

## SMOKY LAKE COUNTY

### **A G E N D A: County Council Meeting for the purpose of Departmental Operations to be held on**

Tuesday, **November 15, 2022** at 9:00 o'clock A.M.

Virtual through Zoom Platform

Meeting ID: 863 0277 4685 Passcode: 436706

<https://us02web.zoom.us/j/86302774685?pwd=V01UOWV6WXdxUTNLTnpja1RFSE96dz09>

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

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#### **1. Meeting:**

Call to Order

#### **2. Agenda:**

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

#### **3. Minutes:**

No minutes.

#### **4. Request for Decision:**

1. Sale of Capital Equipment Unit 454 24' Enclosed Interstate Trailer. ©
2. Change Order – BF78004 and BF77862 Rehabilitation Add-On. ©

#### **5. Issues for Information:**

##### **1. Manager Reports**

##### **Public Works:**

- a. Public Works Manager. ©
  - i. Council Requests Summary: Reports are on Service Tracker (Pilot Project).
  - ii. Road Projects.
- b. Public Works Road Foreman. *(To be handed out at meeting)*
- c. Public Works Shop Foreman. ©

##### **Protective Services:**

- d. Peace Officer. ©
- e. Fire Chief. ©
- f. Loss Prevention Coordinator. *(To be handed out at meeting)*

##### **Planning and Development:**

- g. Planning and Development Manager. *(To be handed out at meeting)*

##### **Natural Gas:**

- h. Natural Gas Manager. ©

##### **Environmental Operations/Parks and Recreation:**

- i. Environmental Operations/Parks and Recreation Manager. *(To be handed out at meeting)*

**Agricultural Service Board:**

j. Agricultural Fieldman. ©

**Administration:**

k. GIS Technician. ©

l. Communications Officer. ©

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

2. Training Reports

a. Environmental Operations. ©

3. Manager Work Plans

No Work Plans

**6. Correspondence(s):**

**7. Delegation(s):**


**8. Executive Session:**

**Adjournment**



<b>REQUEST FOR DECISION</b>	<b>DATE</b>	November 15 <sup>th</sup> , 2022	<b>4.1</b>
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<b>TOPIC</b>	<b>Sale of Capital Equipment Unit 454 24' Enclosed Interstate Trailer</b>
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<b>PROPOSAL</b>	<p><b>HISTORY:</b> This trailer was purchased in 2012 when Fire &amp; Agricultural Services were one Department. It was purchased for the purpose of hauling around fire equipment as well as the Argo for trapping. Since this trailer was supposed to be a shared unit at the time it made sense to have such a large trailer, operations have since changed and there isn't a need for a trailer like this.</p> <p><b>BACKGROUND:</b> At the June 17<sup>th</sup>, 2022 ASB Meeting Council approved the unbudgeted expenditure of \$6,800+GST to replace Unit 454 Enclosed Interstate Trailer with a more appropriate trailer for the Agricultural Services Department. A 2022 Double A Excel Series Utility trailer was purchased from Capital Trailers. Unit 454 Enclosed Interstate Trailer was listed for sale on an "as is - where is" basis for \$16,500+GST. After no interest was expressed the asking price was lowered at the October 11, 2022 ASB Meeting to 10,000 OBO + GST.</p> <p>Council Motion #1097-22: That Smoky Lake County advertise to sell the Agricultural Service board Department's Unit 454, Year-2012, 24', Enclosed Interstate Trailer, as is - where is, with a sale value in the amount of \$10,000.00 or best offer pending Council's approval; as there was no successful sale of the said trailer with an anticipated sale value in the amount of \$16,500.00, further to the June 17, 2022, Motion #779-22.</p> <div style="background-color: #004a87; color: white; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">EQUIPMENT FOR SALE</div> <div style="display: flex; align-items: flex-start;"> <div style="flex: 1;">  </div> <div style="flex: 2; padding-left: 10px;"> <p style="font-weight: bold; font-size: 1.1em;">24' Aluminum Enclosed Interstate Trailer</p> <p>Tandem axle, fully enclosed trailer, 5200 LBS capacity</p> <p style="font-weight: bold; font-size: 1.1em;">\$ 10,000.00 OBO + GST</p> </div> </div> <p style="text-align: center;">Visit our website for more details and pictures:  <a href="http://www.smokylakecounty.ab.ca/p/equipment-for-sale" style="color: #004a87; font-weight: bold;">www.smokylakecounty.ab.ca/p/equipment-for-sale</a></p> <p style="text-align: center;">For more information, questions or to schedule a viewing please contact:</p> <p style="text-align: center;"><b>Amanda Kihn, Acting Agricultural Fieldman,</b> at 780-650-5444</p> <p style="text-align: center;"><i>Smoky Lake County reserves the right to review and consider offers received. The preferred offer will be considered as pending until approved by Municipal Council.</i></p>
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CORRELATION TO BUSINESS (STRATEGIC) PLAN	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	
BENEFITS	
DISADVANTAGES	• N/A
ALTERNATIVES	• None
FINANCE/BUDGET IMPLICATIONS	
Operating Costs: N/A	Capital Costs: N/A
Budget Available: N/A	Source of Funds: N/A
Budgeted Costs: N/A	Unbudgeted Costs: N/A
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	
COMMUNICATION STRATEGY	

<b>RECOMMENDATION</b>	
That Smoky Lake County Council accept the offer of \$9,000+GST for Unit 454 Enclosed Interstate Trailer from Matt Woynarowich for the total sum payable to Smoky Lake County of \$9,450.00.	
Chief Administrative Officer	<i>[Signature]</i> for CAO
Agricultural Fieldman	

## Jenna Preston

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**From:** Amanda Kihn  
**Sent:** November 10, 2022 10:01 AM  
**To:** Jenna Preston  
**Subject:** FW: Equipment for Sale - Unit 454

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**From:** Matt Woynarowich <matt.woynarowich@gmail.com>  
**Sent:** October 26, 2022 9:21 PM  
**To:** Amanda Kihn <amandak@smokylakecounty.ab.ca>  
**Subject:** Equipment for Sale - Unit 454

Good Evening Amanda,

In response to the Smoky Lake County listing of equipment for sale, Unit 454 – 24' Aluminum Enclosed Trailer, I propose the following offer.

Proposed purchase price of \$9,000.00 plus 5% GST (\$450.00)

Total Sum Payable to Smoky Lake County of \$9,450.00 CAD.

I hope that both yourself and the Smoky Lake County Municipal Council will find this offer to be satisfactory.

Thank you for your time, and I look forward to hearing back from you!

Thanks,

Matt

Matt Woynarowich  
780-207-7040  
[matt.woynarowich@gmail.com](mailto:matt.woynarowich@gmail.com)

# REQUEST FOR DECISION

DATE

November 15, 2022

4.2

## TOPIC Change Order – BF78004 and BF77862 Rehabilitation Add-On

### PROPOSAL

### BACKGROUND:

Formula Alberta Ltd was awarded the contract to undertake the replacement of the Bridge on RR130 and are currently underway.

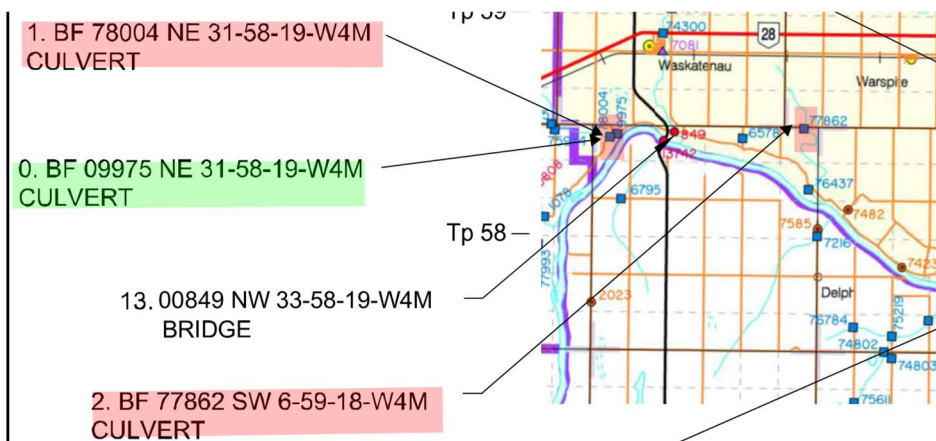
BF 78004 and BF77862 are currently rated as “2” with structural ratings of 22.2% each. These bridge files are reaching end of life and in need of replacement. Smoky Lake County was successful in obtaining funding from STIP for these structures to undertake some repairs and structural reinforcement to extend the useable life for these structures.

Bridge File	Year	Location	Structure Type	Structural Rating	Notes	Engineering Cost	Construction Cost	Total Cost
BF 78004	2022	NE 31-58-19-W4M Township Rd. 562A West of Range Rd. 255A	2" Longitudinal Arches	22.2%	Rehabilitation Tender prepared in 2021 - Due to lack of funding, tender delayed STIP application approved in 2021, funds reallocated to the repair of 9915 BFO submitted 2020 480 grant application 2021 denied STIP application approved in 2021 Report in 2022	\$18,000	\$227,370	\$245,370
BF 77862	2022	SW 06-09-18-W4M Township Rd. 500 East of Range Rd. 330	2" Barrel Decks	22.2%	Rehabilitation Tender prepared in 2021 - Due to lack of funding, tender delayed STIP application submitted 2018 & 2019 denied STIP funding received in 2020, funds reallocated to the repair of 9915 STIP application approved in 2021 Report in 2022	\$15,000	\$75,802	\$90,802

The County was successful in obtaining funding for the repairs of these structures, as highlighted below and detailed in the attachment.

Bridge File	Total Estimated Project Cost 2021 (Including Engineering)	AT Share	Smoky Lake County Share	Construction Estimate (Including Contingency)
BF78004	\$245,370	\$184,028	\$61,342	\$227,370
BF 77862	\$81,702	\$61,277	\$20,425	\$75,802
<b>Total</b>	<b>\$327,072</b>	<b>\$245,305</b>	<b>\$81,767</b>	<b>\$303,172</b>

The two bridge files are located as shown on the map below.



We asked Formula to provide a quote to undertake this work. Similar to the RR130 project, the estimate we provided for approval from STIP was using 2021 numbers and since that time we have an unprecedented escalation in costs across the spectrum. Formula's quote was \$64,729 higher than the STIP award. The

County's total obligation increases by approximately 79% to **\$146,496**. The revised cost summary is provided below.

Bridge File	Formula Quote (not including GST)	Construction Estimate	Variance
BF78004	\$290,200	\$ 227,370	28%
BF77862	\$77,700	\$75,801	3%
Total	\$367,900	\$303,171	21%

In 2022, the County reserves are projected as follows:

Restricted Surplus		2021	2022
Economic Development	Funds collected from members of the Regional Community Development Committee (RCDC) for future projects	59,223	-15,777
Municipal Reserve	Funds collected in lieu of subdivision natural reserve	47,295	47,295
General Operating	Reserves not allocated to projects as well as reserves carried forward to the next year - funding source property taxes	2,354,858	1,603,706
General Capital	Primarily for specific purchases and projects - funding source property taxes	3,461,875	2,416,875
Building Reserve	Building repairs & rehabilitation - funding source property taxes	1,197,539	990,265
Fire	For Fire equipment replacement and fire emergencies - funding source property taxes	1,342,335	1,514,335
Landfill	For waste equipment and landfill improvements - funding source property taxes	249,160	294,160
Transportation	For specific public works projects and equipment - funding source property taxes	1,224,496	449,496
Road Development	For roads damaged by natural resource extraction - funding source aggregate license fee	1,623,575	1,563,575
Gravel Pit Reclamation	For the reclamation of gravel pits - funding source gravel sales	462,922	475,922
Gravel Pit Development	For the development of new gravel pits - funding source gravel sales	107,874	121,874
Connectivity	For the development or improvement of internet services - funding source was the sale of CCI shares in 2020	476,523	476,523
Street Sweeper	For the replacement of a regional street sweeper - funding source - fees charged for street sweeping services	61,060	61,060
Water	For water and sewer projects - funding source property taxes	261,233	240,233
Agriculture Services	For Agricultural Equipment replacement - funding source property taxes	0	40,000
Gas Reserve	For natural gas projects - funding source gas, odorant, and compressed natural gas sales	2,080,298	2,027,298
Total Reserves		15,010,267	12,306,841

	The County portion was originally intended to be funded from the Federal Gas Tax. To fund the escalation, Administration is recommending to also fund from the General Capital reserve account. The balance of the accounts after the funds are utilized would be \$2,352,146.
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**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

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

<b>BENEFITS</b>	The work could potentially extend the usable life of these structures by 10 to 15 years.
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<b>DISADVANTAGES</b>	By taking no action, the structures will likely fail beyond repair requiring significantly more expensive replacement funding. If these bridge files are not repaired, they could catastrophically fail forcing the closure of the roads.
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**ALTERNATIVES**

**FINANCE/BUDGET IMPLICATIONS**

<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b> _____	<b>Unbudgeted Costs:</b> _____

<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	N/A
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**COMMUNICATION STRATEGY**

**RECOMMENDATIONS**

**That Smoky Lake County approve the escalation funding for the repair of BF78004 and BF77862 of \$64,729 from the Capital Reserve account and award the repairs of BF78004 and BF77862 to Formula Alberta Ltd as an approved change order to their existing contract pursuant to the award of the STIP grants for these bridge files by Alberta Transportation.**

<b>CHIEF ADMINISTRATIVE OFFICER</b>	
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October 22, 2022  
File: 2021-3156

Gene Sobolewski  
Chief Administrative Officer  
PO Box 310  
4612 McDougall Drive  
Smoky Lake, AB TOA 3C0

Re: CHANGE ORDER#1 - 20213156-1 BRIDGE REPLACEMENT BF 13398  
BF78004 AND 77862 CULVERT REHABILITATION WORK

Dear Gene:

A contemplated change notice was issued to Formula Alberta Ltd. to add the culvert rehabilitation work required for BF78004 and BF77862 to the existing Contract 20213156-1 for the Bridge Replacement of BF13398.

