6</b>	Bert Paulssen (403) 748-3284	October 26, 2022	10 a.m.	Peter Lougheed Community Centre 5109 54 St Rimbey, AB
<b>ZONE 7</b>	Perry Ellis (403) 644-3963	October 25, 2022	10 a.m.	Strathmore CIVIC Center 120 Brent Blvd Strathmore, AB
<b>ZONE 8</b>	Randy Taylor (403) 733-0003	October 24, 2022	10 a.m.	The Keg 1715 Mayor Magrath Drive South (basement) Lethbridge, AB

# EVENT DETAILS FOR INDUSTRY ATTENDEES

## Heartland Community Information Evening

6.6

HOSTED BY LIFE IN THE HEARTLAND

**Thursday, October 20**  
**Pembina Place, Redwater**

<b>Format</b>	<ul style="list-style-type: none"> <li>• Booth set up from 4:00 pm – 4:45 pm</li> <li>• Doors open to the public at 5:00 pm</li> <li>• Presentations begin at 6:00 pm and will last for about an hour</li> <li>• There is NO Q &amp; A session during presentations; rather residents can network at booths and with representatives in the crowd after presentations are completed</li> <li>• Plan to remain until about 8:30 pm when the event will wrap up</li> </ul>
<b>Booth Registration</b>	<p>Please register your company in order to secure a booth/table space. Space is limited, so register early.</p> <p>To register, go to:</p>
<b>Invitation</b>	<p>Attached is an invitation for distribution to the community and your near neighbors. Please forward it along to those who may be interested.</p>
<b>Expected Attendance</b>	<p>Around 100-150 people are expected, made up mainly of local residents, businesses, and municipal government representatives.</p>
<b>Booths</b>	<p>If you are attending with a booth, please note that an 8 ft. table (no tablecloth) and chairs will be provided. If you are not setting up a booth but would like to provide information or promotional items for distribution, you can include your materials on the Life in the Heartland table. See above for registration information.</p>
<b>Door Prize</b>	<p>If you are interested in donating a company branded item for a door prize, please bring it along. There is no value minimum or maximum - we appreciate all items.</p>
<b>Attire</b>	<p>Relaxed business casual.</p>
<b>Media</b>	<p>Local media is invited and often attend. This may include local newspapers and radio stations.</p>
<b>Social Media</b>	<p>We will be tweeting throughout the event. Feel free to join in the conversation with @LifeinHeartland and/or #ABHeartland.</p>



**From:** Community Engagement <Community.Engagement@albertahealthservices.ca>  
**Sent:** September 8, 2022 11:04 AM  
**To:** Community Engagement <Community.Engagement@albertahealthservices.ca>  
**Subject:** VOLUNTEER OPPORTUNITY: Lakeland Communities Health Advisory Council is Recruiting

Hello,

The Lakeland Communities Health Advisory Council is currently recruiting new volunteer members within the North Zone to join the healthcare conversation.

We are seeking representatives from the Lakeland Communities area who:

- Want to be part of the health care conversation and engage with Alberta Health Services on health care topics.
- Are appreciative of diverse points of view
- Are connected to members of their community
- Can attend three scheduled meetings (in person or virtually) and one engagement event (in person or virtually) per year.



For more information, visit the [Lakeland Communities Health Advisory Council](#) website and review the [Lakeland Communities Annual Report](#).

Please [Apply online](#), or complete the attached Expression of Interest (EOI) form and submit directly via email to [community.engagement@ahs.ca](mailto:community.engagement@ahs.ca)

Thank you in advance for your consideration. I am available to speak about the opportunity further with anyone who may be interested in applying! **Please share this volunteer opportunity widely with the members of your community.**

Thank you for your help in spreading awareness of this opportunity,

**Sheri Pidhirney**

Advisor, Advisory Council relations

Wood Buffalo HAC | Tamarack HAC | Lakeland Communities HAC

**Alberta Health Services**



**Alberta Health  
Services**

Healthy Albertans.  
Healthy Communities.  
Together.



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## Saddle Lake Public Works Department

6.8

Box 565, Saddle Lake, Alberta T0A 3T0

(780) 726-4020 Fax (780) 726-2674

E-mail: [slpubwork@saddl lake.ca](mailto:slpubwork@saddl lake.ca)

August 24, 2022

### Attention:

### RE: Saddle Lake 40 Acre Development and Broadband Project Ground Breaking Ceremony Invitation

The Saddle Lake Cree Nation Public Works Department would like to invite you to join us at the official ground-breaking ceremony for our 40 Acre Subdivision Development and Broadband construction projects.

Our community has spent over 4 years working on making these projects a reality. At the end of these project our wireless coverage will be dramatically improve and we will have over 80 new lots ready for community housing. Through the support of provincial and federal funders we are ready to begin construction and want to commemorate the hard work that's been done to get us here. Please join us in this celebration.

Location: **Saddle Lake Band Administration Building (See instructions)**  
Date: **Friday, September 9th, 2022**  
Agenda: **10:00AM – Arrivals**  
**10:30AM – Opening Remarks (Busses to site departing shortly after)**  
**11:00AM – Prayer by Elder**  
**12:00PM – BBQ and refreshments**

As the project site is off the highway with limited parking, we are asking everyone to meet at the administration building parking lot and will have buses available for transportation to the ceremony. We will shuttle everyone back for the BBQ and refreshments. Please see map below for the locations.



Please RSVP to Ken Large [klarge@saddl lake.ca](mailto:klarge@saddl lake.ca) by **September 1<sup>st</sup>, 2022.**

**Ken Large, Director of Public Works and Housing**  
**Saddle Lake Cree Nation**

**Jenna Preston**

---

**From:** Patti Priest  
**Sent:** September 9, 2022 12:07 PM  
**To:** Jenna Preston  
**Cc:** Lydia Cielin  
**Subject:** FW: RMA District 5 Meeting Details

Hi Jenna,

It appears this was not on an agenda yet. The recommendation would be for those who can attend – to attend.

Thank you,

Patti

---

**From:** Delayna Koch <[dkoch@beaver.ab.ca](mailto:dkoch@beaver.ab.ca)>  
**Sent:** Wednesday, July 27, 2022 8:28:58 AM  
**To:** [cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca) <[cao@smokylakecounty.ab.ca](mailto:cao@smokylakecounty.ab.ca)>  
**Cc:** [lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca) <[lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca)>  
**Subject:** RMA District 5 Meeting Details

Good morning,

Thank you for considering an alternate date for the September RMA District 5 meeting.

The meeting is confirmed as follows:

**Date:** Friday, September 23, 2022. Wi-Fi is available and a Zoom link will be provided for those who cannot attend in person.

**Location:** Red Feather Ridge Lodge (Township Road 494, east of Range Road 80. From Vermilion on Highway 16, travel 8 miles (13.2 km) west, 6 miles (10 km) south and 1.5 miles (3 km) east). Route map is available on Google Maps.

**Time:** Registration and continental breakfast at 9:30 am. Meeting will begin 10:00 am. Lunch will be provided.

*RSVPs and agenda items are due to Beaver County at [mjones@beaver.ab.ca](mailto:mjones@beaver.ab.ca) no later than 4:30 pm, Monday, September 12, 2022. If your municipality is proposing a resolution for consideration of the membership, please forward in Word format, following RMA's resolutions writing tips.*

Thank you,

**Delayna Koch**  
**Receptionist/ Administrative Assistant**  
**Beaver County**  
**780-663-3730**  
**[dkoch@beaver.ab.ca](mailto:dkoch@beaver.ab.ca)**



Memorandum of Understanding  
**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

## **MEMORANDUM OF UNDERSTANDING (MOU)**

FOR

Canadian Heritage River Work Planning for North Saskatchewan River

BETWEEN

Smoky Lake County

AND

Alberta Environment and Parks (“AEP”)

### **WHEREAS:**

- a) The Ministry of Alberta Environment and Parks supports Smoky Lake County’s initiatives;
- b) The Smoky Lake County and AEP wish to partner on the development and enhancement of datasets for the **Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**;
- c) Smoky Lake County and AEP wish to outline the particulars of the datasets to be shared and administered in support of these in support of the initiative.

AEP and Smoky Lake County have come to the following understanding:

### **PURPOSE**

The purpose of this Memorandum of Understanding is to outline data supports necessary for SMOKY LAKE COUNTY to improve, enhance, and build aspects for Canadian Heritage River Work Planning for the North Saskatchewan River in Alberta.

### **SCOPE**

#### **1. NAME OF PROJECT**

Canadian Heritage River Work Planning for North Saskatchewan River.

#### **2. PREVIOUS MOU’S RELATED TO THE PROJECTS**

none

#### **3. MINISTRY BUSINESS AREA CONTACT:**

**For data required to support Canadian Heritage River Work Planning for North Saskatchewan River/23-GRRSD45:**

- **Ministry Manager Responsible for Contract or Project**

Long Fu

Air and Watershed Stewardship, Resource Stewardship, Environment and Parks

9888 Jasper Ave

Edmonton, AB T5J 5C6

Email: [long.fu@gov.ab.ca](mailto:long.fu@gov.ab.ca) Phone: 780-229-7280

Memorandum of Understanding

**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

- 4. **SUBMISSION DATE: September 14, 2022**
- 5. **PROJECT YEAR: 2022/23 FISCAL YEAR (INCLUSIVE)**
- 6. **DURATION: Six months**
- 7. **SUPPORT**

SOURCE	AMOUNT (\$)	DESCRIPTION	
		Time	Description
Government of Alberta	(in kind)	0.5 days staff time  1-2 days staff time	<ul style="list-style-type: none"> <li>• Staff time (AEP Strategy &amp; Governance – Provincial Geospatial Centre) will be required to support delivery of requested data products and updates.</li> <li>• Other GoA staff time to support and oversee project and its deliverables.</li> </ul>
AEP Grant	\$20,000	AEP will provide funding to collect information and receive expert advice on indigenous traditional knowledge and engagement to support the preparation of indigenous community engagement component of the CHR management plan.	
Municipal Affairs	\$200,000	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.	
SMOKY LAKE COUNTY	\$ or time	Smoky Lake County is leading the CHR designation process including the development and implementation of a Heritage Management Plan.	
NSWA	(In-kind)	The North Saskatchewan Watershed Alliance (NSWA) previously worked towards CHR designation and are supporting Smoky Lake County with this renewed process.	
Federal Government	\$45,000	Support for development of the Heritage Management Plan	
<b>TOTAL:</b>	<b>\$</b>	<b>This project has considerable in-kind and financial support from the Government of Alberta and other partners.</b>	

**NOTE:**

- i. AEP Strategy and Governance will provide best effort to ensure datasets are provided in a timely fashion. However, there is no guaranteed turn around timing for data delivery and priority will be determined by the AEP Strategy and Governance team.
- ii. Additionally, data provided under this agreement is subject to all legal agreements and conditions previously agreed to by the Government of Alberta, **any misuse or cost incurred from use of the datasets for purposes outside of the scope of this agreement are the responsibility of SMOKY LAKE COUNTY.**

**8. DATA REQUESTED**

- Area of Interest: North Saskatchewan River Watershed as it flows through Alberta. Interested in primarily a 5km area on either side of river but some data are appropriate at the watershed scale.



Memorandum of Understanding

**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

- Data Requested (**General conditions for use of each data product are listed in Table 1, Section 14 Conditions**):
  - Data required to support the creation of the Canadian Heritage River Designation for North Saskatchewan River in Alberta:
    - LiDAR DEM for the North Saskatchewan River Watershed
    - 2021 SPOT Satellite Imagery RGB 1.5m
    - Recreation and Tourism Opportunity Spectrum data
    - Rec and Tourism Features Inventory data
    - Scenic Resources Assessment data

**9. OBJECTIVES**

The Canadian Heritage Rivers System (CHRS) is Canada's national program for recognizing Canada's important rivers. It is a cooperative initiative of the federal, provincial and territorial governments in conjunction with local communities and citizens, who play a key role in the program. The objectives of the Canadian Heritage Rivers program are to give national recognition to Canada's outstanding rivers as part of a comprehensive and representative system and to encourage long-term management that will conserve their natural, cultural and recreational values for the benefit and enjoyment of Canadians, now and in the future.

