

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting
for the purpose of Departmental Operations to be held on
Tuesday, **December 13, 2022** at 9:00 o'clock A.M.
Virtual through Zoom Platform

Meeting ID: 895 7986 5196 Passcode: 875181

<https://us02web.zoom.us/j/89579865196?pwd=ZVkwTVd2d05wZ0pJYmdHYThMMkN4Zz09>

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

1. Meeting:

Call to Order

2. Agenda:

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

3. Minutes and Action Lists:

1. Minutes of October 11, 2022 – **Environment and Parks Meeting**. ©

Recommendation: Motion to Adopt.

2. **Action List** of October 11, 2022 – **Environment and Parks Meeting**. ©

Recommendation: Motion to Adopt.

3. Minutes of October 11, 2022 – **Fire Protective Services Committee Meeting**. ©

Recommendation: Motion to Adopt.

4. **Action List** of October 11, 2022 – **Fire Protective Services Committee Meeting**. ©

Recommendation: Motion to Adopt.

4. Request for Decision:

No Request for Decisions.

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. ©

Recommendation: Approve to cancel the Fire Protective Committee Meeting scheduled for December 13, 2022.

- f. Loss Prevention Coordinator. ©

Planning and Development:

- g. Planning and Development Manager. ©

Natural Gas:

- h. Natural Gas Manager. *(Will be in the Natural Gas Agenda Meeting)*

Environmental Operations/Parks and Recreation:

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

Recommendation: Approve to cancel the Environment & Parks Meeting scheduled for December 13, 2022.

Agricultural Service Board:

- j. Agricultural Fieldman. ©

Administration:

- k. GIS Technician. ©
- l. Communications Officer. ©

Recommendation: Accept and file for information.

2. Training Reports

- a. Communications. ©
- b. Agricultural. ©

3. Manager Work Plans

No Work Plans.

6. **Correspondence(s):**

7. **Delegation(s):**

8. **Executive Session:**

Adjournment

SMOKY LAKE COUNTY

Minutes of the County Council **Environment and Parks Meeting** (Water, Wastewater and Waste Management) held on Tuesday, **October 11, 2022**, at 2:40 P.M. held virtually online through Electronic Communication Technology: Zoom Meeting and in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Oct. 11, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Env. & Parks Manager	Dave Franchuk	Present in Chambers
Natural Gas Manager	Daniel Moric	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Comm. Tech.	Evonne Zukiwski	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Interim Ag. Fieldman	Amanda Kihn	Virtually Present

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

2. Agenda:

1154-22: Serben That the Smoky Lake County Council Environmental Operations Meeting Agenda for Tuesday, October 11, 2022, be adopted, as presented.
Carried Unanimously.

3. Minutes:

1155-22: Fenerty That the Minutes of the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, August 16, 2022, be adopted as presented.
Carried.

1156-22: Fenerty That the Action List from the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, August 16, 2022, be filed for information.
Carried.

4. Request for Decision

No Requests for Decision.

5. Issues for Information:

Environmental Operations: Manager’s Report

1157-22: Gawalko That Smoky Lake County’s Environment and Parks Manager’s report dated October 1, 2022, as well as the verbal summary of the department’s duties and activities, be accepted for information.
Carried.

Evergreen Regional Waste Management Services Commission – Minutes

1158-22: Cere That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on August 18, 2022, at the County of St. Paul No. 19's office, be filed for information.

Carried.

Evergreen Regional Waste Management Services Commission – Minutes

1159-22: Fenerty That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on September 15, 2022, at the County of St. Paul No. 19's office, be filed for information.

Carried.

Prohibition of Scavenging at County Landfills and Waste Transfer Stations

1160-22: Cere That Smoky Lake County administration prepare a draft Bylaw for the purpose of prohibiting scavenging at County Landfills and Waste Transfer Stations, for Councils consideration at a future meeting.

Carried.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Next Meeting

1161-22: Gawalko That the next Smoky Lake County Council **Environmental Operations Meeting** be scheduled for **Tuesday, December 13, 2022**, at **9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

ADJOURNMENT:

1162-22: Cere That the Smoky Lake County Council Environmental Operations Meeting of October 11, 2022, be adjourned, time 3:08 p.m..