The approved STIP amounts for the construction of BF78004 and BF77862 were \$227,370 and \$75,801 respectively. The table below summarizes the total estimated project costs, breakdown of funding allocations and construction cost estimates.

Bridge File	Total Estimated Project Cost 2021 (Including Engineering)	AT Share	Smoky Lake County Share	Construction Estimate (Including Contingency)
BF78004	\$245,370	\$184,028	\$61,342	\$227,370
BF 77862	\$81,702	\$61,277	\$20,425	\$75,802
<b>Total</b>	<b>\$327,072</b>	<b>\$245,305</b>	<b>\$81,767</b>	<b>\$303,172</b>

We worked with Formula Alberta Ltd. as part of the design to develop the most economical solution for the rehabilitation of these pipes. A summary of quotes received in comparison with construction estimates are summarized in the following table. (refer to attached Cost Estimate & Bid Price Comparison Summary Sheet):

Bridge File	Formula Quote (not including GST)	Construction Estimate	Variance
BF78004	\$290,200	\$ 227,370	28%
BF77862	\$77,700	\$75,801	3%
Total	\$367,900	\$303,171	21%

The following table details the variances in the 'C' cost estimate prepared in November 2021 and the bid provided by Formula Alberta Ltd. for items higher than +/- 20%.

Bid Item	'C' Cost Estimate	Formula Alberta Ltd.	% Variance
BF78004			
Traffic Accommodation	\$2,500	\$5,000	200%
Roadway Work	\$2,500	\$5,000	200%
Install Shot Crete floor	\$50,000	\$85,000.00	70%
Supply and Install Steel Struts	\$60,000	\$95,000.00	58%
Structural Backfill - Granular	\$10,000	\$20,000.00	200%
Heavy Rock Rip Rap	\$10,000	\$24,000.00	240%
BF78004			
Traffic Accommodation	\$2,500	\$5,000	200%
Supply and Install Steel Struts	\$30,000	\$52,500	75%
Total Variance from 'C' Cost Estimate			21%

The cost variance is largely due to the volatile increase in steel supply costs, increasing fuel costs and decreasing number of local shotcrete subcontractors since the STIP application was submitted. Considering these factors, the bids submitted are representative of current market value for this work given the volatility of current 2022 markets.

Based on previous experience, Formula Alberta Ltd. has a long track record of completing similar work across Alberta including directly for Smoky Lake County. We feel confident that Formula Alberta Ltd.

can undertake and execute the proposed work. Following a review of the County's available budget, it is recommended that the contract for BF 78004 and BF77862 be added to the current scope of work under BF13398 to Formula Alberta Ltd.

Should you have any questions, comments, or require additional information please do not hesitate to contact the undersigned.

Yours truly,



Jen Plamondon, P.Eng.  
Project Manager

Attachment: Cost Estimate & Bid Price Comparison Summary Sheet

Smoky Lake County  
 BF78004 & BF77862 Culvert Rehabilitation  
 Cost Comparison Sheet

Oct-22

		Cost Estimate vs. Bid Price Comparison			ASSOCIATED (Revised for 2021 STIP)		FORMULA ALBERTA (Bid Quotes - 20220719)	
Bridge File	No.	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount
78004	1	Mobilization (GS 1.2.9)	1	LS	\$17,225	\$17,225	\$25,000	\$25,000
	2	Traffic Accommodation (SP 3.8.4)	1	LS	\$2,500	\$2,500	\$5,000	\$5,000
	3	Roadway Work (SP 3.12.1)	1	LS	\$2,500	\$2,500	\$5,000	\$5,000
	4	Install Shot Crete Floor	1	LS	\$50,000	\$50,000	\$85,000	\$85,000
	5	Steel Struts (CCN 1 9.3)	1	LS	\$60,000	\$60,000	\$95,000	\$95,000
	6	Structural Backfill - Granular	1	LS	\$10,000	\$10,000	\$20,000	\$20,000
	7	Structural Backfill - Non Granular / Clay Seal	1	LS	\$33,750	\$33,750	\$30,000	\$30,000
	8	Heavy Rock Rip Rap	40	m3	\$250	\$10,000	\$600	\$24,000
	9	Permanent Erosion Control Barrier	100	m	\$25	\$2,500	\$10	\$1,000
	10	Total Suspended Solids (TSS) Testing (SP 3.30.4) - DELETABLE	1	day	\$500	\$500	\$100	\$100
	11	Fish Capture and Release (SP 3.31.1) - DELETABLE	1	day	\$500	\$500	\$100	\$100
		Contingency				\$37,895		
Subtotal						\$227,370		\$290,200
77862	1	Mobilization (GS 1.2.9)	1	LS	\$5,742	\$5,742	\$15,000	\$15,000
	2	Traffic Accommodation (SP 3.8.4)	1	LS	\$2,000	\$2,000	\$5,000	\$5,000
	3	Roadway Work (SP 3.12.1)	1	LS	\$19,425	\$19,425	\$5,000	\$5,000
	4	Steel Struts (CCN 1 9.3)	15	m	\$2,000	\$30,000	\$3,500	\$52,500
	5	Total Suspended Solids (TSS) Testing (SP 3.30.4) - DELETABLE	1	day	\$3,000	\$3,000	\$100	\$100
	6	Fish Capture and Release (SP 3.32.1) - DELETABLE	1	day	\$3,000	\$3,000	\$100	\$100
		Contingency				\$12,634		
Subtotal						\$75,801		\$77,700
Total BF78004 & BF77862						\$303,171		\$367,900



5.1.a



### DOUG PONICH

Goal	Progress Update	Current Completion
<b>Public Works Manager Work Plan</b>		
→ Public Works Department Daily/Weekly/Monthly Plan : 100%	<b>Doug Ponich:</b> <b>Achievements:</b> No update.  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i> 2022/02/15	1% 0.555 / 100 99% behind
→ Administrative (PW Manager) : 100%	<b>Doug Ponich:</b> <b>Achievements:</b> Meeting with Gas Contractor regarding infrastructure in Bellis. Oct. 13  Pre- Construction Meeting; BFI3398 ( RR 130, north of TWP 600 ) Oct. 14 - Construction to begin on Monday, October 17.  County Departmental Meeting. Oct. 18  Joint Health and Safety Meeting. Oct. 20  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i> 2022/10/17	8% 8.33 / 100% 92% behind
		0% 0 / 100% 86% behind

Goal	Progress Update	Current Completion
→ Council Member Inquiry (PW Manager) : 100%		0% 0 / 100% 99% behind
→ Dust Control (PW Manager) : 100%	<p><b>Doug Ponich:</b> Achievements: No update.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/11/10</p>	0% 0 / 100% 86% behind
→ Gravel (PW Manager) : 100%	<p><b>Doug Ponich:</b> Achievements: Haul screened sand from Sowka Lake Pit to County Shop Yard for winter calcium treatment. Oct. 11, 12, 13</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/10/13</p>	0% 0 / 100% 86% behind
→ Maintenance (PW Manager) : 100%	<p><b>Doug Ponich:</b> Achievements: Continue grader road maintenance.</p> <p>Patching:</p> <ul style="list-style-type: none"> <li>- RR 183; TWP 600 - 602. Oct. 11 Div. 5</li> <li>- RR 122; south of HWY 28. Oct. 12, 13 Div. 1</li> <li>- TWP 594, east of HWY 28. Oct. 13 Div. 1</li> <li>- RR 162, north and south of HWY 28. Oct. 14 Div. 3 &amp; 4</li> <li>- RR 193, south of HWY 28. Oct. 17 Div. 5</li> <li>- TWP 604, east of RR 191. Oct 17 Div. 5</li> <li>- TWP 602, west of RR 165; over culvert installation cut area. Oct. 18 Div. 4</li> <li>- RR 122, south of HWY 28. Oct. 18 Div. 1</li> <li>- Dust control at 16540 - TWP 592A. Oct. 24 Div. 3</li> <li>- RR 130, north of TWP 602. Oct. 28, 31 Div. 1</li> <li>- TWP 602, west of RR 165. Oct. 31 Div. 4</li> </ul> <p>Tree removal in all Divisions after strong winds. Oct. 11, 12, 13</p> <p>Haul away deadfall from beneath BF70734; TWP 604, east of RR 170. Oct. 12 Div. 4</p>	0% 0 / 100% 86% behind

Clean ditches, culvert ends and pull away beaver dams along RR 165, from TWP 612 – 620. Oct. 12  
Div. 4

Culvert installation:

- Install new culvert at south approach along TWP 600, 700m. west of RR 180. Oct. 13 Div. 5
- Install new culvert at RR 144, 1.1km. north of TWP 600. Oct. 14 Div. 4
- Replace culvert at north approach along TWP 582A, 650m. west of RR 182. Oct. 17 Div. 3
- Replace culvert at TWP 600 430m. west of RR 170. Oct. 18 Div. 4
- Install new culvert at RR 192, 1.1km. north of TWP 604. Oct. 19 Div. 5
- Fill in washout next to culvert along north side of TWP 611, 300m. east of RR 170. Oct. 20 Div. 4
- Clean east ditch along RR 153, 1km. north of TWP 582. Oct. 21 Div. 2
- Install new culvert at TWP 584, 650m. west of HWY 857. Oct. 24 Div. 2
- Install new culvert at RR 165, 450m. south of TWP 613. Oct. 25 Div. 4
- Clean culvert ends at TWP 611, east of RR 170. Oct. 25 Div. 4
- Install new culvert at Victoria Trail, 200m. east of RR 180A. Oct. 26 Div. 3
- Install new culvert at west approach along RR 155, 700m. north of HWY 28. Oct. 27 Div. 4
- Rip-rap culvert ends:
  - Victoria Trail, 200m. east of RR 180A. Oct. 31 Div. 3
  - TWP 600, 450m. west of RR 170. Oct. 31 Div. 4
- Trim culvert ends at 2022 installs. Nov. 1, 2, 3

Staked culvert locations that have natural spring ice build up throughout the winter season. Nov. 4

Flush culverts along RR 165, north of TWP 611. Oct. 19 Div. 4

Brushing and tree removal:

- TWP 592, east of HWY 859. Oct. 13 Div. 2
- RR 164, north of TWP 602 ( beaver issue ) Oct. 14 Div. 4
- RR 132, HWY 652 – TWP 582. Oct. 14 Div. 2
- RR 132, south of TWP 584. Oct. 14 Div. 2

- RR 170, north of TWP 610. Oct. 14 Div. 4
- TWP 590, west of HWY 857. Oct. 17 Div. 2
- RR 155, south of HWY 28. Oct. 17 Div. 3
- RR 133, south of TWP 584. Oct. 20, 21 Div. 2
- RR 134, south of TWP 582. Oct. 21 Div. 2
- RR 165, north of TWP 604. Oct. 24 Div. 4
- RR 164, TWP 600 - 602. Oct. 25 Div. 4
- TWP 600, HWY 855 - RR 170. Oct. 25 Div. 4
- RR 175, TWP 604 - 602. Oct. 26 Div. 5
- TWP 612, east of RR 185. Oct. 26 Div. 5
- RR 185, south of TWP 612. Oct. 26 Div. 5
- RR 183, north of TWP 602. Oct. 26 Div. 5
- RR 182, north of TWP 602. Oct. 26 Div. 5
- TWP 590, east of HWY 857. Oct. 26 Div. 2
- TWP 592, east of RR 160. Oct. 27 Div. 3
- RR 164, north of TWP 602. Oct. 27 Div. 4
- TWP 594, RR 162 - 155. Oct. 27 Div. 4
- TWP 592, west of RR 142. Nov. 1 Div. 2