Establishing Canadian Heritage Rivers is a two-step process: nomination and designation. The North Saskatchewan River has been nominated due to its outstanding natural, cultural and/or recreational values, a high level of public support. Following nomination, 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.

Smoky Lake County is coordinating the nomination of 718 kilometres of the North Saskatchewan River in Alberta as a Heritage River under the CHRS and is now undertaking the development of a Heritage Management Plan for the designation which will require major sections on:

- History and Resources of Nominated River
- Managing the River as a Canadian Heritage River
- The Heritage Strategy
- The Heritage Strategy Implementation and River Monitoring

Within these major sections there are information requirements related to natural values:

- Natural Heritage: description and analysis
- Natural Heritage Goals, Objectives, Management Strategies and Actions
- Water Quality Objectives, Management Strategies and Action

Smoky Lake County require AEP's datasets to write the plan and meet the guidelines of the

Memorandum of Understanding

**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

Framework for Natural Values of Canadian Heritage Rivers (2001). Our ministry supports this nomination and will support development of the management plan.

**10. KEY DELIVERABLE(S) BACK TO Government of Alberta (GOA):**

1. Report: North Saskatchewan River in Alberta Heritage Management Plan. This will include analysis, documentation and maps supporting the management plan.

**11. DESCRIBE PROVINCIAL OR REGIONAL SCOPE/PRIORITY: (Whose priority, level of priority):**

- Provincial priority due to the collaborative nature of the designation.  
Press release documenting the many collaborators and rationale for support of this designation:
  - <https://www.canada.ca/en/parks-canada/news/2022/08/governments-of-canada-and-alberta-officially-accept-nomination-of-the-alberta-section-of-the-north-saskatchewan-river-as-a-canadian-heritage-river.html>

**12. RELEVANCE TO SUPPORT GOA BUSINESS AREAS:**

- This data will be used to support Crown land planning, including recreation planning and (potentially) regional and sub-regional planning.

**13. PROJECT PARTNER(S):**

- Alberta Environment and Parks, Resource Stewardship Division
- Smoky Lake County

<b>SMOKY LAKE COUNTY   External Applicant:</b>	<b>AEP   Business Area Contact(s):</b>	<b>For data requested and deliverables related to:</b>
Kyle Schole Planning Technician, project lead Smoky Lake County 4612 - McDougall Drive, PO Box 310 Smoky Lake, Alberta, T0A 3C0 Email: <a href="mailto:kschole@smokylakecounty.ab.ca">kschole@smokylakecounty.ab.ca</a> office: 780-656-3730	Long Fu Air and Watershed Stewardship, Resource Stewardship, Environment and Parks 9888 Jasper Ave Edmonton, AB T5J 5C6 Email: <a href="mailto:long.fu@gov.ab.ca">long.fu@gov.ab.ca</a> Phone: 780-229-7280  <b>Arin MacFarlane Dyer</b> Integrated Resource Planner Planning Branch, Lands Division 3rd Floor, Petroleum Plaza South Tower, 9915 - 108 Street, Edmonton, AB, T5K 2G8 <a href="mailto:arin.macfarlane-dyer@gov.ab.ca">arin.macfarlane-dyer@gov.ab.ca</a> , 780-644-4349	North Saskatchewan River watershed.

**14. CONDITIONS**

The following conditions apply to all data requested by the Smoky Lake County per this MOU:

- Datasets provided **must** only be used for the current project to conduct the work necessary to complete the project and **must not** be shared with any other party, without prior express written permission from Resource Stewardship Division.

Memorandum of Understanding

**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

- All data provided by AEP through this Memorandum of Understanding **must be deleted upon completion of the project.**
- Any derived products (both online and physical) must credit the Alberta Government as per the Alberta Open Government licence.
- Additional appropriate credits for other datasets used in the creation of the Smoky Lake County products, maps, reports, datasets must be displayed in accordance with the Geospatial Display Best Practices and Standards (Appendix A).
- AEP is not responsible for errors/omissions within the data.

The following table provides a general guide to conditions applied to each data product requested. For more detailed information and guidance please consult the metadata and documentation provided with the individual products.

**Table 1. Permitted use and conditions applied to each data product provided under this MOU.**

Data Product	Permitted Use	Conditions
Provincial scale point-cloud and all LiDAR data derivatives (e.g., bare earth, full feature and etc.), where available LiDAR15m DEM and derivatives, where available	This data is to be used for the <b>Canadian Heritage River Work Planning for North Saskatchewan River in Alberta</b> to complete the Heritage Management Plan.	<ul style="list-style-type: none"> <li>• Any resulting data products from the data provided under this agreement must be returned to the Environment and Parks business area associated with this agreement as the sole owner/distributor of all derivative products. Any further distribution of the resulting data products to other users outside of the GOA would be the responsibility of the GOA, to provide under specific use agreements with outside parties</li> <li>• Data products <b>MAY NOT BE</b> shared or distributed to third parties for review without the express written permission of the GOA and any data products shared with permission must be deleted upon completion of the review.</li> <li>• Data products may be used in the development of peer reviewed journal articles <b>subject to review and approval from the GOA prior publication</b>, and proper acknowledgement of the GOA as the source of data described in the “Data Requested” Section</li> <li>• All communication products (e.g. fact sheets, websites) must display appropriate credits for each dataset in accordance with the Geospatial display best practices and standards (Appendix A).</li> <li>• Adherence to conditions for contractors or partners of the GoA set out in any included dataset license agreements.</li> <li>• <b>Any costs incurred from violation of the license terms and conditions will be the responsibility of SMOKY LAKE COUNTY.</b></li> </ul>
2021 SPOT Satellite Imagery RGB 1.5m		
Recreation and Tourism Opportunity Spectrum data		
Rec and Tourism Features Inventory data		
Scenic Resources Assessment data		

Memorandum of Understanding  
Canadian Heritage River Work Planning for North Saskatchewan River in Alberta

ACCEPTANCE OF TERMS OF THE MEMORANDUM OF UNDERSTANDING

- a) The Memorandum may be terminated by either party upon 30 days written notice to the other party.
- b) Unless otherwise terminated, the initiatives, and this agreement, will be in place until the completion or cancellation of the outlined projects.
- c) Disputed issues shall be resolved by the Executive Directors from AEP and the Smoky Lake County Chief Administrative Officer.
- d) This agreement may not be amended except by a written amending agreement signed by both parties.

IN AGREEMENT the parties have executed this Memorandum of Understanding as of the day and year below.

Smoky Lake County

Alberta Environment and Parks

  
 \_\_\_\_\_  
 Kyle Schole  
 Planning Technician, Project Lead

\_\_\_\_\_  
 Long Fu  
 Resource Manager, Air & Watershed  
 Stewardship, Resource Stewardship Division

Sept 14, 2022  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

## **Appendix A**

# **Geospatial Display Best Practices and Standards**

## **Introduction**

This document provides best practice guidance for Alberta Environment and Parks (EP) personnel regarding the internal and external display of spatial data.

## **Rationale**

Many core data sets that are used by EP business areas, contractors, and authorized stakeholders for View-Only data display purposes, in either the form of hard copy map products and / or associated electronic media displays ( i.e. electronic maps displayed on websites in the form of .pdf, web map services etc.), are subject to approved Government of Alberta visual identity guidelines (<https://www.corporateidentity.alberta.ca/>), and additional conditions imposed by licensing arrangements that the Ministry may have with external data providers to protect Intellectual Property Rights.

Data acquired from external data providers is usually provided under an end-user agreement restricting redistribution of data, and when used for display purposes, is subject to copyright and credit statement display requirements. Depending upon the end-user agreement, not all agreements stipulate this requirement.

## **Data Accreditation Requirements**

Data acquired from external data providers are usually provided under an end-user licensing agreement restricting redistribution of source data beyond the Ministry, and when used for display purposes, are subject to copyright and credit statement display requirements as the intellectual property of the information belongs to the data provider unless otherwise stated.

As a general rule, any use of information / data that has been acquired from an external source and used in displays should be credited with the appropriate accreditation unless otherwise directed by the external provider. Appropriate signatures, logos or credit notes should be acquired from the source supplying the information or data. Examples of other external sources include Local Municipal Government, Federal Government, Forest Management Agreement Holders, etc.

The following are, but are not limited to, examples of some primary data sources in which the Ministry has entered into an end-user licensing arrangement requiring accreditation of the source of the data.

## **Open Government Licence – Alberta**

The distribution of Provincial Base - Mapping Data to the public is provided by AltaLIS Ltd., distributing agent for the Alberta Data Partnerships Ltd. (ADP), formerly Spatial Data Warehouse Ltd. (SDW), on behalf of the Government of Alberta.

Non-Exclusive Mapping Data products are available from AltaLIS Ltd. under the Province of Alberta's 'Open Government Licence'.

The Open Government Licence – Alberta data sets include:

Memorandum of Understanding

**Canadian Heritage River Work Planning for North Saskatchewan River in Alberta**

- 1:20 000 Digital Elevation Model (DEM) Data
- 1:20 000 Topographic Mapping Data
- Alberta Township System (ATS) Data
- Base Features Mapping Data ( Access, ATS, Hydrography, Hypsography, Geoadministrative )
- Medium/Small Scale Mapping Data
- Municipal Boundary Data

The following credit statement to all products containing Open Government Licence – Alberta data:

**Base Map Data provided by the Government of Alberta under the Open Government Licence – Alberta**

**Alberta Data Partnerships Ltd. (ADP) / AltaLIS Ltd**

Any displays containing ADP Property data are required to give credit to the distribution license holder ADP (formerly Spatial Data Warehouse Ltd. SDW).

This applies to the following ADP Property data:

- Cadastral ( GOA citation: Cadastral and Land Ownership)
- Title ( GOA citation: Cadastral and Land Ownership)
- Dispositions ( GOA citation: Digital Integrated Dispositions (DIDs)

Government of Alberta Ministries are licensed end-users of ADP licensed data.

The following credit statement must be applied to all products containing ADP licensed data:

**Property Data provided by Alberta Data Partnerships Ltd. / AltaLIS Ltd.**

**FortisAlberta Facility Data**

Any displays containing FortisAlberta Facility Data are required to give credit to the distribution license holder, ADP:

**FortisAlberta Facility Data provided by Alberta Data Partnerships Ltd. / AltaLIS Ltd.**

**Planet Labs Geomatics Corp. (formerly BlackBridge Geomatics Corp)**

Any displays containing SPOT satellite imagery are required to give credit to the distribution license holder “Planet Labs Geomatics Corp.”.

All subsequent releases of the SPOT data are licensed for GOA use.

When using SPOT products for display purposes, the products must use the appropriate copyright conspicuously displayed:

- For SPOT 1 to 5 Products:  
© [year] CNES, Licensed by Planet Labs Geomatics Corp., [geomatics.planet.com](http://geomatics.planet.com)
- For SPOT 6 and SPOT 7 Products:  
© [year] Airbus DS, Licensed by Planet Labs Geomatics Corp., [geomatics.planet.com](http://geomatics.planet.com)

Note that the [year] displayed should be the current year in which the product (maps, Web services, etc.) was produced, not the vintage of the data used to create the product.

**Valtus Imagery**

Any displays containing orthophoto imagery data obtained from Valtus Imagery Services or Valtus Views Imagery are required to give credit to the distribution license holder “Valtus”.

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Always consult available metadata for source vendor information.

**Imagery Data provided by Valtus Imagery Services**

**LiDAR Products**

Any displays containing LiDAR Data are required to give credit to the distribution license holder noted in the metadata Airborne Imaging, Northwest Geomatics Ltd., and AltaLIS Ltd.