Carried.

CHAIRPERSON

S E A L

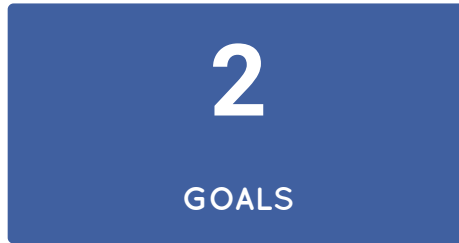
CHIEF ADMINISTRATIVE OFFICER



ENVIRO & PARKS MEETING ACTION LIST FROM OCT. 11, 2022 AS OF

2022/12/06

3.2



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
		2022 10 11 Environment & Parks				On Track 69 / 100
2022/10/11	1160-22	→ Draft Bylaw: Prohibition of Scavenging at County Landfills and Waste Transfer Stations	That Smoky Lake County prepare a draft Bylaw for the prohibition of scavenging at County Landfills and Waste Transfer Stations, for Council to consider at a future meeting.	Environmental Operations Manager	Patti Priest: Achievements: The bylaw has been drafted and is in the process of being reviewed by administration. Challenges: <i>No value</i> Next Steps: <i>No value</i>	On Track 69 / 100

SMOKY LAKE COUNTY



Minutes of the **Fire Protective Services Committee Meeting** held on Tuesday, **October 11, 2022** at 2:09 P.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in County Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Oct. 11, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Asst. CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Fire Chief	Scott Franchuk	Present in Chambers
Fire Protect. Srv. Asst.	Spencer Kotylak	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Interim Ag. Filedman	Amanda Kihn	Virtually Present
Executive Services/R.S.	Patti Priest	Virtually Present
Comm. Tech.	Evonne Zukiwski	Virtually Present
GIS Officer	Carole Dowhaniuk	Virtually Present

No Members of the Media were present.

One Member of the Public was in virtual attendance.

2. Agenda:

1142-22: Fenerty

That the Smoky Lake County Fire Protective Services Committee Meeting Agenda for Tuesday, October 11, 2022, be adopted, as amended:

Addition to the Agenda:

1. Fire Investigation Association of Alberta National Wildfire Investigation Workshop

Carried Unanimously.

3. Minutes:

1143-22: Serben

That the Minutes of the Smoky Lake County Fire Protective Services Committee Meeting held on Tuesday, August 16, 2022, be adopted as presented.

Carried.

1144-22: Serben

That the Action List from the Smoky Lake County Fire Protective Services Committee Meeting held on Tuesday, August 16, 2022, be accepted as presented.

Carried.

4. Request for Decision:

Phase II: Regional Fire Services Review – Proceed

1145-22: Serben

That Smoky Lake County accept and proceed with the Phase II: Smoky Lake Regional Fire Services Review, report titled: “Smoky Lake Region Fire Services Business & Implementation Plan Final Report”, as prepared by Transitional Solution Inc. dated August 2022.

Carried.

Phase II: Regional Fire Services Review – Municipal Partners Confirm Acceptance

1146-22: Fenerty That Smoky Lake County approach the partnering municipalities: Town of Smoky Lake, Village of Vilna and Village of Waskatenau to confirm acceptance in writing of the Phase II: Smoky Lake Regional Fire Services Review, report titled: “Smoky Lake Region Fire Services Business & Implementation Plan Final Report”, as prepared by Transitional Solution Inc., by November 18, 2022.

Carried.

Phase II: Regional Fire Services Review – Negotiating Committee

1147-22: Gawalko That Smoky Lake County Council appoint the Chief Administrative Officer, Fire Chief, and Deputy Fire Chief, to the Administrative Negotiating Committee pursuant to the Phase II: Smoky Lake Regional Fire Services Review, report titled: “Smoky Lake Region Fire Services Business & Implementation Plan Final Report”, as prepared by Transitional Solution Inc.

Carried.