Skid steer with brushing head:

- RR 160, north of TWP 592. Oct. 12, 13 Div. 3
- NW & NE intersection of RR 165 & TWP 602. Nov. 2 Div. 4
- Walking Trail north of Smoky Lake Complex as per County Motion. Nov. 4
- East ditch along RR 195, south of HWY 28. Nov. 7 Div. 5

Skid steer cleaning floor at Sand/Salt Building in preparation for calcium treated sand. Oct. 14

Sign repair and installation:

- Replace Checker Board sign at RR 123 & Garner Lake. Oct. 19 Div. 1
- Straighten Bridge Marker signs, Oct. 19, 20, 21, 24



- Replace 50k. sign along RR 164, south of 59168- RR 164. Oct. 25 Div. 3
- Install Heritage Sign along Victoria Trail, 1km. west of RR 185. Oct. 25 Div. 3
- Replace Stop sign at TWP 590 & RR 153. Nov. 1 Div. 3
- Straighten Road Address sign at TWP 592A & RR 154A. Nov. 1 Div. 3
- Replace Checker Board sign at RR 141 & TWP 602. Nov. 1 Div. 1
- Replace Stop sign at TWP 604 & RR 163. Nov. 1 Div. 4
- Riparian Health Educational sign at entrance to Sunrise at Garner Lake. Nov. 3 Div. 1
- Stand up Road Address sign at TWP 594 & HWY 28. Nov. 7 Div. 3
- Repair Checker Board sign at RR 131 & TWP 600. Nov. 7 Div. 1
- Continue Fall Sign Inspections. Nov. 7
- Straighten Road Address sign at TWP 604 & RR 191. Nov. 7 Div. 5

Cutting away grass and any growth from along bridge railings through out the County. Oct. 20, 21, 24

Water 2022 MG projects and have graders blade out wash board. Oct. 20

Wash and detail belly dump trailers and tractors. Oct. 26, 27

#### Smoky Lake Creek Drainage Project

- Skid steer with brushing head : Ditch west of RR 180 - HWY 28 Oct. 26, 27, Nov. 1 Div. 3
  - Ditch east of RR 180; 300 meters. Oct. 27 Div. 3
  - Ditch north and south of culvert #6 Oct. 28 Div. 3
- Haul track-hoe and begin clearing silt along creek bed east and west of RR 180. Oct. 27, Div. 3
- Track-hoe clearing silt north and south of culvert #6 Oct. 28 Div. 3
- Track- hoe sloping excavation areas. Oct. 31 Div. 3

Fall culvert inspection and clearing ends of debris. Oct. 31, Nov. 1, 2, 3

#### Small plow truck sanding:

- Mons Lake Resort. Nov. 2, 6, 8 Div. 4

- Sandy Lane Resort. Nov. 2, 6, 8 Div. 4
- Oil-base and asphalt roads at west end of County. Nov. 3, 6, 8
- Birchland, Sunrise, Parkview, and Bonnie Lake Resorts. Nov. 4, 9 Div. 1

Tandem plow truck sanding oil-base and asphalt roads at east end of County. Nov. 3, 4, 6, 7, 8, 9

Plow truck without sander; Unit 435; assist with snow removal on west end black-top roads until Unit 195 ( tandem plow truck ) is repaired.

Nov. 8,9

Install snow fence along old C.N. property in Warspite. Nov. 4 Div. 3

"Flag" Driveway inspections: document and flag obstacles prior to snow removal. Nov. 7, 8

Next Reporting Period:

Grader snow removal as necessary.

Plow truck snow removal and sanding as necessary.

Brushing for site lines.

Hydro-axing in Divisions 2 & 1.

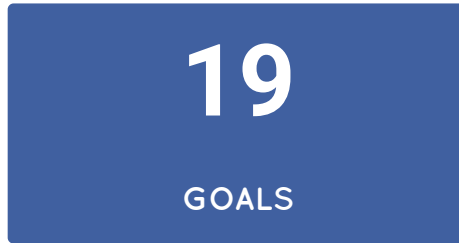
Skid steer with brushing head in Divisions 5, 4 & 3.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/13

Goal	Progress Update	Current Completion
→ Roads (PW Manager) : 100%	<p><b>Doug Ponich:</b></p> <p><b>Achievements:</b> R1425 – TWP 594; RR 194A – 200.</p> <ul style="list-style-type: none"> <li>- Haul reject sand, filling in low spots between RR 195 – 200. Oct. 13, 14</li> <li>- Grader sloping and defining ditches. Oct. 26, 27</li> </ul> <p>MG2211 – TWP 620; RR 135 – 142.</p> <ul style="list-style-type: none"> <li>- Water base, grader blade surface and compact. Oct. 18 Div. 1</li> </ul> <p>MG2141 – RR 122; TWP 591 – 592 ( 2021 Project )</p> <ul style="list-style-type: none"> <li>- Water base, grader blade surface and compact. Oct. 19 Div. 1</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/10/14</p>	<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>
→ Training (PW Manager) : 100%	<p><b>Doug Ponich:</b></p> <p><b>Achievements:</b> No update.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/03/29</p>	<p>0%</p> <p>0 / 100%</p> <p>99% behind</p>
→ Administration (PW Manager) : 100%		<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>
→ Dust Control (PW Manager) : 100%	<p><b>Doug Ponich:</b></p> <p><b>Achievements:</b> No update.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2022/05/26</p>	<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>
→ Gravel (PW Manager) : 100%		<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>
→ Maintenance (PW Manager) : 100%		<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>
→ Roads (PW Manager) : 100%		<p>0%</p> <p>0 / 100%</p> <p>86% behind</p>



MARK FEDORETZ

(SHOP) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Administrative (PW Shop Foreman) : 100%	<p><b>Mark Fedoretz:</b></p> <p>Achievements:</p> <ol style="list-style-type: none"> <li>Attend managers meetings</li> <li>Attend safety meetings</li> <li>Starting and helping complete projects in the shop</li> <li>Vehicle check lists.</li> <li>Attend Departmental meetings</li> <li>Signing Timesheets and bills</li> <li>Oil samples and act on recommendations</li> <li>Working on Budget.</li> <li>Old shop improvements.</li> <li>Shop inventory.</li> </ol> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/07</p>	<p><b>Annual Inventory Count</b></p> <p>Month <input type="checkbox"/> to be complete by: December</p> <p><b>Warranty repairs</b></p> <p>Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p><b>Annual Employee Evaluations</b></p> <p>Month <input type="checkbox"/> to be complete by: December</p> <p><b>Spec out vehicles and equipment to be purchased for all departments</b></p> <p>Month <input type="checkbox"/> to be complete by: <i>No value</i></p>	<p><b>Behind 0% 0 / 100%</b></p>

Goal	Progress Update	Tasks	Current Completion
<b>Contract Work (PW Shop Foreman) : 100%</b>	<b>Mark Fedoretz:</b> Achievements: 1. 214 Fix headlights. October 20, 2022 2. 214 Fix no cab heat issue. November 3, 2022  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/11/07		Behind 0% <b>0 / 100%</b>
→ <b>Contract CVIPs</b>			On Track 0% <b>0 / 100</b>
<b>Council Member Inquiry (PW Shop Foreman) : 100%</b>	<b>Mark Fedoretz:</b> Achievements: No council inquires this reporting period  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/11/07		Behind 0% <b>0 / 100%</b>

Goal	Progress Update	Tasks	Current Completion
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**Equipment (PW Shop Foreman) : 100%**

**Mark Fedoretz:**

**Achievements:**

1. 508 Winter service, change alternator, change rear pinion seal, and install wing. October 12, 2022
2. 525 DPF filter service. October 13, 2022
3. 502 Fix steering issue with new sensors. October 14, 2022
4. 509 Fix fuel leak. October 14, 2022
5. 455A Winter service and install plow. October 18,19, 2022
6. 471 Winter service and install plow. October 18,19, 2022
7. 472 Winter service and install plow. October 18,19, 2022
8. 633A Service and install plow, October 19, 2022
9. 509 Winter service and install wing. October 21, 2022
10. 525 Fix circle not that's not turning. October 24, 2022
11. 502 Install wing. October 25, 2022
12. 511 Winter service and install wing. October 26, 2022
13. 604G Put track back on. October 27, 2022
14. 615 Boost unit and bring inside. Disconnect the hoses so they can change to the mulching head. October 28, 31, 2022
15. 508A Put on wing. November 1, 2022
16. 525 Change mow board blades and install wing November 1, 2022
17. 507A Winter service and install wing. November 2,3, 2022

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/07

Behind  
0%  
0 / 100%

Goal	Progress Update	Tasks	Current Completion
<b>Protective Services Maintenance/Repair (PW Shop Foreman) : 100%</b>	<p><b>Mark Fedoretz:</b></p> <p>Achievements:</p> <ol style="list-style-type: none"> <li>1. 459 Truck had a shifting issue. Pulled off transmission speed sensor cleaned some debris from it. Also tested batteries and they failed. Replaced batteries. October 7, 2022</li> <li>2. 445 Replace pump. October 24, 2022</li> <li>3. 429 Fix wiring to emergency lights. November 1, 2022</li> </ol> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/07</p>		<p>Behind 0% 0 / 100%</p>
<b>Training (PW Shop Foreman) : 100%</b>	<p><b>Mark Fedoretz:</b></p> <p>Achievements:</p> <ol style="list-style-type: none"> <li>1. Health and safety committee training. October 12, 2022</li> </ol> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/07</p>		<p>Behind 0% 0 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
<b>Vehicle (PW Shop Foreman) : 100%</b>	<p><b>Mark Fedoretz:</b></p> <p><b>Achievements:</b></p> <ol style="list-style-type: none"> <li>1. 105 Replace emergency brake cable. October 7, 2022</li> <li>2. 232 Repair right head light wiring. October 7, 2022</li> <li>3. 170 Fix wiring for headlights. October 11, 2022</li> <li>4. 140A Repair 2 marker light on trailer. October 11, 2022</li> <li>5. 197 Replace bolts on driveshaft. October 12, 2022</li> <li>6. 189 Repair 2 marker lamps. October 13, 2022</li> <li>7. 188 Repair right front signal light. October 13, 2022</li> <li>8. 105 Replace coolant sensor. October 13, 2022</li> <li>9. 189 Fix oil cap on trailer axle. October 17, 2022</li> <li>10. 188 Service. October 19, 2022</li> <li>11. 115 Scan engine and replace Nox sensor. October 25, 2022</li> <li>12. 195 CVIP, replace frame gussets, change out drums. October 31, November 7, 2022.</li> <li>13. 167 Start small engine on sanding truck. November 2, 2022</li> <li>14. 202 Change alternator. November 2, 2022</li> <li>15. 191 Get sand conveyor moving. November 3, 2022</li> </ol> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/11/07</p>		<p style="text-align: center;">Behind 0% 0 / 100%</p>

→ 31- Annual 3-Semi-Annually x 2 CVIP's on trucks, trailers, vans and buses. Trailers are done from December to February. Trucks are done from March to April.