September 12, 2022

Dear Smoky Lake County Council,

I am writing on behalf of the Smoky Lake Agricultural Society. As you know, the Ag Society maintains the Smoky Lake arena and community hall which services Smoky Lake and surrounding areas. Our volunteer organization is turning 50 and we are hosting a celebration for our volunteers and the community on Saturday, October 29, 2022.

The aim of this letter is to request additional funding which will allow us to hold a low-cost function with many of the activities being free to the public. A full day of events is being planned for all ages, closing the day with a supper and dance at the complex. During the festivities, we will be recognizing the people who have contributed their valuable time over the last 50 years. It is a special milestone for us, and we are hoping to share it with everyone who has supported us.

We acknowledge all that the County of Smoky Lake has done and continues to do to help us keep this facility functioning. We would greatly appreciate any donation you can provide for this event, and we thank you for your continued support.

Sincerely,  
Glenda Clarke  
Vice-President  
Smoky Lake Agricultural Society



# CALL TO ACTION TO THE GOVERNMENT OF ALBERTA

Dear Premier,

We are committed to ensuring Albertans live in safe communities that support their health and well-being. Communities where people have reliable access to critical health, social, public safety, and educational services. Ultimately, Albertans living in a safe and healthy community communicate those needs to the Government of Alberta, who listen and respond.

The Government of Alberta has lost the trust of its constituents in its pursuit of an Alberta Provincial Police Service (APPS) by not undertaking fulsome, open, and transparent consultations with all those affected. Albertans have stated loud and clear that they do not want a costly new police service, with an overwhelming 84% of Albertans wanting to keep and improve the Alberta RCMP.

In addition, the Government of Alberta has not released a detailed funding model explaining who would be paying the costs of this proposed transition. The vague Transition Study noted initial transition costs of \$366 million over six years, and, at minimum, an additional \$139 million each year, increasing with inflation. Municipalities know that most of these costs will be downloaded directly to them, forcing them to significantly increase residents' and businesses' taxes.

Municipalities and engaged Albertans continue to call on the Government of Alberta to improve rural police response times and increase resources available to the justice system. The Province's \$2 million Transition Study did not highlight how a new APPS would address any of these issues.

**We, the undersigned, call on the Government of Alberta to stop efforts and investment to advance the creation of an Alberta Provincial Police Service and instead invest in resources needed to:**

- *Improve current policing services to reduce response times and address rural crime by increasing the number of RCMP officers within communities*
- *Improve social services to address the root causes of crime (health, mental health, social and economic supports)*
  - *Expand Police and Crisis Teams with police and Alberta Health Services*
  - *Work with communities to provide targeted social supports*
- *Increase resources within the justice system*
  - *Ensure timely trials by prioritizing violent over non-violent crimes*
  - *Hire more Crown prosecutors and appoint more Provincial Court Judges*





**Organizations:**

National Police Federation  
Alberta Community Crime Prevention Association  
Alberta Union of Public Employees  
Clearwater Community Crime Watch  
Public Service Alliance of Canada – Prairies  
Union of Safety and Justice Employees  
Victim Services Alberta

**Cities:**

City of Wetaskiwin

**Towns:**

Town of Athabasca  
Town of Barrhead  
Town of Beaverlodge  
Town of Bon Accord  
Town of Bowden  
Town of Black Diamond  
Town of Blackfalds  
Town of Canmore  
Town of Claresholm  
Town of Coalhurst  
Town of Crossfield  
Town of Edson  
Town of Elk Point  
Town of Fairview  
Town of Fort Macleod  
Town of Grimshaw  
Town of High Level  
Town of High Prairie  
Town of High River  
Town of Innisfail  
Town of Irricana  
Town of Magrath  
Town of Mayerthorpe  
Town of McLennan  
Town of Millet  
Town of Penhold  
Town of Ponoka  
Town of Redwater  
Town of Spirit River  
Town of Swan Hills  
Town of Sylvan Lake  
Town of Tofield  
Town of Trochu  
Town of Two Hills  
Town of Vauxhall  
Town of Viking  
Town of Wainwright  
Town of Westlock

**Villages:**

Paradise Valley  
Village of Alliance  
Village of Berwyn  
Village of Big Valley  
Village of Breton  
Village of Carmangay  
Village of Caroline  
Village of Champion  
Village of Chipman  
Village of Clive  
Village of Coutts  
Village of Delia  
Village of Donnelly  
Village of Edgerton  
Village of Elnora  
Village of Girouxville  
Village of Hines Creek  
Village of Longview  
Village of Marwayne  
Village of Myrnam  
Village of Nampa  
Village of Rosemary  
Village of Spring Break  
Village of Standard  
Village of Vilna  
Village of Waskatenau

**Summer Villages:**


Summer Village of Betula Beach  
Summer Village of Crystal Springs  
Summer Village of Ghost Lake  
Summer Village of Jarvis Bay  
Summer Village of Kapasiwin  
Summer Village of Lakeview  
Summer Village of Seba Beach  
Summer Village of Silver Sands  
Summer Village of Southview

**Counties:**

Big Lakes County  
Brazeau County  
Clearwater County  
County of Northern Lights  
County of St. Paul  
County of Wetaskiwin  
Northern Sunrise County  
Smoky Lake County

**Municipalities:**

Municipal District of Opportunity  
Municipal District of Peace  
Municipality of Crowsnest Pass



Meeting with Municipalities  
Agenda

- 1) Introductions
- 2) Who is N.E. Muni-Corr Ltd.
- 3) Sustainability Program  
Copy of letter that was sent to all municipalities February 17, 2021  
Ensuing correspondence
- 4) Roles and Responsibilities  
Director's Duties & Obligations
- 5) Communication  
Process, information, access, delegation
- 6) Maintenance
- 7) Bylaws  
Draft bylaws and reasons for the changes.



**Smoky Lake County  
Box 310  
Smoky Lake, Alberta  
T0A 3C0**

February 17, 2021

Dear Council,

North East Muni-Corr Ltd. is quickly approaching their 20-year anniversary. The not-for-profit Company was incorporated on January 24, 2002 but operated as a Committee at least a year earlier. Over the past 20 years, the Company has successfully acquired the 300km. CN right of way lands that pass through the ten member communities, established the 99-foot corridor as Alberta's Iron Horse Trail, rebuilt the burnt Beaver River Trestle and provided right of way access to eight Municipal and Water Services Commissions water lines. All these accomplishments have been a great benefit to our region in terms of the recreational, attraction and tourism opportunities and the rate payer savings for water line right of way access at no cost.

With these 20 years under our belt, North East Muni-Corr Ltd. has been able to determine the annual costs of operating the Company and our annual budget deficit is consistently around \$70,000.00. We currently sit with approximately \$160,000.00 in operating funds and \$550,000.00 in reserve. The Company holds some property that is available for sale however, at this time, there is no interest in these properties. With an eye to the long term, we prefer to hang onto the land for a time when it will be of value rather than just dumping it on the market. The reserve funds the Company holds is earmarked for ensuring the asset we have continues to be intact and available for residents in our communities for many generations to come.

An example of what we use the reserve funds for would be the eighteen trestles in the right of way. As per our Master Agreement, North East Muni-Corr Ltd. is responsible for all the maintenance and repair work required on the trestles and, as we learned, this can take a fair chunk of funding to manage. When the Beaver River Trestle partially burnt in 2012, North East Muni-Corr Ltd. committed roughly \$500,000.00 to the rebuild not to mention three years of staff time working on grant applications, fundraising, and overseeing the reconstruction from start to finish. The trestles have now been under our care and control for a number of years and many of them need repair work. North East Muni-Corr Ltd. will be contracting out this work in 2021 as well as conducting a full assessment to ensure they are safe for public use.

At our current rate and with all things remaining equal, North East Muni-Corr Ltd. will be out of operating funds in less than two and a half years at which time, the Company would implement requisitioning the ten Municipal members annually as sanctioned in the Master Agreement.

<b>North East Muni-Corr Ltd. Requisition Table for \$70,000.00 Annually</b>		
Municipality	Requisition Percent	Requestion Amount / Year
City of Cold Lake	15.2%	10,640.00
M.D. of Bonnyville	24%	16,800.00
Town of Bonnyville	6.9%	4,830.00
Village of Glendon	0.7%	490.00
Town of Elk Point	1.8%	1,260.00
County of St. Paul	24%	16,800.00
Town of St. Paul	6.6%	4,620.00
Village of Vilna	0.2%	140.00
Smoky Lake County	19%	13,300.00
Town of Smoky Lake	1.6%	1,120.00

As many of you may recall in 2018, North East Muni-Corr Ltd. introduced the idea of invoicing the Water Services Commissions who have utility lines within the right of way. This was met with a scalding response from several of the Municipalities and Commissions and were told we would be sued if we do this. Since that time, North East Muni-Corr Ltd. has worked with our legal advisors and established a committee which was tasked with bringing forward sustainability options for the Company to try and keep from having to requisition the Municipalities. This committee has spent the last year reviewing agreements, obtaining legal advice, and communicating with a variety of representatives from utility companies and the oil and gas industry to ascertain what linear loss of use is valued at and what formulas are being used for fees. It was particularly important for the committee to find a balance between fulfilling their duty as a member on the North East Muni-Corr Board while being cognizant of the affects their recommendations would have on the Municipalities and Water Services Commissions.

At our February 8, 2021 North East Muni-Corr Ltd. Board meeting, the committee brought forward a Fee Schedule document with the following recommendations:

- A) Change all agreements from ten-year renewable terms to five-year renewable terms and switch to annual invoicing. This will give the Board an opportunity to review the terms and fees on a regular basis and help with a consistent cash flow making annual budgets more manageable. This also helps with keeping track of the ownership of the pipelines. We are running into instances where companies have been sold or folded 5-6 years ago and we were not notified so a lot of time is being used to track down current pipeline owners and trying to collect back fees.
- B) Introduce an Administration Fee for all Crossing, Lease, Temporary Licence of Occupation, Industry Utility Right of Way Agreements and Access Letters. This fee is designed to offset the time staff is putting into these types of agreements which can involve site visits and multiple back and forth calls and correspondence.
- C) Increase the annual fee for Utility Right of Way Agreements.
- D) Introduce a Loss of Use & Adverse Effect Fee for Water Services Commissions Utility Right of Way Agreements.**



- E) Introduce a new agreement with an Administration Fee to deal with instances where siding lands are used for construction lay down areas.

**Loss of Use & Adverse Effect:**

The concept of loss of use and adverse effect is if a pipeline goes through a farmer's field and removes 10 acres of crop land from production, the loss of use would be, as an example, \$400.00/acre = \$4,000.00 annually. In the case of North East Muni-Corr Ltd., there is no loss of crop land so the committee had to analyze what our loss of use and adverse effect would be. In this instance, it is administration costs and liability. The committee used a simple formula to figure out the number of acres based on data obtained from the Water Services Commissions which included the length of pipeline in the corridor, the diameter of the pipe and a one metre set back on either side of the line. The committee felt this assessment was more than fair as Municipal utility right of way regulations state the ROW width is to be twice the depth of the pipeline from surface to the crown of the pipe to a minimum of 4.5metres in width. Using an average per acre cost from the oil, gas and utility industries, the annual budget deficit and taking other sources of income into consideration, the committee recommended the loss of use and adverse effect fee be set at \$600.00/acre per year. At the February 8, 2021 North East Muni-Corr Ltd. Board meeting, all ten Board members unanimously passed a motion to approve the 2021-09 Fee Schedule Policy with Attachment 2021-09A Fee Schedule.