Behind  
0%  
0 / 100



Goal	Progress Update	Tasks	Current Completion
<p>→ Sand trucks ready for Winter</p>		<p><b>Sand truck 3</b>      Month <input type="checkbox"/> to be comple te by: Octob er</p> <p><b>Sand truck 2</b>      Month <input type="checkbox"/> to be comple te by: Octob er</p> <p><b>Sand truck 1</b>      Month <input type="checkbox"/> to be comple te by: Octob er</p>	<p><b>Behind 77% 77 / 100</b></p>
<p>→ 150 Services to vehicles and equipment : 150 Service(s)</p>			<p><b>Behind 0% 0 / 150 Service(s)</b></p>
<p>→ Tandem Trucks ready for summer</p>		<p><b>Sand truck 1</b>      Month <input type="checkbox"/> to be comple te by: April</p> <p><b>Sand truck 2</b>      Month <input type="checkbox"/> to be comple te by: April</p> <p><b>Sand truck 3</b>      Month <input type="checkbox"/> to be comple te by: April</p>	<p><b>Behind 0% 0 / 100</b></p>
<p><b>Sand trucks ready for Winter</b></p>			<p><b>Overdue 70% 70 / 100</b></p>

Goal	Progress Update	Tasks	Current Completion
<p>31- Annual 3-Semi-Annually x 2 CVIP's on trucks, trailers, vans and buses. Trailers are done from December to February. Trucks are done from March to April.</p>			<p>Overdue 32% 32 / 100</p>
<p>150 Services to vehicles and equipment : 150 Service(s)</p>			<p>Overdue 0% 0 / 150 Service(s)</p>

## COUNCIL MOTIONS 2022

Goal	Progress Update	Tasks	Current Completion
Sale of Capital Equipment – Unit 206			Behind 0% 0 / 100
Enterprise Fleet Management Canada Inc. – Replacement of Unit 100A and Unit 109			Behind 0% 0 / 100
Old County Shop Overhead Door and Ceiling Insulation	<p><b>Patti Priest:</b></p> <p><b>Achievements:</b> The doors have not been installed as of October 18, 2022 due to a supply chain issue and are expected to be done by the end of January 2023.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/10/18</p>		On Track 50% 50 / 100

(SHOP) MANAGER'S PLAN

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

Behind  
0%  
0 / 100

<b>Peace Officer / Bylaw Enforcement</b>			
<b>Report Period: October 13, 2022 - November 10, 2022</b>			
<b>LAND USE DEVELOPMENT</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<p><b>November 3, 2022 – Officer MURPHY receives a complaint of a property owner digging trenches into the county ditch near Warspite in preparation to drain spring runoff. Officer MURPHY attends the site and finds a relatively fresh trench has been carved to a low point in the field which borders along the county ditch. Upon discussing with a knowledgeable source, it is determined that there is likely no offence been committed. Officer MURPHY leaves a voicemail with Alberta Environment to confirm this and is currently waiting for a reply.</b></p>	<p><b>2022/11/03</b></p>	<p><b>2022/11/09</b></p>	
<b>Next Month's Objectives</b>			
<b>Continue to deal with matters as they arise.</b>			
<b>RESORTS</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<p><b>October 28, 2022 – Officer MURPHY receives information that a residence at Bonnie Lake has a vehicle that is partially parked on County property. On November 1, 2022, the officer speaks with the owner of the vehicle who indicates she is moving the vehicle that day. On November 4, 2022, Officer MURPHY conducts a patrol through Bonnie Lake and finds the vehicle in question to still be present on County property. Officer MURPHY leaves a voicemail with the owner indicating they contact him. The officer will continue to follow up on the matter.</b></p>	<p><b>2022/10/31</b></p>	<p><b>2022/11/09</b></p>	
<p><b>October 28, 2022 – Officer MURPHY receives information that a residence at Bonnie Lake is in excess of two RVs on their lot. Officer MURPHY attends the residence on November 4, 2022 and finds 3 RVs to be located on the lot. Officer MURPHY is currently attempting to get in contact with the lot owner to have the matter resolved.</b></p>	<p><b>2022/10/31</b></p>	<p><b>2022/11/09</b></p>	
<b>Next Month's Objectives</b>			

<b>Continue to deal with matters as they arise.</b>			
<b>ANIMAL CONTROL</b>			
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>
<p><b>October 13, 2022 – Officer MURPHY receives a complaint about yearling cattle getting through a fence into an adjacent section of land. Officer MURPHY attends the site and meets with the complainant. After walking the fence line between the two properties, no broken strands of barbwire are found. It is determined the calves are squeezing through between the strands. Officer MURPHY contacts the owner of the cattle, who advises the cattle will be moved out within the week.</b></p>	<p><b>2022/10/13</b></p>		<p><b>2022/10/13</b></p>
<p><b>October 13, 2022 – Officer MURPHY receives a call about a stray dog that appeared to be neglected and was found in Vilna. The complainant was inquiring if the County would come and pickup the animal if they were unable to locate the owner. Officer MURPHY advises the complainant about the situation at the County dog shelter and requests that the complainant hold onto the dog for a few days while the County made arrangements with another shelter to receive dogs. The complainant agreed and was able to find the animal a new home via social media.</b></p>	<p><b>2022/10/13</b></p>		<p><b>2022/10/14</b></p>
<p><b>October 31, 2022 – Officer MURPHY receives an inquiry about the requirement to have permits/licenses for keeping dogs in the County. Officer MURPHY advises no licenses are required as long as one stayed within the ownership limits expressed within the County’s Dog Bylaw. The complainant then expressed concerns about their neighbor’s dogs barking incessantly and pacing along the fence that borders the two properties. Officer MURPHY attends the property the following day and listens to the concerns of the complainant. Upon speaking with the complainant, the officer contacts the owner of the dogs and reminds them about the requirement to keep the dogs barking and disturbance to a minimum. The owner had acknowledged this, and no concerns have been reported back since.</b></p>	<p><b>2022/10/31</b></p>		<p><b>2022/11/01</b></p>

Next Month's Objectives			
Continue to deal with matters as they arise.			
<b>PROTECTIVE SERVICES</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
October 30, 2022 – Officer MURPHY receives a complaint about the cleanliness of a local business near Vilna. Officer MURPHY attends the establishment and finds refuse around the property and along the public roadway. Officer MURPHY meets with the owner and goes over concerns noted around the property. The owner acknowledges the concerns and will take the corrective actions provided by the officer.	2022/ 10/31		2022/ 11/07
Next Month's Objectives			
Continue to deal with matters as they arise.			
<b>ATV TRAILS</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
Nothing to report at this time.			
Next Month's Objectives			
Continue to deal with matters as they arise.			
<b>PEACE OFFICER PROGRAM</b>			
November 9, 2022 -Awaiting training records from Fish and Wildlife Enforcement Services for application purposes, -PARE test booked for November 27 <sup>th</sup> , 2022, -Once all documents are attained, application can be submitted.			
Next Month's Objectives			
-Submit application for Peace Officer Appointment.			
<b>ADMINISTRATIVE</b>			
Projects	Date In Progress	Date Outstanding	Date Completed
-Various administrative tasks relating to researching provincial legislation, bylaws, and other necessary information.			
Next Month's Objectives			
Continue completing administrative tasks as required.			
<b>TRAINING</b>			
October 14, 2022 – Dog Bite Course	2022/ 10/14		2022/ 10/14
October 18, 2022 – Office Ergonomics Course	2022/		2022/

	10/18		10/19
<b>COUNTY STRATEGIC PLAN</b>			
<b>Nothing to report at this time.</b>			
<i>Signature:</i>	County Council Meeting:		





## FIRE SERVICES PLAN

### (FIRE) COMMUNITY SERVICES

Goal	Progress Update
<b>1. Administrative Activity (FIRE) : 100%</b>	<p><b>Scott Franchuk:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"><li>• Attended County budget meeting</li><li>• Attended the RCMP Liaison Meeting</li><li>• Attended the annual fall fire meeting in Lac La Biche</li><li>• Attended the Joint Health and Safety Meeting</li><li>• Completed items from the Fire Protective Services Committee Meeting action list</li><li>• Worked with Gene and Spencer to deal with the outstanding invoices with Alberta Transportation</li><li>• Completed 7 Alberta Transportation invoices</li><li>• Completed budget research and pricing</li><li>• Reviewed and updated the second stage of the FireSmart Grant</li><li>• Organized and completed interviews for the Fire Protective Services Clerk</li><li>• Currently completing reference checks</li></ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/11/09</p>

Goal	Progress Update
<b>2. Fire Protective Services : 100%</b>	<b>Scott Franchuk:</b> Achievements: <ul style="list-style-type: none"><li>• 8 Fire permits were issued and inspected from October 11 to November 2</li><li>• 29 Fire permits were issues and inspected from November 2 to November 9</li><li>• 0 Fireworks permits were issued</li></ul> Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/09

<b>3. Smoky Lake Fire Department : 100%</b>	<b>Scott Franchuk:</b> Achievements: <ul style="list-style-type: none"><li>• Smoky Lake Fire responded to 5 collisions, 3 fires, 1 medical, 4 fire alarm and 1 carbon monoxide call</li><li>• The department hosted 2 practices</li><li>• Rapid Attack 445 pump seized and was replaced</li><li>• More Emergency Lights stopped working on Rescue 407 - New lights arriving on the week of November 21-25</li><li>• Engine 459 passed the pump and road test</li><li>• Engine 459 pump was drained for winter operations</li><li>• SCBA compressor was serviced and air samples passed</li></ul> Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/09
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**4. Vilna Fire Department : 100%****Scott Franchuk:****Achievements:**

- Vilna Fire Department responded to 5 collisions, 5 fires, 2 fire alarms and 1 medical
- The department hosted 2 practices
- 12 members completed first aid and aed training
- Engine 451 - adjustors gave the approval to work on the truck to determine the amount of damage and estimated costs
- Rescue 429 Emergency lights stopped working, Shop mechanics fund broken wiring and burnt fuses
- Engine 401 passed the pump and road tests
- Engine 401 pump was drained for winter operations
- SCBA compressor was serviced and air samples passed

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

2022/11/09

**5. Waskatenau Fire Department : 100%****Scott Franchuk:****Achievements:**

- The department hosted 1 practice
- Engine 408 passed the pump and road tests
- Engine 408 pump was drained for winter operations

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

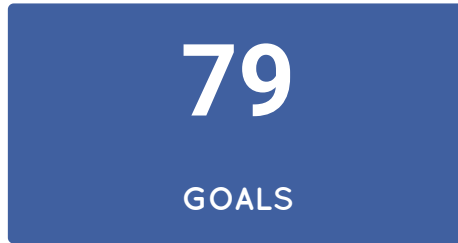
2022/11/09

Goal	Progress Update
<b>6. Training Activity (FIRE) : 100%</b>	<p><b>Scott Franchuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"><li>• Mental Health Fire Aid - November 16 and 17</li><li>• Fire Investigation Association of Alberta - National Wildfire Investigation Workshop in Nisku - November 22 -24</li><li>• Psychological First Aid November 26 and 27</li><li>• Working Minds for 1st Responders - December 7 and 8</li></ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/09</p>

<b>7. Council Member Inquiry (FIRE) : 100%</b>	<p><b>Scott Franchuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"><li>• No Council inquiries at this time</li></ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/09</p>
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## NATURAL GAS PLAN

Goal	Progress Update
<b>AMR meter expiration replacement : 100%</b>	<b>Daniel Moric:</b> Achievements: <i>No value</i>  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/11/08
<b>Odorant Activity : 100%</b>	<b>Daniel Moric:</b> Achievements: <i>No value</i>  Challenges: <i>No value</i>  Next Steps: <i>No value</i> 2022/11/08

Goal

Progress Update

↳Deliver Odorant 0 Hours

**Daniel Moric:**

**Achievements:** October 1/22 - October 31/22

- 25 hrs x 2 servicemen = 50 hrs delivering odorant. Deliveries made to Smoky Lake County Natural Gas Utility, Lac La Biche County Natural Gas Utility, County of Vermillion River Natural Gas Utility, and Kehewin Natural Gas Utility.

November 1/22 - November 8/22

- 16 hrs x 2 servicemen = 32 hrs delivering odorant. Deliveries made to Phoenix Gas Co-op, Town Of Redwater Natural Gas Utility, and Smoky Lake County Natural Gas Utility.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

CNG Trailer : 100%

**Daniel Moric:**

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

↳Compressed natural gas trailer 0 Trailer(s)

**Daniel Moric:**

**Achievements:** - CNG was delivered to RCO Energy in Drayton Valley in September for pressure relief repairs. Unsure of repair timeline.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

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

- Attend weekly manager meetings.
- Receive customer phone calls.
- Respond to emails.
- Assist in producing monthly gas bills.
- October 2022 gas price was \$6.64/GJ. November 2022 gas price has increased to \$7.59/GJ.
- Apply for new gas services and complete all of the required paperwork.
- Continue to get easements and contracts signed as necessary.
- Working on invoicing construction, odorant and CNG jobs.
- Posted in the gas bills for customers wanting to go on equalized billing as well as for paperless billing.
- Preparing billing software for Alberta Government Rebate Program. Requires reviewing annual consumption of each individual account and determining if they qualify for the rebate. Only sites that consume less than 2,500 GJ's per calendar year, based on a 5 year average, are eligible for the rebate.