When North East Muni-Corr Ltd. was formed, the Board was not in the position of having 20 years of hindsight. That Board did not realize the size of utility water lines that would be going in the right of way, the loss of use and costs to the Company to have them there and that they would be dealing with Commissions rather than the ten members. Neither could the Board have foreseen the decline of the oil and gas industry or the ramifications of a pandemic on Municipal assessment and Provincial funding. The committee discussed the following points:

- A) The ongoing costs to North East Muni-Corr Ltd. because of having the water utility lines in the right of way. These include surface issues, ongoing maintenance, and administration along with annual monitoring. An example is the spring opened by construction where we now have water seeping year-round in the right of way which must be monitored.
- B) The hardships Municipalities are having and the budget cuts they are now experiencing with no anticipated change in the future. To add another burden in the form of an annual requisition from North East Muni-Corr Ltd. would put most of the Municipalities in a tough position as they typically do not have a means of cost recovery for something of this nature.
- C) Most of the water utility water lines are owned by Commissions who are not members of the Company and are not legally precluded from paying a right of way access fee as per the Master Agreement. While they did not have to pay for the right of way access which saved our community rate payers thousands of dollars, they should not be exempt from paying for loss of use and adverse effect. Additionally, Commissions have a means of recovering the costs of getting water to the end user.

In conclusion, we are asking the ten Municipal members of North East Muni-Corr Ltd. to support, in principle, our long-term planning efforts to achieve self-sustainability. We have 7 agreements coming up for renewal between 2021 and 2031 and Water Services Commissions would not be subject to the fee until their current Agreement term expires. This allows them plenty of time to plan for and implement cost recovery measures. The additional Administration Fees and rate

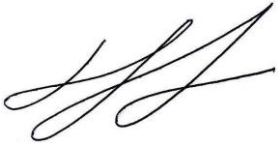
increase for the Industry Utility Right of Way Agreements are intended to help cover the annual deficit as we phase in the Loss of Use and Adverse Effect fee for the water lines.

Here is a draft example of what those costs would be for some of the water lines based on \$600.00 / acre. Please note, this is not a complete list and is intended only to provide you with an example.

Water Utility Line	Term Renewal	Number of Acres	Amount / Year
Smoky Lake – Spedden	2023	29.96	17,976.00
Spedden – Ashmont	2025	6.09	3,654.00
Ashmont – Mallaig	2028	11.42	6,852.00
Cold Lake – Bonnyville	2028	17.35	10,410.00
Smoky Lake – RR130	2030	27.77	16,662.00

If you have any questions, we encourage you to first contact your North East Muni-Corr Ltd. Board representative and/or Alternate who would have been involved in these discussions at the meetings. If they require any additional information, they can contact our office for assistance.

Sincerely,



Dwayne Yaremkevich  
President  
North East Muni-Corr Ltd.

- cc. City of Cold Lake
- M.D. of Bonnyville
- Village of Glendon
- Town of Elk Point
- Town of St. Paul
- Town of Bonnyville
- Village of Vilna
- Town of Smoky Lake
- County of St. Paul





# Smoky Lake County

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

Municipal File No. 3-62

May 20, 2021

Via Mail and E-mail: 'Dwayne Yaremkevich' [eptruss@mcsnet.ca](mailto:eptruss@mcsnet.ca)

North East Muni-Corr Ltd.  
**Attention: Dwayne Yaremkevich, President**  
PO Box 874, 5015 – 49 Avenue  
St. Paul, AB T0A 3A0

Dear Sir,

Further to your correspondence of February 17, 2021, respecting the plans and intentions of North East Muni-Corr Ltd. for funding operations, we have discussed this matter and the history of Muni-Corr in depth with our council and administration. The proposal from Muni-Corr raises immediate concerns for our municipality, as well as highlights a number of outstanding and unresolved issues that appear to consistently arise with the operations and governance of Muni-Corr. which our municipality would like to see fully raised, discussed and addressed:

1. **Proposal** – while the issue of Muni-Corr budgeting and direction will be addressed below, we particularly object to the direction taken by Muni-Corr in the proposal that has been provided. The issues are many, but can be summarized as follows:
  - (a) **Revenues** – the loss or declining nature of revenues of Muni-Corr are not simply due to a decline in one industry or another. The decline in revenues is due, at least in part, to the cost structure, conditions of use, and fees that Muni-Corr has sought from utility providers. We have discussed this matter with other franchise utility companies and provide the following for your information:
    - (i) **Budget** – the focus of Muni-Corr on budgeting for surface uses of the corridor lands (and, uninsured losses), has evolved over the years to result in dramatically higher cost of operation and maintenance to Muni-Corr;
    - (ii) **Cost** – the cost structure and fees sought by Muni-Corr have been far in excess of what many of the aforementioned utility providers can obtain through the Surface Right Board or from other property owners, and as a result they have sought rights of way elsewhere;
    - (iii) **Conditions** – the unwillingness of Muni-Corr to grant proper utility rights of way, and the insistence on fixed term grants, places at risk the utility's investment and so this too has resulted in utility providers avoiding the corridor.

In short, the financial picture for Muni-Corr is not an accident, and is a result of how the corridor lands are managed and operated. Muni-Corr has created this problem;

- (b) **Rationale** – Muni-Corr has indicated that it has falling revenues from 3<sup>rd</sup> party utility operators, and yet Muni-Corr has developed a rationale for charging additional fees to water line owners/operators based upon impact of a vague concept of loss of use due to presence of water lines. We would like



to know what instances in the history of Muni-Corr exist where Muni-Corr was prevented from accommodating another utility installation (and associated revenues) by virtue of the presence of a water main, so as to demonstrate a loss of use or loss at all. If this is truly an impact and cost that is legitimately recoverable, Muni-Corr must have many cases of such an interruption and impact caused by presence of water mains. Similarly, the "adverse effect" portion of the fee is not explained in any cogent manner. Simply put, Muni-Corr is allocating budget shortfalls to one particular type of user of the corridor;

- (c) **Errors** – the table of proposed addition fees presented by Muni-Corr within its proposal is full of errors:
- (i) there are water lines that are owned and operated by municipal members of Muni-Corr and NOT commissions that have been included; and
  - (ii) there are other water lines owned and operated by commissions that are not included within the table of proposed additional fees.

Surely something as important as this should be given the due care and attention that it deserves, so as to not be based upon errors;

- (d) **Impact to Muni-Corr Members** – the net effect of the proposal presented by Muni-Corr is that the residents and businesses of Muni-Corr members, specifically Smoky Lake County in this instance, who are members of commissions will pay disproportionately for the Muni-Corr budget costs. This is contrary to the spirit and intent of the original Muni-Corr agreement, and also contrary to particular terms of the Muni-Corr agreement. Instead of properly managing the assets provided to Muni-Corr so as to facilitate utility use, Muni-Corr is simply turning to a convenient budgetary scapegoat in targeting commissions in order to impose fees to prop up its unsustainable budget and direction. This is unacceptable to municipalities that are members of Muni-Corr and members of regional services commissions;
2. **Purposes** – as outlined in the original Muni-Corr agreement, as well as within Policy Statement No. 1 of Muni-Corr, the primary purpose of the corridor lands is for use as a public utilities right of way. However, Muni-Corr has deliberately chosen, through subsequent agreements with The Riverland Trail Society to off load the operation of the trail itself. This has in turn evolved into a shifted focus of Muni-Corr and its budget upon surface use and trails through the imposition of a financial burden that, when applied to the parties that would provide for the primary purposes for the corridor lands, imposes an unrealistic and unsustainable cost. As noted above, there is a reason why some utility providers have avoided the use of the corridor lands, and a large part of that reason is the cost. If what remains as users of the corridor lands are the members of Muni-Corr, whether directly or indirectly through a regional services commission, Muni-Corr is simply charging its own members disproportionately;
3. **Under Insured** – a glaring operational and liability issue is the fact that Muni-Corr is painfully underinsured. If the corridor lands and associated structures were to be in the name of the municipal members, they would fall within the existing municipal policies of insurance. Recent uninsured damage and reconstruction costs incurred by Muni-Corr should be a wakeup call to Muni-Corr and all of its municipal members, with respect to the lack of appropriate risk management;



4. **Alternatives** – if Muni-Corr's intent is to continue down the current pathway that has been outlined above and within the recent proposal, parties such as Smoky Lake County and the commission that it participates in, will simply have to choose alternatives that avoid the cost and risk that the current operation and management of the corridor lands proposes to place upon us. This will include:

- (a) avoiding use of Muni-Corr lands as a utility corridor, just as how many utility operators have chosen to do;
- (b) transfer commission owned facilities to the member municipalities so as to ensure that the water lines fall within the cost exemptions entrenched within the original Muni-Corr agreement; and
- (c) where warranted, expropriating the right of way needed, on terms that are appropriate, and with compensation that is appropriately scrutinized.

This would be unfortunate, as Muni-Corr will be missing out of opportunities and revenues, but the current pathway being chosen by Muni-Corr would leave many municipal members with no other choice;

5. **Corporate Governance** – while this municipality was part of the creation and organization of Muni-Corr, we can see clearly that in our collective opinions:

- (a) agendas and direction are set without input from and consultation with municipal members;
- (b) Muni-Corr continuously avoids municipal member input by requiring that appointed directors only adhere to and follow the agenda and direction, ostensibly on the basis that director fiduciary duty mandates this;
- (c) there is little to no accountability for the directions and decisions that have been made; and
- (d) the directions and decisions of Muni-Corr are dictated to the members of Muni-Corr, as opposed to being collaboratively developed;

and as such it is also our opinion that the governance structure of Muni-Corr no longer serves the interests of the member municipalities; and

6. **Reorganization** – lastly, and as a result of the all of the above, we would recommend a review of the governance structure of Muni-Corr, and a reorganization into a more modern and appropriate entity and structure going forward. The use of Part 9 of the *Companies Act* (an Act which dates back to the 1960's in its origins, and was abandoned long ago for more modern corporate governance in relation to for profit corporations), in and of itself is an indication of the necessity of or review, reorganization and evolution of Muni-Corr. The current pathway is not sustainable, in our opinion. The other alternative is for municipal members to seek direction from the Courts for an amicable separation of ownerships and interests in the corridor lands, and allow each municipal member to manage, insure, operate and maintain their respective portions without the control of Muni-Corr (of course, Muni-Corr as an operator of trails may continue under separate arrangements). We would hope that this would not be or become necessary, and that Muni-Corr and



May 20, 2021

its members can transition amicably to a more efficient, clear, collaborative, and positive form of governance and management.

While we have been patient with the operations and decisions of Muni-Corr over the past several years, and Muni-Corr has wisely corrected some of their directions affecting this municipality and other members and their commissions, the most recent problematic proposal and direction of Muni-Corr makes clear to us that all is not well or sustainable. At the risk of Muni-Corr losing further revenue streams and opportunities for new installations within the corridor lands, a discussion amongst and consultation with the municipal members of Muni-Corr is needed.

Please advise once the board of Muni-Corr has reviewed this correspondence, and a decision is made regarding the objections and requests outlined above.

Yours Truly,

A handwritten signature in black ink that reads "Craig Lukinuk".

Craig Lukinuk  
Reeve

c.c. Marianne Janke, Administrator - [info@ironhorsetrail.ca](mailto:info@ironhorsetrail.ca)



Smoky Lake County  
Attention: Craig Lukinuk, Reeve  
Box 310  
McDougall Drive  
Smoky Lake, Alberta T0A 3C0

Re: Smoky Lake County Municipal File No. 3-62

September 3, 2021

Dear Mr. Lukinuk,

To your letter dated May 20, 2021, regarding N.E. Muni-Corr Ltd.'s Fee Schedule which includes a fee to Water Commissions, please find below responses (black) to your concerns (blue) in the order they were presented.

*(a) Revenues – the loss or declining nature of revenues of Muni-Corr are not simply due to a decline in one industry or another. The decline in revenues is due, at least in part, to the cost structure, conditions of use and fees that Muni-Corr has sought from utility providers. We have discussed this matter with other franchise utility companies and provide the following for your information:*

This comment is not correct. Nowhere in its letter of February 17, 2021, was a decline in revenues mentioned in reference to Muni-Corr. The actual wording is as follows “Neither could the Board have foreseen the decline of the oil and gas industry or the ramifications of a pandemic on Municipal assessment and Provincial funding”.