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

2022/11/08

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

**Achievements:** - Customer called stating could smell gas outside. Finding no leaks on outside piping, check the chimney. Found gas readings coming from gas valve with no call for gas. Told customer to have gas valve serviced. (Warspite)

- Customer smells gas by meter. Found small leak on utility side of meter. Leak repaired. (Waskatenau)

- Customer called stating they have no gas in house. That day, they changed out their hot water tank for an on-demand hot water heater and house piping was too small for new heater. Told customer to have gasfitter come back to fix piping issue. (Garner Lake)

-

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/10

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

**Achievements:** Attend weekly managers meetings

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

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

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04



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

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

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

**Achievements:** Currently have 454 natural gas accounts receiving bills by email.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/10

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

**Achievements:** - Attended Federation Zone meeting in Lac La Biche on October 27th with Councillor's Gawalko & Halisky.

- Will be attending the Federation and Gas Alberta Convention November 27th to December 1st.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

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

**Achievements:** Will provide auditor the required documents at their request. They will be starting December 5th.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/10

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

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

**→O & M Policy****Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

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

**Achievements:** - No activity.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

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

**Achievements:** *No value*

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

**Goal****Progress Update**

## →Line locates 0 Locate(s)

**Daniel Moric:**

**Achievements:** -48 line locates have been completed during this reporting period. One was an emergency locate during work hours.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

## →End Pressure Test

**Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

2022/10/04

## →GPS Services and Alterations

**Daniel Moric:**

**Achievements:** -Will be GPSing alterations and services in November for submission to the Federation.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/08

## →Install gas lines

**Daniel Moric:**

**Achievements:** - 1 new infill completed. (Vilna)

- 6 secondary gas lines.

- 1 secondary built in the shop for a customer to complete their own trenching.

- 1 cut and cap on released service.

**Challenges:** *No value*

**Next Steps:** *No value*

2022/11/10

**Goal****Progress Update**

## →Sign installation 0 Sign(s)

**Daniel Moric:**

Achievements: - Repaired 16 road crossing signs

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

2022/11/08

## →Cut and Caps

**Daniel Moric:**Achievements: *No value*Challenges: *No value*Next Steps: *No value*

2022/11/10

## →RMO Replacement

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

2022/10/04

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

Achievements: - Continue to manually read the meters with the failed AMR readers until stock is available of new AMR readers. Stock is expected next year.

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

2022/11/10

## →Meter Recalls

**Goal****Progress Update****Council Member Inquiry (GAS) :  
100%****Daniel Moric:**

Achievements: - No activity this reporting period

Challenges: *No value*Next Steps: *No value**2022/09/14***2020 INFRASTRUCTURE LINE  
REPLACEMENT : 100%**└─> **Budget - 2020  
INFRASTRUCTURE LINE  
REPLACEMENT : \$50k****2020 RMO STATION  
REPLACEMENT PLAN RESERVE :  
100%**└─> **Budget - 2020 RMO  
STATION REPLACEMENT  
PLAN RESERVE : \$70k****2020 MODEMS FOR RMO : 100%**└─> **Budget - 2020 MODEMS  
FOR RMO : \$22k****2020 REPLACE TRUCK : 100%**└─> **Budget - 2020 REPLACE  
TRUCK : \$50k****2021 INFRASTRUCTURE LINE  
REPLACEMENT : 100%****2021 RMO STATION  
REPLACEMENT PLAN RESE :  
100%****2021 REPLACE TRUCK -  
removed : 100%****2021 REFURBISH TRUCK BOX :  
100%****2022 INFRASTRUCTURE LINE  
REPLACEMENT : 100%****2022 RMO STATION  
REPLACEMENT PLAN : 100%****2022 MAPPING UNIT : 100%****2022 REPLACE TRUCK -  
removed : 100%**

**Goal****Progress Update**

2022 REFURBISH TRUCK BOX :  
100%

2023 INFRASTRUCTURE LINE  
REPLACEMENT : 100%

2023 RMO STATION  
REPLACEMENT PLAN RESE :  
100%

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

2023 REFURBISH TRUCK BOX :  
100%

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

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

**Challenges:** *No value*

**Next Steps:** *No value*

*2021/10/05*

**Undertake On-Call****Daniel Moric:**

**Achievements:** Employees continue to be on call for after hours issues that may arise.

**Challenges:** *No value*

**Next Steps:** *No value*

*2021/10/05*

**RMO Checks****Daniel Moric:**

**Achievements:** -Check each RMO weekly as part of our regular maintenance. This ensures we can rectify any issues as they arise.

**Challenges:** *No value*

**Next Steps:** *No value*

*2021/10/05*

**Complete Invoicing****Clean truck**

Goal	Progress Update
<b>Tool Box meeting</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Started attending the toolbox meetings at the beginning of the week.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Magazine check</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Complete explosives magazine inventory monthly</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Odor sample</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Monthly odorant intensity checks ( 20 locations )</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Main Office Safety Meeting</b> <b>Meter readings</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> Collect meter readings monthly for customer billing</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Vehicle maintenance</b>	<p><b>Daniel Moric:</b>  <b>Achievements:</b> -Complete vehicle/equipment maintenance as required.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i>  2021/10/05</p>
<b>Strategic plan</b>	

**Goal****Progress Update****Equipment maintenance****Leak detection****Daniel Moric:**Achievements: *No value*Challenges: *No value*Next Steps: *No value**2022/06/13***Job Interviews****Daniel Moric:**

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

Challenges: *No value*Next Steps: *No value**2022/06/13***Employee evaluations****Daniel Moric:**

Achievements: Completed

Challenges: *No value*Next Steps: *No value**2021/10/05***PFM check****Daniel Moric:**

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

Challenges: *No value*Next Steps: *No value**2021/12/08*



Goal	Progress Update
<b>Public building inspections</b>	<p><b>Daniel Moric:</b></p> <p><b>Achievements:</b> Completed our public building inspections in June.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2021/10/05</p>
<b>Cathodic protection</b>	<p><b>Daniel Moric:</b></p> <p><b>Achievements:</b> -Cathodic protection is the protection of the underground metallic pipelines from oxidization and rusting using sacrificial anodes of varying metals. Yearly, we check the condition of these anodes and replace the anodes as they deplete beyond their effectiveness. This helps greatly extend the lifetime of our high pressure pipelines and the risers that extend out of the ground. This is completed during the summer, as the readings are less accurate during the winter due to frozen soil conditions. We also monitor the pipes for the fuel pumps at the County shop as required by the regulatory bodies</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2021/10/05</p>
<b>Tetler bag samples</b>	<p><b>Daniel Moric:</b></p> <p><b>Achievements:</b> Required yearly to ensure the molecular content of the natural gas we are supplying to customers is within acceptable standards</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2021/10/05</p>
<b>Hydro Axing</b> <b>Wash and bleach all equipment.</b>	<p><b>Daniel Moric:</b></p> <p><b>Achievements:</b> During construction, equipment is washed and bleached prior to entering properties to minimize the risk of Clubroot transfer.</p> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> <i>No value</i> 2021/10/05</p>

Goal

Progress Update

**Maintain Facilities.**

**Automatic Meter Readings**

**Daniel Moric:**

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

**Challenges:** *No value*

**Next Steps:** *No value*

*2021/10/05*

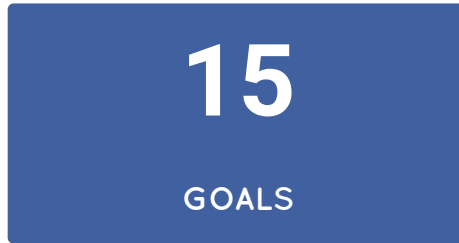
**2020 CARRY OVER RMO  
STATION PROJECT : 100%**

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

**(GAS) Training Event Form 2022**



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### AGRICULTURAL SERVICE BOARD PLAN

#### (ASB) PHYSICAL ENVIRONMENT

Goal	Progress Update	Current Com...	Start Date	Due Date
Administrative Activity 2022 : 100%	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>Attend weekly toolbox meetings @ shop</li> <li>Weekly Managers Meetings</li> <li>Take ratepayer phone calls regarding Ag concerns</li> <li>ASB Meeting October 11th and follow up from meeting               <ul style="list-style-type: none"> <li>Unit 454 enclosed trailer ad was re-posted on kijiji and shared on social media with the updated price of 10,000 OBO</li> </ul> </li> <li>Tori took Joint Health &amp; Safety Committee training October 12</li> <li>Departmental Meeting report October 12</li> <li>Farm Family Award plaque was ordered and picked up October 14 to be presented at upcoming ASB Meeting</li> <li>Conference call with Alberta Environment regarding Water Act Application for dam removal on crown land October 17</li> <li>Council Budget meeting October 17</li> <li>Council Departmental Meeting October 18</li> <li>Tori &amp; Amanda attended "Grow what we eat, eat what we grow" Connect for Food Workshop in Waskatenau October 19</li> </ul>	<p>80%</p> <p>80 / 100%</p> <p>15% ahead</p>	2022/08/02	2022/12/31

- Amanda attended virtual Professional Vegetation Managers Association (PVMA) conference for pesticide credits October 20
- AAAF meeting October 25
- Showed Unit 454 enclosed trailer to prospective buyer October 26 and November 9
- Council Organizational and Regular Meeting October 26
- Tori attended Grazing School for Women virtual planning meeting October 27
- Received notice of non-compliance letter from Alberta Environment & Parks on October 28 after our surprise pesticide storage inspection in September.
  - Formal response letter with our corrective measures was sent back on November 8th detailing our disposal of old expired pesticide and proper storage of 1080 tablets.
- Northeast Regional ASB Conference in Ashmont November 4
- Stopped in at Vilna Seed Cleaning Plant to collect seed samples prior to issuing license on November 7 - was not actively cleaning any seed
- Cascade training November 8