*(i) Budget – the focus of Muni-Corr on budgeting for surface uses of the corridor lands (and, uninsured losses), has evolved over the years to result in dramatically higher cost of operation and maintenance to Muni-Corr.*

The evolution of the company and its expenses is to be expected. The scope and magnitude of work has changed over the years and Muni-Corr has adapted to those changes in a fiscally and managerial responsible manner. Since hiring a full-time staff person in 2007, we are now monitoring and managing access, encroachments, adjacent landowner issues, unauthorized use of the lands, reclamation, use by residents and nonprofit organizations and a host of other operational and management issues. There is not a member municipality who is operating on the same budget they had twenty years ago nor the same number of staff. To expect everything to remain as is over a twenty-year period is unrealistic.

*(ii) Cost – the cost structure and fees sought by Muni-Corr have been far in excess of what many of the aforementioned utility providers can obtain through the Surface Right Board or from other property owners, and as a result they have sought rights if way elsewhere;*

N.E. Muni-Corr respectively requests a list of utility providers who have sought rights of way elsewhere so we can ascertain if the numbers, as you suggest, are of such a significance that it would mean the difference between a deficit and a balanced budget. N.E. Muni-Corr Ltd. received transfer of CN's holdings in early 2001 which included Utility Right of Way agreements. This number has grown to over 400 in 2021. N.E. Muni-Corr Ltd. continued to invoice the agreement holders under the same terms and fees established by CN and had not undertaken a rate review of these agreements since taking them over. That is 20 years without a rate increase. In the past twenty years, only once has N.E. Muni-Corr Ltd. been challenged regarding our fee and term structure and the Utility Rights Service Board ruled in our favour over Penn West.

*(iii) **Conditions** – the unwillingness of Muni-Corr to grant proper utility rights of way, and the insistence on fixed term grants, places at risk the utility's investment and so this too has resulted in utility providers avoiding the corridor.*

This is a baseless comment and, without any support of which utility providers have avoided the corridor and their reasons for doing so, is pointless.

*In short, the financial picture for Muni-Corr is not an accident, and it is a result of how the corridor lands are managed and operated. Muni-Corr has created the problem.*

N.E. Muni-Corr Ltd. has always had lands to sell and a fee structure. The only thing that has changed is the introduction of a new linear fee with a new calculation formula without being an impediment for future utility companies is a business reality. We never had a linear line before and now there is. This is a business strategy for sustainability. You are not objecting to a linear structure because if this is with a gas or power company, you would be in favour of it. It is just water that you have an issue with.

*(b) **Rationale** – Muni-Corr has indicated that it has falling revenues from 3<sup>rd</sup> party utility operators, and yet Muni-Corr has developed a rationale for charging additional fees to water line owners/operators based upon impact of a vague concept of loss of use due to presence of water lines. We would like to know what instances in the history of Muni-Corr exist where Muni-Corr was prevented from accommodating another utility installation (and associated revenues) by virtue of the presence of a water main, so as to demonstrate a loss of use or loss at all. If this is truly an impact and cost that is legitimately recoverable, Muni-Corr must have many cases of such an interruption and impact caused by presence of water mains. Similarly, the "adverse effect" portion of the fee is not explained in any cogent manner. Simply put, Muni-Corr is allocating budget shortfalls to one particular type of user of the corridor.*

Again, your comments are not correct. Your statement as follows "N.E. Muni-Corr Ltd has indicated that it has falling revenues from 3<sup>rd</sup> party utility operators" was never said and is not true. N.E. Muni-Corr Ltd. undertook an assessment of all its fees which have not changed in twenty years. The result was the implementation of an Administration fee, clean-up deposit, late payment fees, fee for extra footage over the 99 feet and an increase to all Utility ROW and Temporary LOC agreements. Nor is it true to say N.E. Muni-Corr Ltd. is "allocating budget shortfalls to one particular type of user of the corridor". A unanimous vote of the N.E. Muni-Corr Ltd. Board approved the implementation of numerous new fees and the increase of existing fees on several types of agreements after many months of review and discussion by the Executive Committee and the Board.

*(c) **Errors** – the table of proposed addition fees presented by Muni-Corr within its proposal is full of errors:*

*(i) there are no water lines that are owned and operated by municipal members of Muni-Corr and NOT commissions that have been included; and*



*(ii) there are other water lines owned and operated by commissions that are not included within the table of proposed additional fees.*

Perhaps you missed reading the line above the table which says, "Please note, this is not a complete list and is intended only to provide you with an example".

***(d) Impact to Muni-Corr Members*** – *the net effect of the proposal presented by Muni-Corr is that the residents and businesses of Muni-Corr members, specifically Smoky Lake County in this instance, who are members of commissions will pay disproportionately for the Muni-Corr budget costs. This is contrary to the spirit and intent of the original Muni-Corr agreement, and also contrary to particular terms of the Muni-Corr agreement. Instead of properly managing the assets provided to Muni-Corr so as to facilitate utility use, Muni-Corr is simply turning to a convenient budgetary scapegoat in targeting commissions in order to impose fees that prop up its unsustainable budget and direction. This is unacceptable to municipalities that are members of Muni-Corr and members of regional services commissions.*

There is nothing about the implementation and increase of fees that are in contrary to the spirit, intent or terms of the Master Agreement. The means and cost for access for the ten municipal members of N.E. Muni-Corr Ltd. as outlined in the Master Agreement has not changed. This again is a baseless comment and is simply your opinion. Can you confirm that you are speaking on behalf of all the member municipalities and regional commissions as you've so indicated? This is an ongoing issue at the N.E. Muni-Corr Ltd. board meetings where certain attendees are wearing multiple hats and forego any conflict-of-interest declarations. As noted above, it is not clear if you are speaking on behalf of a commission, a municipality or some other party or individual that has a pecuniary interest in the decisions of N.E. Muni-Corr Ltd.

**1. *Purposes*** – *as outlined in the original Muni-Corr agreement, as well as within Policy Statement No. 1 of Muni-Corr, the primary purpose of the corridor lands is for use as a public utilities right of way. However, Muni-Corr has deliberately chosen, through subsequent agreements with The Riverland Trail Society to off load the operation of the trail itself. This has in turn evolved into a shifted focus of Muni-Corr and its budget upon surface use and trails through the imposition of a financial burden that, when applied to the parties that would provide for the primary purposes for the corridor lands, imposes an unrealistic and unsustainable cost. As noted above, there is a reason why some utility providers have avoided the use of the corridor lands, and a large part of that reason is cost. If what remains as users of the corridor lands are the members of Muni-Corr, whether directly or indirectly through regional services commissions, Muni-Corr is simply charging its own members disproportionately.*

N.E. Muni-Corr Ltd. has and continues to manage the lands as a balance of the whole. The use of the corridor as a public utility right of way is only one piece of the picture and to expect the company to ignore all other aspects of uses as outlined in its own Memorandum of Association, Articles of Association, Master Agreement, and numerous policies would be a gross dereliction of its duty. What you are suggesting is comparable to a municipality putting their money and focus on road work and ignoring all other aspects of managing their community. The rest of your comments are baseless and unsupported.

**2. *Under Insured*** – *a glaring operational and liability issue is the fact that Muni-Corr is painfully underinsured. If the corridor lands and associated structures were to be in the name of the municipal members, they would fall within the existing municipal policies of insurance. Recent uninsured damage and reconstruction costs incurred by Muni-Corr should be a wakeup call to Muni-Corr and all of its municipal members, with respect to the lack of appropriate risk management.*

N.E. Muni-Corr Ltd. is insured through RMA and the only assets that are not insured are the 18 trestles. The quote for insurance on the trestles is approximately \$80,000.00 per year. The Board opted to forego this coverage as it was cost prohibitive. If we had taken it, in twenty years, N.E. Muni-Corr Ltd. would have spent 1.6 million dollars in coverage. The fire at the Beaver River Trestle has been the only incident in the past twenty years which cost the company \$500,000.00. Currently, our general liability coverage is 6 million plus an additional 4 layers of coverage for another 25 million and is reviewed annually. We are in the process of having the insurance analyzed by RMA to ensure the company is not overpaying or duplicating coverage already included under the municipalities or Riverland Recreational Trail Society policies.

The cost of insurance is the same whether it is paid by N.E. Muni-Corr Ltd. or the municipality so, again this is a baseless comment as the insurance amounts remain the same. The only pain is the high price insurance companies charge.

**3. Alternatives** – *if Muni-Corr’s intent is to continue down the current pathway that has been outlined above and within the recent proposal, parties such as Smoky Lake County and the commission that it participates in, will simply have to choose alternatives that avoid the cost and risk that the current operation and management of the corridor lands proposes to place upon us. This will include:*

Please provide evidence of the authority given to you by the commission to speak on their behalf. At the end of the day, you are free to make your own business decisions.

**(a)** *avoiding the use of Muni-Corr lands as a utility corridor, just as how many utility operators have chosen to do;*

N.E. Muni-Corr Ltd. has provided all water lines with installation in the corridor at no charge. This has literally saved your residents, your municipality, and the water commissions hundreds of thousands of dollars in right of way access fees. Perhaps that is a number you should calculate and take a long hard look at. Not using the lands as a utility corridor is certainly an option you can choose.

**(b)** *transfer commission owned facilities to the member municipalities so as to ensure that the water lines fall with the cost exemptions entrenched with the original Muni-Corr agreement; and*

This is certainly an option you can choose, and it would be interesting to see the cost comparison of doing so vs. paying the annual fee implemented by N.E. Muni-Corr Ltd.

**(c)** *where warranted, expropriating the right of way needed, on terms that are appropriate, and with compensation that is appropriately scrutinized.*

This is certainly an option you can explore and, again, the cost analysis would be of interest.

**4. Corporate Governance** – *while this municipality was part of the creation and organization of Muni-Corr, we can see clearly that in our collective opinions:*

**(a)** *agendas and direction are set without input from and consultation with municipal members.*

This is simply an uninformed comment. N.E. Muni-Corr Ltd. is represented by stakeholders not municipal council. The Board of Directors consists of one elected official from each of the municipal members plus an appointed alternate who can attend the company meetings. We have made it very clear to you, your council and to our Board members that the role of a director on this board and the role of an elected council person in council chambers are legally very different. N.E. Muni-Corr Ltd. is a part nine not for profit company with a Board of Directors. In this case, the directors are elected officials, but their fiduciary duty is to the company and not to the municipality. They are free to bring forward and lobby for ideas from their respective municipalities but at the end of the day, they are responsible for and obligated to look after the companies interests ahead of any single municipal or individual interest. Furthermore, if your appointed elected official is not providing information back to your municipality,



that is an issue at your level and not with N.E. Muni-Corr Ltd. Every Board meeting starts with the same agenda format in which item number 2. is approval of the agenda, and the Chair always calls for any additional agenda items. The Board conducts the management and direction of the company as per its governing documents and expects input and participation from each and every one of its directors. Everything you've said here in this letter is suggesting that N.E. Muni-Corr Ltd. should conduct itself in accordance with the desires and wishes of Smoky Lake County.

*(b) Muni-Corr continuously avoids municipal member input by requiring that appointed directors only adhere to and follow the agenda and direction, ostensibly on the basis that director fiduciary duty mandates this;*

The fact is, and it was made very clear at the July 12, 2021, information session that the Board of Directors are explicitly required to conduct themselves in the best interest of the company which operates as a whole. Directors on the Board have and will continue to bring forward their municipality's individual viewpoints but at the end of the day, these viewpoints must prove to be beneficial for all and must attain a majority vote.

*(c) there is little to no accountability for the directions and decisions that have been made; and*

This is a baseless comment.

*(d) the directions and decisions of Muni-Corr are dictated to the members of Muni-Corr, as opposed to being collaboratively developed;*

*and as such it is also our opinion that the governance structure of Muni-Corr no longer serves the interest of member municipalities; and*

This is a baseless comment.