**Challenges:****Next Steps:**

- Present Farm Family Award plaque at upcoming ASB Meeting on December 13th

2022/11/08

Goal	Progress Update	Current Com...	Start Date	Due Date
<b>ASB Environmental Services 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements: LARA</p> <ul style="list-style-type: none"> <li>• Referred ratepayer to Kellie with question about dugouts and offsite watering</li> <li>• Referred ratepayer to LARA with question about silage sampling</li> </ul> <p>Events:</p> <ul style="list-style-type: none"> <li>• Cowbytes Workshop October 26 at Goodridge Hall</li> <li>• Forage Webinar Series Tuesdays in November</li> <li>• Lesley Kelly When Stress is More Than a Season November 17 in Ashmont</li> <li>• Young Farmer Social November 18 in Ashmont</li> <li>• Innovation on the Ranch November 23 in Ashmont</li> <li>• Joel Williams What's New in Soil Health webinar November 24</li> <li>• Growing Profit From the Ground Up December 16 at Flat Lake Hall</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: Tori will be taking Environmental Farm Plan Technician training on November 17 &amp; 18 <i>2022/11/08</i></p>	<div style="background-color: #e67e22; color: white; padding: 10px; text-align: center;"> <p>75%</p> <p>75 / 100%</p> <p>25% behind</p> </div>	2017/12/31	2022/12/31
<b>Council Member Inquiry 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements: Council Member inquiries tracked tracked via Service Tracker</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> <i>2022/10/05</i></p>	<div style="background-color: #27ae60; color: white; padding: 10px; text-align: center;"> <p>95%</p> <p>95 / 100%</p> <p>2% behind</p> </div>	2017/12/31	2022/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Crop Surveying 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• 63 Clubroot surveys were completed across the county and 11 new locations were found and PCR confirmed at 20/20 seed labs for clubroot <ul style="list-style-type: none"> <li>◦ New locations were sent to the University of Alberta for their research on tracking clubroot and resistance breakdown</li> <li>◦ Our map of general locations was updated for landowner and industry inquiries - we do not give out exact clubroot positive locations to the public, we recommend all land be treated as if it is clubroot positive.</li> </ul> </li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: Clubroot information packages will be sent out to 11 new clubroot positive locations. 2022/11/08</p>	<b>90%</b> <b>90 / 100%</b> 7% behind	2017/12/31	2022/12/31
<b>Mowing Activity 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Mowers were able to go back and mow areas of high grass regrowth with a second seasonal shoulder pass</li> <li>• Mowers last day was October 14 <ul style="list-style-type: none"> <li>◦ completed inventory, cleaned up their equipment and parked mowers at Bogdans Pit for the winter</li> </ul> </li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: Implement changes to mowing program made at October 11, 2022 ASB meeting and have operators starting beginning of May for roadside prep and an earlier start to mowing to complete 2 seasonal passes. 2022/11/08</p>	<b>70%</b> <b>70 / 100%</b> 27% behind	2017/12/31	2022/12/31
<b>Pest Control 2022 : 100%</b>		<b>0%</b> <b>0 / 100%</b> 97% behind	2017/12/31	2022/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
<p>↳ Problem Wildlife (Beaver Control) 2022</p>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p>Achievements: Since October 11th ASB Meeting:</p> <ul style="list-style-type: none"> <li>• 15 beavers</li> <li>• 36 muskrats</li> <li>• 4 dog calls <ul style="list-style-type: none"> <li>◦ 1 dog picked up and taken to Edmonton Humane Society</li> </ul> </li> </ul> <p><b>Challenges:</b> With the closure of our local dog pound we are working with the Bylaw Enforcement Officer to find a long term solution for stray dog pickup. In the meantime any stray dogs are being taken to the Edmonton Humane Society.</p> <p><b>Next Steps:</b> <i>No value</i></p> <p>2022/11/08</p>	<div style="background-color: #2e7d32; color: white; padding: 10px; text-align: center;"> <p><b>60%</b> <b>60 / 100</b> 60% ahead</p> </div>	2020/01/01	2022/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Spraying 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p><b>Achievements:</b> <i>No value</i></p> <p><b>Challenges:</b> Received a surprise inspection from Alberta Environment and Parks of our Pesticide Service and Vendor Registration on September 21, 2022. They provided some non-compliance areas requiring immediate attention and some other areas that will require attention in the future in a formal letter on October 28, 2022. The following corrective measures were taken immediately after their visit:</p> <ul style="list-style-type: none"> <li>• 1080 toxicant tablets were moved from the Operations Base to the Storage Facility</li> <li>• Old expired pesticides were taken to a CleanFarms pesticide collection site on October 14 to be disposed of properly</li> </ul> <p><b>Next Steps:</b> Areas of our pesticide storage requiring attention in the future to maintain our license are:</p> <ul style="list-style-type: none"> <li>• filling superficial cracks in the floor of the storage area to meet Section 23(4)(e) of PSHUA to protect from pesticide absorption</li> <li>• ventilation in the storage area is not working properly</li> <li>• will need to order additional "chemical storage" signage for Ag bay</li> <li>• need to purchase an additional Spill Kit for outside of the pesticide storage room</li> <li>• a maintenance checklist has been posted in the Ag bay as the eyewash station needs to be tested on a regular basis to meet OH&amp; S standards</li> <li>•</li> </ul> <p><i>2022/11/08</i></p>	<div style="background-color: #2e8b57; color: white; padding: 10px; text-align: center;"> <b>98%</b>  <b>98 / 100%</b>            1% ahead         </div>	2017/12/31	2022/12/31
<b>Training Activity 2022 : 100%</b>	<p><b>NEW</b> <b>Amanda Kihn:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Tori attended the Joint Health &amp; Safety Committee training October 12</li> <li>• Amanda attended free PVMA online workshop October 20th to obtain Pesticide Applicator Credits</li> </ul> <p><b>Challenges:</b> <i>No value</i></p> <p><b>Next Steps:</b> AAAF In Service Training December 5-9 in Grand Prairie</p> <p><i>2022/11/08</i></p>	<div style="background-color: #e67e22; color: white; padding: 10px; text-align: center;"> <b>84%</b>  <b>84 / 100%</b>            13% behind         </div>	2017/12/31	2022/12/31

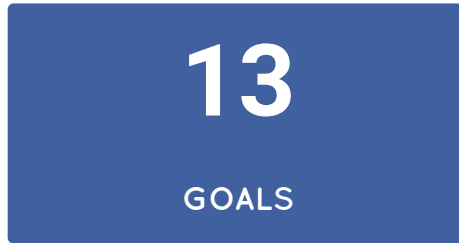


Goal	Progress Update	Current Com...	Start Date	Due Date
<b>Weed Control 2022 : 100%</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements: Weed Inspections have been wrapped up for the season as of September 1st</p> <ul style="list-style-type: none"> <li>716 Weed Inspections on private land completed</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/10/05</p>	<p>85%</p> <p>85 / 100%</p> <p>12% behind</p>	2017/12/31	2022/12/31
→ Weed Inspections (Copy) 0 Inspection(s)		<p>101%</p> <p>77 / 100</p> <p>Inspection(s)</p> <p>-</p>	2021/01/01	2021/12/31
<b>Safety Activity 2022</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>Attend weekly toolbox meetings at the Shop</li> <li>Attend Joint Health &amp; Safety Meetings</li> <li>Tori took Joint Health &amp; Safety Committee training October 12</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/08</p>	<p>76%</p> <p>76 / 100</p> <p>19% behind</p>	2020/01/01	2022/12/31
<b>Dog Catching 2022</b>	<p><b>NEW</b> Amanda Kihn:</p> <p>Achievements: Since October 11 ASB Meeting</p> <ul style="list-style-type: none"> <li>4 dog calls <ul style="list-style-type: none"> <li>1 dog picked up and taken to Edmonton Humane Society</li> </ul> </li> </ul> <p>Challenges: The local pound shutting down makes responding to stray dog calls more time consuming for the Animal Control Technician as he will be taking them to the Edmonton Humane Society until a long term solution is found.</p> <p>Next Steps: <i>No value</i></p> <p>2022/11/08</p>	<p>80%</p> <p>80 / 100</p> <p>80% ahead</p>	2021/10/05	2022/12/31
→ Dog Catching Phone Calls 2022 0 Call(s)		<p>101%</p> <p>38 / 100 Call(s)</p> <p>38 Call(s) ahead</p>	2021/01/01	2022/12/31
→ Dog Catching Success 2022 0 Dog(s)		<p>101%</p> <p>6 / 100 Dog(s)</p> <p>6 Dog(s) ahead</p>	2021/01/01	2022/12/31

Goal	Progress Update	Current Com...	Start Date	Due Date
ASB Environmental Services 2022 : 100%		0% 0 / 100% 93% behind	2021/01/01	2022/12/31



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CAROLE DOWHANIUK

BEHIND

Goal	Progress Update	Tasks	Current Completion
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GIS Tasks : 100%

Behind  
73%  
73 / 100%

# ON TRACK

Goal	Progress Update	Tasks	Current Completion
<b>(GIS) Training Event Form 2022</b>			On Track <b>33%</b> <b>33 / 100</b>
<b>GIS Data Input</b>	<p><b>Carole Dowhaniuk:</b>                      Achievements:</p> <ul style="list-style-type: none"> <li>no action was taken during this reporting period</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:                      2022/10/11</p>		On Track <b>0%</b> <b>0 / 100</b>
<b>County Website Tool – MuniSight- GIS Site Validation</b>	<p><b>Carole Dowhaniuk:</b>                      Achievements:</p> <ul style="list-style-type: none"> <li>Smoky Lake County online public connection with MuniSight has had 284,315 visits from May 31, 2018 – November 7, 2022.                             <ul style="list-style-type: none"> <li>from October 11, 2022 to November 7, 2022 (27 days) total visits were 4,500.</li> </ul> </li> <li>Regional online public connection with MuniSight has had 110,608 visits from May 31, 2018 – November 7, 2022.                             <ul style="list-style-type: none"> <li>from October 11, 2022 to November 7, 2022 (27 days) total visits were 515.</li> </ul> </li> <li>Verify quality assurance on Public Site.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>                      2022/11/07</p>		On Track <b>97%</b> <b>97 / 100</b>
<b>GIS Data Analysis</b>	<p><b>Carole Dowhaniuk:</b>                      Achievements:</p> <ul style="list-style-type: none"> <li>No action was taken during this reporting period.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i>                      2022/09/19</p>		On Track <b>97%</b> <b>97 / 100</b>

Goal	Progress Update	Tasks	Current Completion
<b>GIS – Data collection MuniSight/Mobile App</b>	<b>Carole Dowhaniuk:</b> Achievements: <i>No value</i>  Challenges: <i>No value</i>  Next Steps:  <ul style="list-style-type: none"> <li>• continue working with staff on updating missing Address Signs in our GIS</li> <li>• continue working with departments with updates.</li> <li>• update pictures of sign changes</li> <li>• add new sign installs</li> </ul> <i>2022/11/07</i>		On Track <b>91%</b> <b>91 / 100</b>
<b>Map Sales 2022 : 36 Map(s)</b>	<b>Carole Dowhaniuk:</b> Achievements:  <ul style="list-style-type: none"> <li>• 5 maps sold during reporting period.</li> </ul> Challenges: <i>No value</i>  Next Steps: <i>No value</i>  <i>2022/11/09</i>		On Track <b>100%</b> <b>36 / 36 Map(s)</b>

Goal	Progress Update	Tasks	Current Completion
<b>Smoky Lake Region (GIS) : 100%</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Review Octobers General Service Hour Report and distribute report.</li> <li>• Regional Engineering Design Standards Project - Provide shape files to Associated Engineers</li> <li>• Started on the implementation of The Regional Stormwater Management Plan to the Regional GIS</li> <li>• Provide Assistance to the Region for using General Service Hours</li> </ul> <p>Challenges:</p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Continue The Regional Stormwater Management Plan to Regional GIS <ul style="list-style-type: none"> <li>◦ Add Culvert Data for the Village of Waskatenau and Village of Vilna from the Region Stormwater Management plan</li> </ul> </li> <li>• Continue Assistance to the Region for using General Service Hours</li> </ul> <p>2022/11/07</p>		<p>On Track 85% 85 / 100%</p>
<b>Training (GIS) : 100%</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Provide training session for new emergency services employee in Munisight</li> <li>• Provide Training in MuniSight Mobile App- Tate</li> <li>• Assist with training for AMP V2</li> </ul> <p>2022/11/07</p>		<p>On Track 85% 85 / 100%</p>
<b>Council Member Inquiry (GIS) : 100%</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• No requests or inquiries we received during this reporting period.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/11/07</p>		<p>On Track 85% 85 / 100%</p>

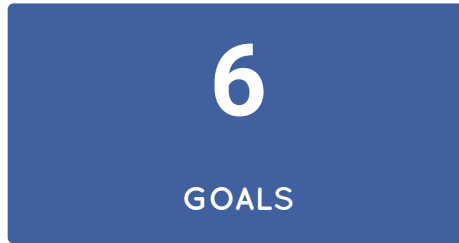
Goal	Progress Update	Tasks	Current Completion
<b>Input Spatial Data</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Add new culvert installs and replacements</li> <li>• Review new sign installations spread sheet with Dwight</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Capture new sign installations into our webmap</li> <li>• Update Sign changes in webmap</li> <li>• Digitize Gas Taps prior to Annual Gas Dept GIS Review</li> </ul> <p>2022/11/07</p>		<p>On Track  <b>82%</b>  <b>82 / 100</b></p>
<b>GIS Work Schedule</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• New Layer added - Alberta Landforms</li> <li>• New Layer added - Environmentally Sensitive Area overlay</li> <li>• New layers added - 2027 gravelling and projects, 2023 Road Repair Gravelling.</li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Schedule Gas Review - March/April- move to May/June</li> <li>• Riparian data from the Watershed Alliance (Riparian Prioritization, Riparian Catchment Pressure, and Riparian Intactness)delayed(project not started yet)</li> <li>• New Layer update - Heritage District overlay</li> <li>• add 2023 Dust control, 2023 Brushing/Axing, add 2023 Flooding.</li> <li>• Bylaw 1419-22 rezone 70 parcels</li> </ul> <p>2022/11/07</p>		<p>On Track  <b>85%</b>  <b>85 / 100</b></p>

Goal	Progress Update	Tasks	Current Completion
<b>ALL-NET Service Tracker – Pilot Project</b>	<p><b>Carole Dowhaniuk:</b></p> <p>Achievements:</p> <ul style="list-style-type: none"> <li>• Continue working with the Management team and Council <ul style="list-style-type: none"> <li>◦ review and update Service Types and categories.</li> <li>◦ follow up and provide any assistance with the software</li> </ul> </li> </ul> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> <li>• Continue working with the Management team and Council <ul style="list-style-type: none"> <li>◦ review and update Service Types and categories.</li> <li>◦ follow up and provide any assistance with the software</li> </ul> </li> </ul> <p><i>2022/11/07</i></p>		<p>On Track  <b>25%</b>  <b>25 / 100</b></p>