I reiterate, the structure of N.E. Muni-Corr Ltd. is for the benefit of the whole. It is guided by the Companies Act and the companies own Memorandum and Articles of Association, policies and regulations as opposed to the Municipal Government Act or any municipality or individual. Reynolds Mirth Richard Farmer offers training sessions for elected officials of municipalities to help them understand the various roles they may encounter during their term. I strongly suggest Smoky Lake County engage their services and seek clarification on those roles, responsibilities, and obligations. Your comments above clearly indicate a level of confusion and perhaps some outside guidance would be helpful.

*5. Reorganization – lastly, and as a result of all of the above, we would recommend a review of the governance structure of Muni-Corr, and a reorganization into a more modern and appropriate entity and structure moving forward. The use of Part 9 of the Companies Act (an Act which dates back to the 1960's in its origins, and was abandoned long ago for more modern corporate governance in relation to for profit corporations), in and of itself is an indication of the necessity of or review, reorganization and evolution of Muni-Corr. The current pathway is not sustainable, in our opinion. The other alternative is for municipal members to seek direction from the Courts for an amicable separation of ownerships and interests in the corridor lands, and allow each municipal member to manage, insure, operate and maintain their respective portions without the control of Muni-Corr (of course Muni-Corr as an operator of trails may continue under separate arrangements). We would hope that this would not become necessary, and that Muni-Corr and its members can transition amicably to a more efficient, clear, collaborative, and positive form of governance and management.*

This comment is full of misinformation and innuendo. There are more than 4,500 part nine companies operating in Alberta and is listed as one of the governance options available to municipalities through Alberta Municipal Affairs.

*While we have been patient with the operations and decisions of Muni-Corr over the past several years, and Muni-Corr has wisely corrected some of their directions affecting this municipality and other members and commissions, the most recent problematic proposal and direction of Muni-Corr makes it clear to us that all is not well or sustainable. At the risk of Muni-Corr losing further revenue streams and opportunities for new installations within the corridor lands, a discussion amongst and consultation with the municipal members of Muni-Corr is needed.*

N.E. Muni-Corr Ltd. is not some petulant teenager in need of parenting advice and direction from Smoky Lake County. Your tone in this letter is quite patronizing with a lot of finger pointing and baseless accusations. It clearly indicates you have little working knowledge of part nine companies, of N.E. Muni-Corr Ltd.'s governing documents and the role of a Director on this Board. You continually state throughout that you are speaking on behalf of all member municipalities and commissions without any proof of having the authority to do so. You accuse N.E. Muni-Corr Ltd. of being fiscally and managerial derelict simply because you don't agree with the Board's decision. The implementation of an annual fee for Regional Water Services Commissions was unanimously approved at a board meeting of N.E. Muni-Corr Ltd. and has been a discussion item since 2018. The decision was not made without careful and thorough consideration, discussion, consultation, research, and legal advice. It is very disappointing Smoky Lake County has resorted to threats, smear tactics, embellishment and, what appears to be a full out campaign to dismantle a company that has operated for twenty successful years just because you are not getting your own way.

In conclusion, N.E. Muni-Corr Ltd. is staying the course it has outlined for future management, operations, and sustainability. We are giving you your due consideration by answering this letter, but we will not entertain any further correspondence on this matter. We ask that you cease and desist this harassment immediately.

Sincerely,



Dwayne Yaremkevich  
President, North East Muni-Corr Ltd.

Cc: N.E. Muni-Corr Ltd. Executive Committee  
Dwayne Yaremkevich  
Maureen Miller  
Dale Hedrick  
Duane Lay



## CODE OF CONDUCT POLICY – ATTACHMENT 2021-17C

Policy #	Effective Date	Supersedes Policy	Policy Accountability
2021-17	October 4, 2021	None	N.E. Muni-Corr Ltd. Board
Policy Approver	Policy Approved	Next Review Date	Amendment Dates
N.E. Muni-Corr Ltd. Board	October 4, 2021		

### North East Muni-Corr Ltd. Director’s Duties and Obligations

- North East Muni-Corr Ltd. is a company (corporation) established under Part 9 of the *Companies Act*
- The *Municipal Government Act* contemplates that councilors may be appointed to outside boards, and requires councillors to participate “in meetings of other bodies to which they are appointed by the council” (ss. 153(c)).
- When a councillor is appointed by council as a director of a corporation, the councillor has a fiduciary duty to act in the best interests of the corporation.
- A fiduciary duty is a duty to act honestly, in good faith, and in the best interest of the corporation at all times while using the care and diligence of an ordinarily prudent and reasonable person.
  - **Duty of Care:** Act with attention, competence, diligence. Be informed about in order to make good decisions for the corporation.
  - **Duty of Loyalty:** Act honestly and in good faith in the best interests of the corporation. Avoid conflict of interest.
    - Be aware of the corporation’s conflict of interest policies.
    - Avoid actual and perceive conflict of interest and the appearance of conflict of interest by immediately declaring any conflict and following any applicable policy or statutory requirements.

- Section 92 of the *Companies Act* requires a director to declare their interest if they are in any way (directly or indirectly) interested in a contract or proposed contract with the corporation. Subject to limited exceptions, a director may not vote in respect of a contract or proposed contract in which they have an interest unless expressly provided for in the corporation's articles.
- The role of a Board of Directors is a collective action. Individual directors may bring forward the concerns and positions of the municipality they are appointed by, and take them into consideration during discussion and debate. However, the director's overriding legal obligation is to act (and vote) in the corporation's best interests.
- It is the responsibility of the Director and alternate throughout their tenure on the Board of Directors of North East Muni-Corr Ltd. to read and review any amendments to the Corporation's documents, policies or procedures.



Dwayne Yaremkevich  
President



Marianne Janke  
Administrative Coordinator

## BYLAW NO. 1484

BEING A BYLAW OF THE COUNTY OF ST. PAUL NO. 19, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF REGULATING USE OF THE CORRIDOR OWNED BY NORTH EAST MUNI-CORR LTD.

WHEREAS s.7 of the Municipal Government Act (Alberta), as amended, provides that a Municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property, and

WHEREAS the Traffic Safety Act, RSA 2000, c. T-6, authorizes a Municipal Council to pass Bylaws to regulate the operation of Off Highway Vehicles and regulate vehicle, animal and pedestrian traffic, within the Corporate Limits of the Municipality.

NOW THEREFORE the Council of the County of St. Paul No. 19 in the Province of Alberta, duly assembled, enacts:

### CITATION

1. a) This Bylaw may be cited as the County of St. Paul No. 19 "Corridor Regulation Bylaw".

### DEFINITIONS

2. a) "Chief Administrative Officer" shall mean the individual who holds that position for the County of St. Paul No. 19 at any given time and includes any person authorized to act for and in the name of that individual.
- b) "Council" means the Council of the County of St. Paul No. 19 in the Province of Alberta.
- c) "County." means the County of St. Paul No. 19 in the Province of Alberta.
- d) "Muni-Corr" shall mean North East Muni-Corr Ltd. a body incorporated in Alberta under Part 9 of the Companies Act of Alberta.
- e) "Hunting" shall mean the capturing or killing, or attempted capture or killing, of animals by means of traps, nets, firearms, bow and arrow, or other such similar means.

Insert "Camping" shall mean staying overnight within the corridor whether or not in a tent, RV, holiday trailer, motorhome or any other shelter or structure.

- f) "Peace Officer" shall mean a member of the Royal Canadian Mounted Police, Municipal Police Service, Special Constable Service, Provincial Conservation Officer, Bylaw Enforcement Officer and the County Chief Administrative Officer.
- g) "Corridor" shall mean the abandoned Railway Right-of-Way owned by North East Muni-Corr Ltd. and under the joint care and control of the County as per this Bylaw and the North East Muni-Corr Ltd. Master Agreement. This shall include any "Rest stops", "Staging areas" or additional "Lands".
- h) "Trail" means the semi-developed middle 33 feet of the corridor

which is operated as Alberta's Iron Horse Trail.

- i) "Usage Control Device" shall mean any sign, signal, marking or device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or prohibiting use of the Corridor.
  - j) "Trailer" means any device that is attached to or drawn by a Vehicle including but not limited to a towing trailer, tent trailer, camper, holiday trailer, and includes machinery or equipment used in construction or farming.
  - k) "Motor Vehicle" shall mean a Motor Vehicle as defined in Section 1(1) of the Traffic Safety Act R.S.A. 2000-C.T.6.
  - l) "Off Highway Vehicle" shall mean a Motor Vehicle as defined in Section 117 of the Traffic Safety Act R.S.A. 2000 C.T-6. that do not exceed 1.65 m in overall width.
  - m) "Weapon" means including, but not limited to, a rifle, shotgun, pistol, handgun, target pistol, air rifle, pellet gun, hunting bow, cross bow, sling shot, and paint ball gun.
  - n) "Multi-Use" means exclusive tracked OHV use and non-motorized use from January 1<sup>st</sup> to March 31<sup>st</sup> and OHV and non-motorized use from April 1<sup>st</sup> to December 31<sup>st</sup>.
  - o) "Permit" means a letter of authorization from Muni-Corr for access to the Corridor lands.
3. Words importing the masculine gender only, include the feminine gender whenever the context so requires and vice versa.
4. Words importing the singular shall include the plural or vice versa whenever the context so requires.

## REGULATION OF USE

5. Except as otherwise set out in this Bylaw Council hereby delegates to the Chief Administrative Officer the authority to regulate and control the use of the Corridor as defined in this Bylaw.
6. Unless required or permitted by this Bylaw or by a Usage Control Device, or in compliance with the directions of a Peace Officer, a Person shall not stop, park, or operate a Motor Vehicle, or, an Owner, permit his Vehicle to be stopped, parked or operated, on the Corridor.
7. Unless required or permitted by this Bylaw or by a Usage Control Device a Person shall not park or leave a Trailer on the Corridor or an Owner permit his trailer to be parked on the Corridor.
8. a) The Chief Administrative Officer is hereby delegated the authority to prescribe where Usage Control Devices, either permanent or temporary, are to be located. The Chief Administrative Officer shall cause such devices to be placed such that they are clearly recognizable in all reasonable light and weather conditions.
- b) Usage Control Devices authorized by the Chief Administrative Officer as delegated pursuant to s. 8(a) hereof, shall be deemed to have been made by bylaw of the (insert Municipality). M.D and such person is to maintain a record of all such locations, which shall be open to public inspection during normal business hours.

9. a) No person shall make or place an obstruction of any kind in, upon or above the Corridor or place any building or structure of any nature in a manner that encroaches upon any portion of the Corridor unless permission has been granted by ~~the Chief Administrative Officer Muni-Corr~~ and upon such terms and conditions as he deems necessary.
- b) Every person who fails to obtain permission or comply with the conditions attached thereto shall be guilty of an offence and shall, in addition to any other penalty, cause the removal of the obstruction or encroachment within ~~24 hours the time frame indicated~~ after being notified to do so by ~~the Chief Administrative Officer Muni-Corr~~. After the expiration of the said ~~24 hours time frame~~, ~~the Chief Administrative Officer Muni-Corr~~ may cause the removal of the obstruction or encroachment and such removal shall be at the expense of the person causing, placing or permitting the obstruction or encroachment of the Corridor.
- c) Where an obstruction or encroachment of any kind exists in, upon, or above any Corridor and, in the opinion of ~~the Chief Administrative Officer Muni-Corr~~ it creates an unsafe condition, ~~the Chief Administrative Officer Muni-Corr~~ shall be entitled to take such measures as are required for the protection of life or property.

9.1 No person, shall discharge any weapon on or over the Corridor.

**Insert** No person shall camp overnight in the Corridor unless it is in a designated area or a permit has been obtained from Muni-Corr as outlined in Section 12.