5.1.1



### EVONNE ZUKIWSKI

Goal	Progress Update	Current Compl...
Administrative Activity (COM) : 100%		100% 100 / 100%
→ Council Member Request/ Inquiries 0 Request(s)	<p><b>NEW Evonne Zukiwski:</b> Achievements:</p> <ul style="list-style-type: none"> <li>Scheduled Cyber Security Awareness month on social media (scheduled for October 12, 2022)- October 11, 2022</li> </ul>	101% 10 / 100 Request(s)
→ Meetings Attended 0 Meeting(s)	<p><b>NEW Evonne Zukiwski:</b> Achievements:</p> <ul style="list-style-type: none"> <li>Virtually attended Utilities/ ASB/ Fire meeting- October 11, 2022</li> <li>Virtually attended County Departmental meeting- October 18, 2022</li> <li>Virtually attended Joint Health and Safety Committee meeting- October 20, 2022</li> <li>Attended County Council Organizational meeting (in person and virtual)- October 26, 2022</li> </ul>	101% 38 / 100 Meeting(s)
Communication Activity (COM) : 100%		0% 0 / 100%
→ Website Updates 0 Update(s)	<p><b>NEW Evonne Zukiwski:</b> Achievements:</p> <ul style="list-style-type: none"> <li>Posted Welder employment opportunity ad</li> <li>Replaced Policy No. 62-28</li> <li>Replaced Bylaw 1298-16</li> <li>Posted Bylaw 1398-21 and 1407-22</li> </ul>	101% 231 / 100 Update(s)

- Posted Heritage Award Winner notice as website notice
- Added Dart Tournament to event calendar
- Added Bridge Construction notice
- Updated trailer for sale ad with reduced price
- Posted Waskatenau IDP Public Hearing notice
- Updated policies 09-06-05 & 09-05-05
- Updated Waste Transfer Station hours webpage
- Posted updated Municipal Committee List
- Added Budget Open House information to notice
- Added Budget Open House information to Finance webpage
- Posted Development Permit notice
- Posted November Grapevine
- Updated Natural Gas Rebate page with November rates
- Posted Heritage River feedback survey as website notice
- Posted November calendar
- Added November meeting dates and links to website calendar
- Created 2022 Tax Sale webpage
- Added 2022 Tax Sale as website notice
- Posted Bylaw 1427-22
- Added Beaver River Watershed Management Plan as notice
- Posted October Past Council Activities calendar

- **Website Stats**

October 7 to November 10, 2022

- Top pages viewed:
  - Home Page (includes website notices)
  - Maps
  - Employment Opportunities
  - Contact Us

*Recommendation: Council acknowledge receipt of email received from Michelle Wright no longer requesting the microsite and Business Directory add-on for Smoky Lake Region and Smoky Lake Chamber of Commerce.*

*Recommendation: Council acknowledge receipt of email received from Ashley Losier, President of the Smoky Lake Kinettes, no longer requesting the micosite.*

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

**NEW Evonne Zukiwski:**

**Achievements:**

- Created Welder employment ad for social media use
- Created Welder employment ad for newspaper use
- Emailed Welder employment ad to Redwater Review for publishing the week of October 18 & 25, 2022
- Created Budget Open House ad for newspaper
- Emailed Budget Open House ad to Redwater Review for publishing November 14, 2022
- Emailed Tax Sale Ad to Redwater Review for publishing November 29 edition

101%  
76 / 100 Ad(s)  
Created

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

**NEW Evonne Zukiwski:**

**Achievements:**

- Completed and published November 2022 Grapevine. Emailed to the Redwater Review for publishing November 1, 2022

92%  
11 / 12  
Newsletter(s)

→ **Social Media Posts 0 Post(s)**

**NEW Evonne Zukiwski:**

**Achievements:**

- Scheduled Cyber Security Awareness month (scheduled for October 12, 2022)
- Scheduled Connect with Food workshop event (scheduled for October 14, 2022)
- Scheduled Welder employment opportunity ad (scheduled for October 13/19/28, 2022)
- Scheduled Taxes Due (October 31, 2022)
- Posted Heritage Award Winner notice
- Posted reminder to check damaged fences
- Scheduled bridge construction notice (scheduled for October 17, 2022)
- Posted Natural Gas Rebate program information

101%  
280 / 100 Post(s)

- Scheduled Trailer for Sale ads (scheduled for October 20 and November 3, 2022)
- Posted pictures of Reeve and Deputy Reeve being singed in during County Organizational meeting
- Scheduled Drive Happiness poster (scheduled for November 2, 2022)
- Scheduled time change/ battery change reminder (scheduled for November 6, 2022)
- Scheduled Remembrance Day Office closed (scheduled for November 7 & 10, 2022)
- Scheduled Budget Open House ads (scheduled for November 4/13/21/24, 2022)
- Scheduled Safe Halloween Reminder
- Scheduled Waste Transfer Station Hour reminders (scheduled for November 1 & 9, 2022)
- Scheduled Tax Installment Payment Plan reminder (scheduled for November 9, 2022)
- Scheduled Heritage River feedback survey notice (scheduled for November 1 & 17, 2022)
- Scheduled Tax Sale ads (scheduled for November 8/25 and December 7, 2022)
- Scheduled Beaver River Watershed Management Plan (scheduled for November 2 & 18, 2022)
- Scheduled Prime Ministers Award nominations (scheduled for November 15 & December 6, 2022)

**Social Media Stats:**

## Facebook

- Total Fans- 1,684
- Top posts and interactions:
  - Tax Installment Payment Plan
  - 2022 Tax Sale
  - Welder Employment Opportunity

## Twitter

- Total Followers- 1,156
- Most engaged post: 2022 Tax Sale

## Jenna Preston

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**From:** Evonne Zukiwski  
**Sent:** November 10, 2022 12:43 PM  
**To:** Jenna Preston  
**Subject:** FW: Kinette site

-----Original Message-----

From: ashley losier <akyle21@hotmail.com>  
Sent: November 10, 2022 12:05 PM  
To: Evonne Zukiwski <ezukiwski@smokylakecounty.ab.ca>  
Subject: Kinette site

Hi Evonne,

We no longer want the micro-website that's run off the county's website. We have not used it at all.

Thank you

Ashley Losier  
President- The Kinette Club of Smoky Lake

## Jenna Preston

---

**From:** Evonne Zukiwski  
**Sent:** November 10, 2022 12:43 PM  
**To:** Jenna Preston  
**Subject:** FW: Microsites

---

**From:** Michelle Wright <cedo@smokylakeregion.ca>  
**Sent:** October 19, 2022 2:39 PM  
**To:** Evonne Zukiwski <ezukiwski@smokylakecounty.ab.ca>  
**Subject:** Microsites

If I haven't already, RCDC motioned to release the microsite and business registry applications and not pursue them at this point.

Also, if Chamber microsite is still under their name, they are not going to pursue at this time either.

Thanks,

Michelle Wright  
Community Economic Development Officer (CEDO)  
Smoky Lake Region  
780 656 5398

[cedo@smokylakeregion.ca](mailto:cedo@smokylakeregion.ca)

Facebook: @smokylakeregion

Twitter: @RCDCSmokyLake

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

## Schedule "A"

## TRAINING EVENT



## SMOKY LAKE COUNTY

DEPARTMENT: Environmental Operations

## REPORT

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>October 5&amp;6, 2022</u>
	ORGANIZATION: <u>AWWOA</u>	LOCATION: <u>Edmonton</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	<p>Contents:</p> <p>Responding to Water Main Breaks.  Direction on when to determine that there is a possible leak and ways of pinpointing the leak. Safely digging up the leaks, and many different products to repair leaks within the distribution system.</p>	
RESULTS	<p>What I took away:</p> <p>I had a chance to see what different methods of repairs could be done as well as different products that Wosely inc. could supply.</p>	
WHY DID YOU ATTEND	<p>Benefits:</p> <p>I had received 1.2 Continuing Education units towards recertification of my Water and Wastewater certification that is due in December.</p>	
COSTS	Mileage: \$ <u>County Truck</u>	Meals: \$ <u>36.00</u> Other: \$ <u>0</u>
	Lodging: \$ _____	Registration: \$ <u>450.00</u>
		<b>TOTAL: \$ <u>486.00</u></b>
Prepared by Employee <b>Dave Franchuk</b>	DATE: October 5&6, 2022	COUNCIL MEETING DATE: Oct 26, 2022

Schedule "A"

**TRAINING EVENT**



**SMOKY LAKE COUNTY**

**DEPARTMENT:** Environmental Operations

**REPORT**

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>October 12, 2022</u>
	ORGANIZATION: <u>AMHSA</u>	LOCATION: <u>Council Chambers</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	Contents: Joint Health and Safety Committees and Health and Safety Representatives. A summary of basic information of when one is on a safety committee. The Legislation, Expectations of the Employer and the Expectations of the Health and Safety Committee, and ways of being effective.	
RESULTS	What I took away: A better understanding of how the Safety Committee to become more effective.	
WHY DID YOU ATTEND	Benefits: Assist in providing a safer working environment throughout the County of Smoky Lake.	
COSTS	Mileage: \$ <u>0</u>	Meals: \$ <u>0</u> Other: \$ <u>0</u>
	Lodging: \$ <u>0</u>	Registration: \$ _____
	TOTAL: \$ _____	
Prepared by Employee <b>Dave Franchuk</b>	DATE: October 12, 2022	COUNCIL MEETING DATE: Oct 26, 2022



Schedule "A"

**TRAINING EVENT**



**SMOKY LAKE COUNTY**

**DEPARTMENT:** Environmental Operations

**REPORT**

<b>EVENT</b>	<b>NAME:</b> <u>Dave Franchuk</u>	<b>DATE:</b> <u>October 12, 2022</u>
	<b>ORGANIZATION:</b> <u>AMHSA</u>	<b>LOCATION:</b> <u>Council Chambers</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
<b>SUMMARY</b>	Contents: Formal Workplace Inspections. Information on ways to conduct an effective workplace inspection and ways to improve inspections.	
<b>RESULTS</b>	What I took away: A better understanding of workplace inspections and the manual provided some terrific templates of Formal Workplace Inspection Forms.	
<b>WHY DID YOU ATTEND</b>	Benefits: Assist in providing a safer working environment throughout the County of Smoky Lake.	
<b>COSTS</b>	Mileage: \$ <u>0</u> Meals: \$ <u>0</u> Other: \$ <u>0</u> Lodging: \$ <u>0</u> Registration: \$ _____ <p style="text-align: right;"><b>TOTAL: \$ _____</b></p>	

<b>Prepared by Employee</b> <b>Dave Franchuk</b>	<b>DATE:</b> October 12, 2022	<b>COUNCIL MEETING DATE:</b> Oct 26, 2022
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## Schedule "A"

## TRAINING EVENT



## SMOKY LAKE COUNTY

DEPARTMENT: Environment and Parks

## REPORT

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>Oct 19-21, 2022</u>
	ORGANIZATION: <u>Recycling Council of Alberta</u>	LOCATION: <u>Jasper Park Lodge</u>
	<input type="checkbox"/> Seminar <input checked="" type="checkbox"/> Convention/Symposium <input checked="" type="checkbox"/> Conference <input type="checkbox"/> Workshop	
SUMMARY	<p>Contents:</p> <p>Government Relations Workshop with Alberta Council.  Brewery Tour-Jasper Brewing Company.  Plenary Session: Circular Economy.  Developing a Circular Economy in California.  Concurrent Session:EPR: A Look Behind the Curtain.  Concurrent Session: I'm Interested in Organics I am, I am, I am!  Concurrent Session: Ding Dong-Old Technology is Dead! What Comes Next?  Concurrent Session: My! Improvements Come so Quickly Here!  Plenary Session: Red Ruby Slippers and Other Inovations.  Sustainability Above the Rainbow-Recycling and Reuse in the New Space Industry.</p>	
RESULTS	<p>What I took away:</p> <p>Please see attached sheet (not enough room on this page.)</p>	
WHY DID YOU ATTEND	<p>Benefits:</p> <p>This workshop has given new views on reusing our existing packaging waste and just networking with other professionals in the waste and recycling industry.</p>	
COSTS	<p>Mileage: \$ <u>County Truck</u>                      Meals: \$ <u>88.53</u>                      Other: \$ <u>0</u></p> <p>Lodging: \$ <u>1003.64</u>                      Registration: \$ <u>875.00</u></p> <p style="text-align: right;"><b>TOTAL: \$ <u>1,967.17</u></b></p>	
Prepared by Employee <b>Dave Franchuk</b>	DATE: <b>Oct 19-21, 2022</b>	COUNCIL MEETING DATE: <b>Dec14,2022</b>

# Recycling Council of Alberta Training Report

## **Government Relations and Advocacy Presenter Pascal Ryffel (Alberta Council)**

Pascal had described what Government relations is and why it matters to the recycling sector. Basically he had given the audience beneficial ways to lobby your Minister and other government officials. And which techniques are effective. And doing your homework before you meet with a provincial elected official.