9.2 Except as provided for in Section 11, motor vehicles are not permitted on the Corridor.

9.3 Off Highway Vehicles, are permitted to be operated on the Corridor provided they comply with the following rules of the road:

- a) Registered in accordance with the Traffic Safety Act, RSA 2000, C.T-6
- b) Insured, including liability insurance, in accordance with the Traffic Safety Act RSA 2000, C.T-6
- c) Operated with consideration for the other users of the Corridor
- d) Operated in such a manner so as to only cause minimal disturbance to persons residing adjacent to the Corridor
- e) Operated in such a manner so as not to disturb, harass, injure or kill any livestock located adjacent to the Corridor
- f) Operated at a speed, that considering the circumstances, is reasonable
- g) Operated in a manner, that considering the circumstances, is not careless
- h) Yielding the Right of Way to other users of the Corridor, who are not operating Off Highway Vehicles



- i) Moving to the right side of the Corridor when encountering approaching Off Highway Vehicles
- j) When crossing a Highway that intersects with the Corridor, following the rules laid out in the Traffic Safety Act, RSA 2000, C.T-6, Section 120(3)
- k) Park in a manner so as not to obstruct the Corridor or its access points or intersections with any Highway, and not inconvenience or prevent the use of the Corridor by any other persons.
- l) Follow all aspects relating to Off Highway vehicle use in accordance with the Traffic Safety Act, RSA 2000, C.T-6 and its regulations.

**Insert: The Trail is Multi-Use allowing exclusive use for tracked OHV and non-motorized users from January 1<sup>st</sup> to March 31<sup>st</sup> and OHV and non-motorized users from April 1<sup>st</sup> to December 31<sup>st</sup>.**

- 9.4 No person shall place, permit to be placed, or throw any substance, or thing of any kind, on the ~~Railway Right-of-Way Corridor~~ or property located adjacent to the ~~Railway Right-of-Way Corridor~~.
- 9.5 No person shall climb, deface, or interfere with any structure, trees, protection system, or utility located on or adjacent to the ~~Railway Right-of-Way Corridor~~.
- 9.6 No person shall willfully remove, throw down, deface, alter, damage or destroy a Usage Control Device, placed, marked or erected on, or adjacent to, the ~~Railway Right-of-Way Corridor~~.
- 9.7 No person shall conduct himself or otherwise position himself on the ~~Railway Right-of-Way Corridor~~ in such a manner as to obstruct or inconvenience any other user of the ~~Railway Right-of-Way Corridor~~.

#### **POWERS OF PEACE OFFICERS**

- 10. a) Any Peace Officer is hereby authorized to remove or cause to be removed any Motor Vehicle, or Trailer parked in contravention of this Bylaw.
- b) Any such Motor Vehicle, or Trailer may be removed to a place designated by the Peace Officer where it will remain impounded until claimed by the owner thereof or his authorized agent.
- c) The Towing away of the Motor Vehicle, or trailer shall be in accordance with the Towing and Impound Laws contained in the Traffic Safety Act, RSA 2000, C.T-6.
- d) In the event that an owner of a Motor Vehicle, or Trailer does not claim such Motor Vehicle or Trailer, the storage and removal charges may be collected by the Tow Company pursuant to the provisions of the Traffic Safety Act, RSA 2000, C.T-6.

#### **EXCEPTIONS**

- 11. Where, considering the circumstance, it is reasonable and safe, the following groups may operate motor vehicles on the corridor when required to do so:
  - a) Emergency Motor Vehicles ~~and Off Highway Vehicles~~ including, ambulance services, fire department, ~~or~~ vehicles



being operated by on duty Peace Officers or trail groomers.

- b) Motor Vehicles used in conjunction with the servicing of public utilities including telephone systems, electric systems, natural gas systems and Cablevision systems to whom a permit has been issued by Muni-Corr.
- c) Municipal and other government public works Motor Vehicles ~~and Off Highway Vehicles~~.
- d) Towing service Motor Vehicles.
- e) Owners of land adjacent to the Corridor to whom a permit has been issued by ~~the County and/or~~ Muni-Corr.
- f) Any other individual to whom a permit has been issued by ~~the County and/or~~ Muni-Corr.

## PERMITS

- 12.
  - a) To obtain a permit pursuant to Sub-Sections 9.??, 11(e) and (f) of this Bylaw, an application must be made to Muni-Corr.
  - b) Muni-Corr may refuse to grant the permit with such terms and conditions, as he deems necessary.
  - c) Muni-Corr may grant the permit for a specified date or may allow a permit of indefinite duration.
  - d) Muni-Corr may grant a permit for a Special Event for a specified date or may allow a permit of indefinite duration.
  - e) Any applicant requesting a permit under subsection (a) hereof shall make an application in writing to Muni-Corr providing the following information:
    - (i) The description and registration information for the Vehicle or Trailer to be parked or operated on the ~~Right-of-Way~~ Corridor.
    - (ii) The location of the ~~Railway Right-of-Way Corridor~~ the applicant wishes to access.
    - (iii) The date on which the applicant proposes to access the ~~Right-of-Way Corridor~~ the applicant is requesting a permit of indefinite duration.
    - (iv) The purpose for which access to the ~~Right-of-Way Corridor~~ is requested.
    - (v) Such other information as may be required.
- 13. Coincident with issuance of the permit, the applicant shall enter into an agreement to indemnify ~~the County and~~ Muni-Corr. for any and all damages caused to the Corridor or any works made or done over, upon or under the same, as a result of the use of the Corridor pursuant to a permit.
- 14. Muni-Corr may in writing alter, suspend or revoke a permit whenever it is determined that:
  - a) The permit was issued in error.
  - b) The permit was issued based on incorrect information supplied.

- c) ~~The area indicated on the permit is required by the County for other purposes. Remove~~
  - d) The permit is in violation of any County bylaw or resolution.
15. Upon request by an applicant or permit holder and when it is determined by Muni-Corr that extenuating circumstances exist, Muni-Corr is hereby authorized to waive or alter any term of an agreement or permit required by this Bylaw.

**PENALTIES**

16. Except as otherwise provided herein, every person who contravenes any provisions of this Bylaw is guilty of an offence, and shall be liable on Summary Conviction to a fine of not more than one thousand dollars (\$1000.00) for a first offence and a fine of two thousand dollars (\$2000.00) for a second offence.
17. Every person who contravenes any provisions of this Bylaw, as enumerated in Schedule “A” herein, is guilty of an offence and shall be liable on Summary Conviction to the penalty specified therein for such offence.
18. An offence ticket shall be deemed to be sufficiently served:
- a) If served personally on the accused.
  - b) If mailed, by ordinary mail, to the address of the registered owner of the Motor Vehicle, Off Highway Vehicle or Trailer concerned, or to the person concerned.
  - c) If attached to or left securely and visible upon the Motor Vehicle, Off Highway Vehicle or Trailer in respect of which the offence is alleged to have been committed.

**TRANSITION SECTION**

19. All Usage Control Devices which are in place on the effective date of this Bylaw shall be deemed to be valid Usage Control Devices for the purposes of this bylaw until removed.

**REPEAL**

20. That Bylaw 1468 known as the “Corridor Regulation Bylaw” be and is hereby repealed.

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

READ A FIRST TIME IN COUNCIL THIS DAY OF ,2007.

READ A SECOND TIME IN COUNCIL THIS DAY OF ,2007.

READ A THIRD AND FINAL TIME, WITH THE UNANIMOUS CONSENT OF ALL COUNCILLORS PRESENT, THIS DAY OF , 2007.

\_\_\_\_\_  
REEVE

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

**SCHEDULE “A”**

**PENALTIES AND FEES**

<b>OFFENCES</b>	<b>SECTION</b>	<b>SPEC PENALTY</b>
Operate/Stop/Park Motor Vehicle on Corridor	6	\$500 2 <sup>nd</sup> Offence \$1000
Park Trailer on Corridor	7	\$100
Place Obstruction/Structure/On/Over/ Encroaching on/ the Corridor	9(a)	\$200
Discharge weapon on/over/ the Corridor	9.1(a)	\$500 2 <sup>nd</sup> Offence \$1000
Unauthorized overnight camping in the Corridor	9.???	\$100
Unregistered Off Highway Vehicle	9.3(a)	Use TSA
Uninsured Off Highway Vehicle	9.3(b)	Use TSA
Operate/Park Off Highway Vehicle without consideration for others	9.3(c)	\$250
Operate Off Highway Vehicle in a manner so as to only cause minimal disturbance to persons residing adjacent to the Corridor	9.3(d)	\$250
Operate Off Highway Vehicle in a manner that kills/disturbs/harasses livestock	9.3(e)	\$250
Operate Off Highway Vehicle at unreasonable speed	9.3(f)	\$250
Operate Off Highway Vehicle without care and attention	9.3(g)	\$250
Operator of Off Highway Vehicle fail to Yield to other user	9.3(h)	\$250
Operator of Off Highway Vehicle fail to keep to the Right when meeting other person	9.3(i)	\$100
Crossing intersection	9.3(j)	Use TSA
Operator of Off Highway Vehicle obstruct/Inconvenience/Prevent use by/ other users	9.3(k)	\$100
Operating an untracked Off Highway Vehicle on the Trail between January 1 <sup>st</sup> to March 31 <sup>st</sup> .	9.?	\$500 2 <sup>nd</sup> Offence \$1000
Littering	9.4	\$100
Climb/Deface/interfere with Structure/Trees/Protection System/Utility	9.5	\$500
Remove/Throw down/Deface/Alter/Damage/ Destroy Usage Control device	9.6	\$500
Person Obstruct/Inconvenience other user	9.7	\$250



# NSWA

NORTH SASKATCHEWAN  
WATERSHED ALLIANCE

6.15

## Invoice

202 - 9440 49 Street NW  
Edmonton, Alberta  
T6B 2M9

Date	Invoice #
9/01/2022	2023.020

<b>Phone #</b>	587.525.6827
<b>E-mail</b>	ellen.cust@nswa.ab.ca
<b>Web Site</b>	www.nswa.ab.ca

# COPY

Invoice To
Smoky Lake County PO Box 310 Smoky Lake, Alberta T0A 3C0

Description	Amount
Municipal Contribution January 1 to December 31, 2023 - Per Capita Funding Request	1,230.50
Thank you for your support	<b>Total</b> \$1,230.50

**GST/HST No.**

890443419





202, 9440 49 Street, Edmonton, AB T6B 2M9 | [NSWA.AB.CA](http://NSWA.AB.CA)



September 1, 2022

Reeve Lorne Halisky  
Smoky Lake County  
PO Box 310  
Smoky Lake, AB T0A 3C0



Dear Reeve and Council,

Has water and good water management ever not been a priority for the Smoky Lake County and its residents? Drinking water safety and supply; flooding; drought; storm water; water for growth; water for recreation. Water is a critical element of any municipality's growth and well-being. And yet, managing our water is never simple and clear cut. The challenges we face in one community are connected to our landscape and to all our neighboring communities, which means that our biggest challenge lies in working across communities, industries, and jurisdictions.

Smoky Lake County is especially important to our watershed because the county encompasses lakes, streams, and rivers, that are interconnected with other parts of the watershed. The county supports agriculture, industry, recreation, and other uses that each depend on different aspects of our aquatic system. This means that sustainability, an important goal for any municipality, is best achieved at a watershed scale.

For more than 22 years, the North Saskatchewan Watershed Alliance (NSWA) has been building collaborative partnerships to steadily improve how we manage our rivers, wetlands, and lakes, using the best and most applicable science. This important work is accomplished because of the generous support of many municipalities in our watershed, the provincial government, and water utilities.

Last year, Smoky Lake County was among the more than 40 municipalities who supported the NSWA. This year, we would again ask for the positive consideration by you and your Council in 2023 for a **total contribution of \$1,230.50**.

Your contribution goes a long way with the NSWA. We leverage your support at a **ratio of 3 to 1**, meaning NSWA can **leverage your \$1 into \$3 in project grant funding**. NSWA has received over \$3.0 million worth of project grants to support municipalities and local stewardship groups in the last five years for watershed projects.

One of several NSWA focal projects this year is building municipal policy and planning tools to help manage the condition of shorelines, including municipal environmental reserves and other managed spaces. This work builds on a unique geospatial tool developed by the NSWA for assessing the state of riparian areas and was used to assess nearly 17,000 km of shoreline in the North Saskatchewan watershed so far. It also makes use of the NSWA-developed Riparian Web Portal that enables



landowners of all kinds to see riparian assessment information and showcase their own stewardship efforts. The Riparian Web Portal won a 2022 Emerald Award in the water category.