## **Clearing a Path to Zero Plastic Pollution. Karen Wirsig (Environmental Defence)**

Karen had informed us of Canadian Ministers target to have zero plastic waste by the year 2030 and world wide by 2040. She had talked about managing plastic waste and ways of reusing materials as currently her statistics had shown that 4.4 million tons go into Canadian landfills every year. She had expressed the importance of a reuse refill system and extended producer responsibility and successfully building a deposit program for more plastics that are normally discarded.

## **Leveraging Innovation for a Plastics Circular Economy. Mehr Nikoo (Alberta Innovates)**

Mehr had discussed renewable fuels are the future and basically reducing waste in recycling.

## **Examining Circular Innovation along the Value Chain: Primary Production to End of Life. Geoff McCarney (Smart Prosperity Institute)**

Geoff had discussed the benefits of a circular innovation when it comes to production of products utilizing the products more effectively and more often which would improve our environmental production in the mining sectors and auto electronics etc. Basically a model of a circular economy.

## **ECCC Updates Tracy Spack Environment and Climate Change Canada.**

Tracy had discussed the importance of a circular economy referring to plastics in our environment. The impacts of carbon emissions with humans and on wildlife habitats.

She had discussed the Federal zero plastics waste agenda and the upcoming policies and regulations, including single use plastics prohibition regulations. She had talked about issues contributing to poor recycling outcomes, recycled content requirements and rules for labeling for recyclability and compostibility, Objectives and benefits of a federal plastics registry.

## **Provincial Material Flow Analysis: Etienne Angers (Recycle Quebec)**

Etienne had discussed the mission to make Quebec without waste, basically he had talked about the strategy, success, failures of how recycle programs are working in Quebec.

### **Canadian Circular Cities and Region Initiative: Linsey Seidel Wassenaar (CCRI)**

Lindsey had talked about a project CCRI is working with 15 different municipalities and conducting workshops in regards to recycling with each municipality and the challenges involved.

### **Developing a Circular Economy in California: Heidi Sanborn (National Stewardship Action Council)**

Heidi had talked about the increase of population in the last 30 years has increased by 5 billion. Successful ways to get toxins out of our systems and used the example of transitioning to LED lighting from Fluorescent bulbs to eliminate the use of mercury, and the steps California had taken to reduce plastic use. She had discussed bills passed by the California Government to reduce waste and to promote recycling and one time use.

### **Jay LLLingworth (Electronics Products Recycling Association)**

Jay had talked about the history of the recycling programs throughout Canada and the challenges Ontario had to face.

### **Steve Meldrum (eTracks tire Management systems)**

Steve talked about how the tire recycling system is operated in Ontario, the success and issues that arose. Interesting fact is that currently the province of Ontario has just over 6700 tire collection sites.

### **Laura Selanders (Canadian Electrical Stewardship Association)**

Laura had talked about the progress of the Electronic recycling program that is operating in British Columbia and the expectation to move into Alberta.

### **Allen Langdon (Circular Materials)**

Allen had discussed the support provided to producers across Canada, collaborating and addressing plastic waste. Moving forward to meet with regulations that will come into effect in 2026.

### **Mark Kurschner (Product Care Association)**

Mark had discussed the lessons learned regarding recycling paint products and the challenges faced with different types of paint.

### **Barry Friesen (Clean Farms)**

I was hoping for more news on the phasing out of the collection of the chemical jugs, but nothing was mentioned. Barry basically described what clean farms helps out when it comes to collection of farm waste. Basically pesticides jugs, bale wrap and twine etc. currently the statistics say only 10% of farm waste is being collected as there are no regulations to date. Barry also talked about the companies that do the work and how they employ a number of people in small communities.

### **What does a Circular Economy for Lead and Lithium Large Format Batteries Look Like. Colin McKean (Canadian Battery Association)**

Colin had talked about significant issues they are currently dealing with recycling batteries, such as when they catch fire and how toxic the white smoke can be. He talked about the circular economy for recycling batteries, the sorting issues and training is recommended. And he also discussed the 2 different systems involved in recycling batteries being that they are either lead or lithium.

### **Roadmap and Implementation Plan for the Management of End of Life Electric Vehicles in Canada. Steve Fletcher (Automotive Recyclers of Canada)**

Steve had talked about EV batteries and how there is definitely a need for recycling, but unfortunately will not resolve the supply issues and we could see the prices increase immensely.

### **End- of-Life Management of Solar Panels. Evelyn Butler (Solar Energy Industries Association)**

Solar Energy Industries Association represents the manufactures of solar products, installers project developers, Quality assurance and material recovery/recycling. Basically she had discussed their recycling program learnings and success stories.

### **Cleaning After Solar Panels: A Circular Outlook. Serasu Duran (University of Calgary-Haskayne School of Business)**

This presenter had a strong accent, a bit hard to understand. Basically she talked about the growth of solar power in North America, the prices of the product and installation are decreasing on the average a system could last up to 30 years.

### **Jennifer Henry (Perk Eco)**

Jennifer had discussed what Perk Eco does when it comes to recycling at coffee shops they created a mess free sorting station and use the shredded paper coffee cups and coffee husk for stuffing in dog beds.

### **Karen Wickenson (Government of Alberta)**

Karen had talked about the Alberta rat control program as it was established in 1950 and was originally a private enterprise that turned to a government service. And obviously as a Alberta resident I could agree when she said how successful this program is.

### **Mike Medicoff (Change Toothpaste)**

There are billions of toothpaste tubes in our landfills. Mike told us a story of how his daughter and him had created and are producing toothpaste using a reusable container.

### **Kristy Ehman( Hylon Software)**

Kristy had talked about her creation of a website that sells used products in order to keep items out of websites.

### **Zero Emissions Light Bulb Recycling Plant Gord Lenz (Gasonic Group)**

This company based out of Calgary has made a unit that captures the toxins from light bulbs they also generate power from items like asphalt shingles and counter tops.

### **A Future Without Waste: Cody Irwan (ShareWares)**

Cody had created a program where you could scan a reusable coffee cup and receive a refund online when it is returned.

### **Andy Chou (Soapstand/Drink fill)**

This is a company that is trying to eliminate soap containers and is providing a reusable container and a soap dispensing machine at the grocery stores. He claims their product is 30% less expensive and will take up less space in the stores.

### **John MacInnes (Earthware)**

John had talked about the progress of his company that uses containers that are reusable and is similar to skip the dishes, but with reusable containers.

### **Recycling and reuse in the NewSpace Industry Emma Cain Louden, Astrophysicist and Space Entrepreneur Ph.D. Student, Yale University and Founder of Space to Sparkle.**

Emma had really opened everybody's eyes about how much space junk is currently orbiting around the Earth and in the future hopefully recycling could be a possibility.

## Schedule "A"

## TRAINING EVENT



## SMOKY LAKE COUNTY

DEPARTMENT: Environment and Parks

## REPORT

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>Oct 31-Nov01 , 2022</u>
	ORGANIZATION: <u>AWWOA</u>	LOCATION: <u>Edmonton</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	<p>Contents:</p> <p>Climate Change Adaptation Options for Water and Wastewater Systems in the Prairies Overview.</p> <p>Historical Observations</p> <p>Greenhouse Effects</p> <p>Global Temperature Predictions</p> <p>Predictions for Prairies</p> <p>Water Infrastructure Impacts</p> <p>Adaptation Responses.</p>	
RESULTS	<p>What I took away:</p> <p>Please see attached.</p>	
WHY DID YOU ATTEND	<p>Benefits:</p> <p>Actually this course was interesting to see how climate change will affect the operation of water systems and wastewater systems in the future. And I received 1.2 Continuing education units towards my water and waste water recertification that is due this December.</p>	
COSTS	<p>Mileage: \$ <u>County truck</u>                      Meals: \$ <u>41.60</u>                      Other: \$ <u>0</u></p> <p>Lodging: \$ <u>0</u>    Registration: \$ <u>425.00</u></p> <p style="text-align: right;"><b>TOTAL: \$ <u>466.60</u></b></p>	
<p>Prepared by Employee</p> <p><b>Dave Franchuk</b></p>		<p>DATE:</p> <p><u>Oct 31-Nov01 , 2022</u></p>
<p>COUNCIL MEETING DATE: <u>Dec 14, 2022</u></p>		

## **Climate Change Adaptation Options for Water and Wastewater Systems in the Prairies Training Report**

The class had learnt about the background on climate and weather, global climate systems, larger natural cycles key drivers of the climate and the definitions.

Short term and long term temperature data of the globe and investigate the effects of major natural drivers such as volcanoes and sun cycles on the observed temperature.

Greenhouse gases, greenhouse effect and it's necessity for our survival. Historical greenhouse gas content in the atmosphere and compares to the post industrial revolution contributions. The Concept of natural and man made greenhouse gas contributions and the comparison of global, Canadian and Alberta greenhouse gas contributions.

We looked at existing global temperature models and their predicted future global temperatures. Various positive and negative feedback mechanisms of the global climate system and the other predicted impacts arising from global warming.

The urban water cycle with emphasis on the water infrastructure components.

And the Concept of climate change adaption plan development process and ideas.



Schedule "A"

**TRAINING EVENT**



**SMOKY LAKE COUNTY**

**DEPARTMENT:** Environment and Parks

**REPORT**

EVENT	NAME: <u>Dave Franchuk</u>	DATE: <u>October 27-29</u>
	ORGANIZATION: <u>ARPA</u>	LOCATION: <u>Jasper</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input checked="" type="checkbox"/> Conference <input type="checkbox"/> Workshop	
SUMMARY	Contents: - A Conversation About Parks Role in Community Development. - Opening Ceremonies and Blackfoot Tea Dance. -ABCD Neighborhood Assets. -Choose Well: Healthy Eating. -Building a Strong and Resilient Recreation and Parks sector. - Youth Experiencing Homelessness. -Employee and Volunteer Retention in the Recreation Sector.	
RESULTS	What I took away: Please see attached.	
WHY DID YOU ATTEND	Benefits: This was the first time at this conference. It was interesting to see how other communities work towards enhancing their recreation programs and I found the trade fair to be informative regarding park supplies.	
COSTS	Mileage: \$ <u>119.84</u> Meals: \$ <u>82.46</u> Other: \$ <u>31.50 Jasper Parks</u> Lodging: \$ <u>753.55</u> Registration: \$ <u>845.00</u> <p style="text-align: right;"><b>TOTAL: \$ <u>1832.35</u></b></p>	
Prepared by Employee <b>Dave Franchuk</b>		DATE: <b>October 27-29</b> COUNCIL MEETING DATE: <u>Dec 14, 2022</u>

# Alberta Recreation and Parks Conference

## Training Report

### **A conversation About Community Development**

Howard Lawrence- Abundant Community Initiative Canada.

Howard talked about the role parks and recreation play in developing a community. How to leverage partner, increase engagement and promote access to recreation facilities promoting Health, Raising children, and safe neighborhoods.

### **ABCD Neighborhood Assets**

Sherry King- Genesis Centre Calgary

Sherry had talked about the Genesis Centre in Calgary which is a large recreation facility in the City of Calgary which is in partnership with the YMCA. Their vision was to get the community together providing many forms of recreation, sporting events, promoting mental health and providing services such as blood pressure checks, assisting education for diabetics etc.

### **Choose Well, Healthy Eating**

Matt Long-Communities Choosewell

Communities choose well inspires and strengthens community action to create local conditions and environments that enables all Albertans to eat well and be active. They have worked with Strathcona County, Boyle Street and Samson Cree Nation to name a few.

### **Building a Strong and Resilient Recreation and Parks Sector**

Steve Allan-ARPA board of directors.

Steve had identified emerging opportunities and challenges for the recreation and parks sector in Alberta. The next few years will be important to help define and solidify the vital role that recreation and parks play in our communities. Afterwards the class broke out into groups to identify what we felt our communities required and how ARPA could assist.

### **Youth Experiencing Homelessness- The Role of Recreation**

Christa Crosby and Tristan Hopper Ph.D. – Rec on Wheels

The pair had talked about “Rec on Wheels” a program that originated in the United States that basically have a van that is equipped with various Recreation equipment. The go to less

fortunate areas such as homeless shelters and inner city communities and provide activities such as basketball floor hockey etc. They talked about the impact this program has on homeless youth.

### **Employee and Volunteer Retention in the Recreation Sector**

Julia Soicie and Audrey Redcrow – Fort McKay Wellness Centre.

Basically they had gone over ways to encourage employees to stick around and did ask the audience why they may have left a job, which was interesting as a majority of the reasons were “no room to grow. They talked about the importance of acknowledging the success of each employee and celebrating accomplishments.

### **Trade Fair**

I found meeting with different vendors that provide certain parks equipment and supplies to be informative and have collected contact information for future inquiries.