Attached are some highlights from the 2021-22 NSWA's Annual Report so you can see where we've been, the NSWA Strategic Plan to show you what we are planning, and an invoice to simplify administering your suggested contribution. The full Annual Report and other information is available at [www.nswa.ab.ca](http://www.nswa.ab.ca)

I would be happy to connect with you and your Council to provide more information. Further, the NSWA Executive Director, Scott Millar ([scott.millar@nswa.ab.ca](mailto:scott.millar@nswa.ab.ca)) is also available to present to the Smoky Lake County and to answer any questions you may have about the NSWA.

Sincerely,

A handwritten signature in black ink, appearing to read 'S Neufeld'.

Stephanie Neufeld  
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer

# NSWA GOALS AND 3-YEAR STRATEGIES

## 1. THE NSWA SUPPORTS COLLABORATIVE PARTNERSHIPS

To achieve this goal, the NSWA will:

**Focus collaborative efforts on partnerships that can most effectively address the directions and actions of the *Integrated Watershed Management Plan*.**

*Description: The NSWA will concentrate its support on partnerships that are most likely to positively impact the ability to protect and improve water quality, water quantity, and the health of the North Saskatchewan River watershed.*

*Rationale: The highest potential to positively affect watershed function and management lies in the ability to combine and leverage the most effective work occurring in the watershed. This work maintains the momentum of the NSWA in using a partnership approach in its work.*

- Subwatershed Alliances (e.g., municipalities, Indigenous communities, NGOs)
- Partner NGOs that support on-the-ground watershed work (e.g., ALUS, Ducks Unlimited, Cows and Fish, AWES, EALT)
- Partner projects (e.g., WaterSHED, IH/CR Surface Water Quality Framework, Watershed Integrity Project)

## 2. THE NSWA IS A LEADER IN WATERSHED PLANNING

To achieve this goal, the NSWA will:

**Complete a 2025 *State of the Watershed* report to provide an update on the watershed health and implementation status of the *Integrated Watershed Management Plan* of the North Saskatchewan River watershed.**

*Description: The NSWA will use the process of updating the *State of the Watershed* report to gather data from new sources, address emerging watershed issues and evaluate the progress of the *Integrated Watershed Management Plan*.*

*Rationale: It has been 20 years since the original *State of North Saskatchewan River Watershed* report was produced. There have been advances in watershed science, monitoring and GIS datasets that would be able to provide a more detailed picture of the NSRW. There is also an opportunity to collect information from new sources such as academia, indigenous communities, municipalities, and citizen science, as well as address emerging issues such as climate change, invasive species and cumulative impacts. This process would also allow for an evaluation of the progress of the IWMP. Been 10 years since IWMP was put together with mixed progress across the plan. Good linkage to the W4L Action Plan.*

- Information from academia, Indigenous communities, municipalities, and citizen science
- Highlight emerging issues such as climate change, invasive species and cumulative impacts
- Use the opportunity to report on the progress of the IWMP



### 3. THE NSWA PROMOTES WATERSHED KNOWLEDGE SHARING

To achieve this goal, the NSWA will:

**Focus and align communications efforts on key stakeholders who have the greatest influence on watershed condition.**

*Rationale: This approach ensures good reach for minimal cost, while also promoting mutual partnership objectives.*

*Description: The NSWA will concentrate its efforts on building relationships with and providing knowledge to those most likely to improve water quality, water quantity, watershed health. The NSWA will combine forces with watershed partners with quality education and knowledge platforms, to maximize the reach of NSWA's knowledge and programming.*

- Align communications with watershed planning partners such as AEP, Alberta Water Council and other WPACS
- Leverage communications from NGO partners such as Alberta Lake Management Society (ALMS), Cows and Fish, Ducks Unlimited, Alternative Land Use Services (ALUS), Agroforestry and Woodlot Extension Society (AWES) and others

### 4. THE NSWA REMAINS A FUNCTIONAL AND SUSTAINABLE ORGANIZATION

To achieve this goal, the NSWA will:

- Seek to broaden and diversify its funding sources.
- Enhance the organization's stability by effectively supporting NSWA staff.
- Provide strong society governance mechanisms and structure.

*Description: The NSWA will address three key areas of the organization to ensure its long-term sustainability and ability to adapt to change.*

*Rationale: To continue to be an effective Watershed Planning and Advisory Council the NSWA must have a strong governance structure, long term funding and committed, qualified staff.*

**Jenna Preston**

---

**From:** Dan Gawalko  
**Sent:** September 16, 2022 10:03 AM  
**To:** Lydia Cielin; Patti Priest; Dave Franchuk; Jenna Preston  
**Subject:** Fwd: Request for assistance with sandy school playground tillage - Vilna School

Can you please add this as an addition to the departmental or upcoming council meeting thank you

Sent from my iPhone

Begin forwarded message:

**From:** Karen Holowaychuk <Karen.Holowaychuk@asperview.org>  
**Date:** September 16, 2022 at 8:47:03 AM MDT  
**To:** Dan Gawalko <dgawalko@smokylakecounty.ab.ca>  
**Subject:** Request for assistance with sandy school playground tillage - Vilna School

Smoky Lake County and County Councilors,

Good day. The Vilna School is asking for assistance with the cultivation of their sand bottom playgrounds. Over the past year several weeds have taken over the sandy area and the school does not want to use chemicals for the purpose of getting rid of the weeds. We would like the sand to be cultivated so that our senior students can then rake and remove all the weeds from these areas( part of their Community Volunteer Hours). Also, the cultivation of the sandy playground areas introduces air to the sand and as such, allows the sand to be a safer and better landing spot for children using the playground especially during the Fall and Winter seasons prior to the heavy snow.

Thanking you in advance for your assistance from the administration, staff, students, and community members that utilize these playgrounds.

Ms. Karen Holowaychuk  
Physical Education Teacher, Vilna School

# Monthly Release of Information



SEPTEMBER 2022							Release for Information #
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
				1	2	3	<p><u>August 2022</u></p> <p><b>August 23, 2022 – R54-22:</b> RMA: Contact Newsletter: August 19, 2022. <b>F</b></p> <p><b>August 29, 2022 – R55-22:</b> RMA: Contact Newsletter: August 26, 2022. <b>F</b></p> <hr/> <p><b>R56-22:</b> RMA: Contact Newsletter. September 2, 2022. <b>F</b></p> <p><b>R57-22:</b> RMA: Contact Newsletter. September 9, 2022. <b>F</b></p> <p><b>R58-22:</b> UCC-ACP Bulletin – September 9, 2022. <b>F</b></p>
4	5	6	7	8 <b>R56-22</b>	9	10	
11	12	13	14	15 <b>R57-22</b> <b>R58-22</b>	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		



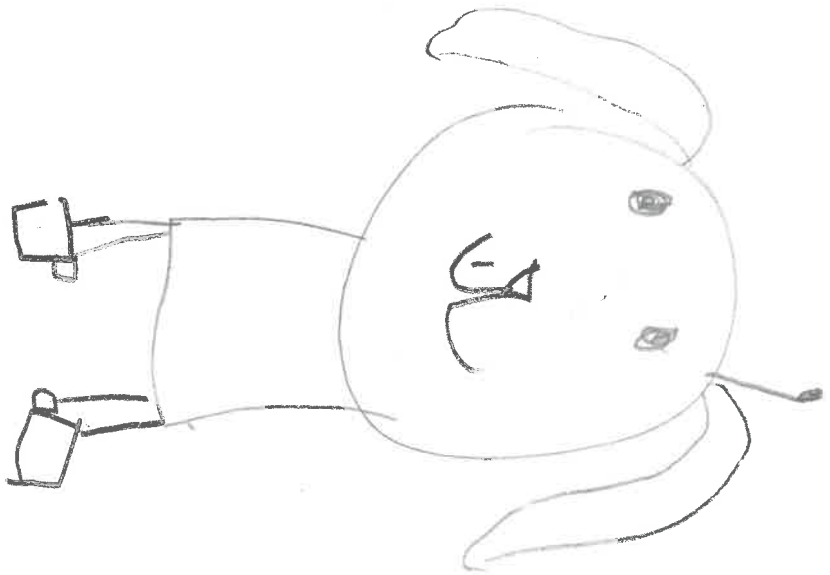
thank  
you

Jennifer  
Natalie  
Clarissa  
Katie  
Jenn H.  
Stephanie

Peggy  
Ash  
Michelle  
Jana  
Carla  
Elena

Thank you for your  
donation to our  
event!

Kinetics  
Ladies Night Out 22



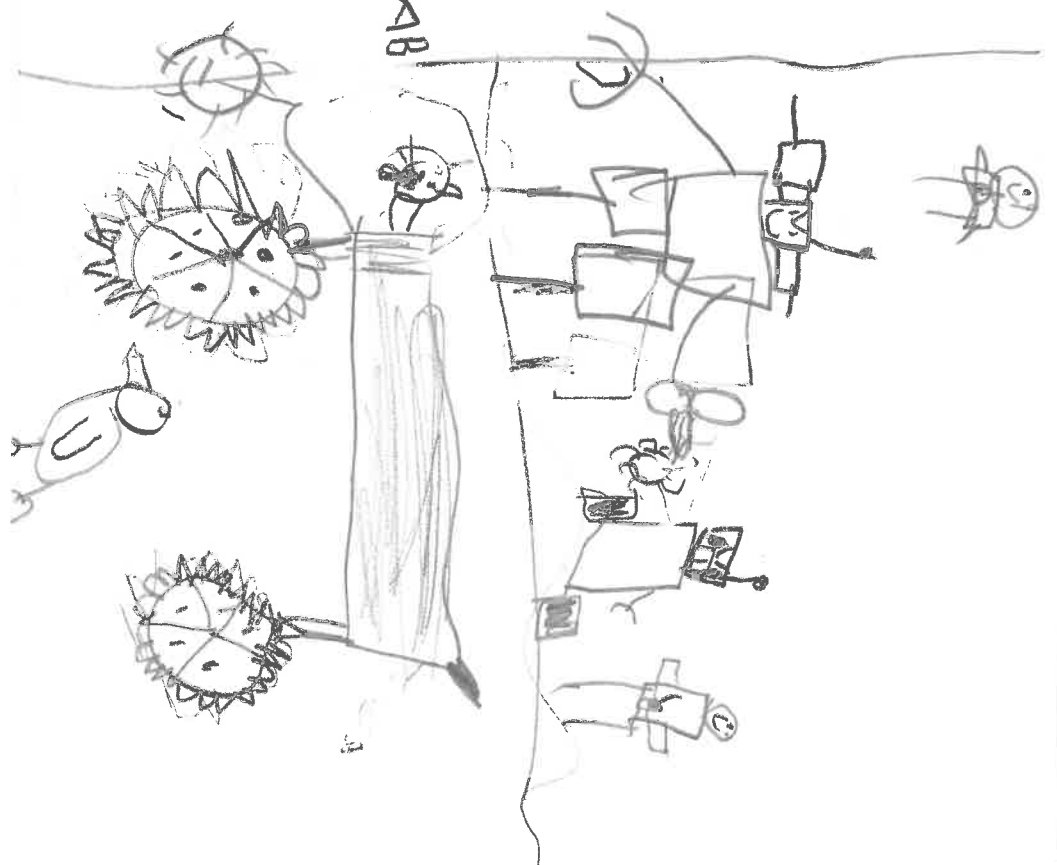
Thank you  
County of Smoky  
LaKey



# I had fun at Robotics!

100110050  
11019050  
103913  
605,90  
01,09  
30 AXA = AD

$$A \times B = AB$$





Thank you contact  
Stacy Lake

From:  
Maksim



I had fun  
at robotics.

robot



Thank you!  
County of  
Smoky Lake!





Thank-you!  
County of  
Snobly Label  
Thank-you  
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and the money  
to go!

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