Outstanding Fire Invoice No. 185 – Cancel

1148-22: Gawalko That Smoky Lake County cancel the Fire Invoice No. 185 issued to Alberta Transportation dated March 28, 2022 in the amount of \$23,623.00 for emergency services provided on December 31, 2021 at the location described as Highway 28 and Range Road 152, as the Emergency Services and Public Works invoices needs to be separate.

Carried.

Replace Outstanding Fire Invoice No. 185 – for Emergency Service

1149-22: Fenerty That Smoky Lake County re-issue a new invoice to Alberta Transportation in the amount of \$22,860.00 for emergency services provided on December 31, 2021 at the location described as Highway 28 and Range Road 152.

Carried.

Replace Outstanding Fire Invoice No. 185 - for Emergency Skid Steer Work

1150-22: Serben That Smoky Lake County issue an invoice to Alberta Transportation in the amount of \$763.00 for County Public Works Skid Steer services provided at an emergency in respect to the incident which occurred on December 31, 2021 at the location described as Highway 28 and Range Road 152.

Carried.

5. Issues for Information:

6. Addition to the Agenda:

Wildfire Investigation Workshop

1151-22: Serben That the Smoky Lake County Council who can attend – attend the 2022 Fire Investigation Association of Alberta National Wildfire Investigation Workshop scheduled for November 22-24, 2022, to be held at the Nisku, Alberta.

Carried.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Next Meeting

1152-22: Gawalko

The next Smoky Lake County **Fire Protective Services Committee Meeting** be scheduled for **Tuesday, December 13, 2022, at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and/or physically in County Council Chambers.

Carried.

ADJOURNMENT:

1153-22: Fenerty

That the Smoky Lake County Fire Protective Services Committee Meeting of October 11, 2022, be adjourned, time 2:39 p.m.

Carried.

CHAIRMAN

S E A L

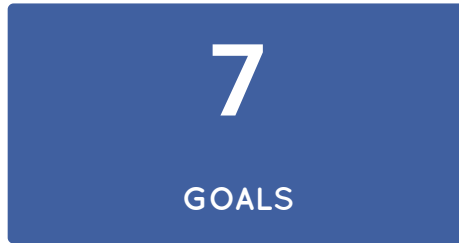
CHIEF ADMINISTRATIVE OFFICER



FIRE PROTECTIVE MEETING ACTION LIST FROM OCT. 11, 2022 AS OF

2022/12/07

3.4



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022 10 11 Fire Protective						Overdue 0 / 100
2022/10/11	1145-22	→Phase II: Regional Fire Services Review – Proceed	That Smoky Lake County accept and proceed with the Phase II: Smoky Lake Regional Fire Services Review, report titled: "Smoky Lake Region Fire Services Business & Implementation Plan Final Report", as prepared by Transitional Solution Inc. dated August 2022.	Fire Chief	Scott Franchuk: Achievements: For documentation and tracking the work completed by Transitional Solutions Inc to assist in grant reported and overall timelines of the project. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/11	1146-22	→Phase II: Regional Fire Services Review – Municipal Partners Confirm Acceptance	That Smoky Lake County approach the partnering municipalities: Town of Smoky Lake, Village of Vilna and Village of Waskatenau to confirm acceptance in writing of the Phase II: Smoky Lake Regional Fire Services Review, report titled: "Smoky Lake Region Fire Services Business & Implementation Plan Final Report", as prepared by Transitional Solution Inc., by November 18, 2022.	Fire Chief	Scott Franchuk: Achievements: Village of Waskatenau The decision to the Phase II: Business and Implementation Plan was talbled at the November 24 Council Meeting as Council asked for more clarification. Village of Waskatenau CAO spoke to the County CAO and Fire Chief for clarification. Village of Waskatenau CAO will be bringing forward the recommendation to proceed with Phase II at their December 15, 2022 Council Meeting.	Comple 100 / 100

Village of Vilna

The Village of Vilna CAO spoke to the County Fire Chief for clarification and will be bringing forward the recommendation to proceed with Phase II at their December 15, 2022 Council Meeting.

Town of Smoky Lake

MOVED by Councillor Makowichuk that Town of Smoky Lake accept Phase II: Smoky Lake Regional Fire Services Review, report titled: "Smoky Lake Region Fire Services Business & Implementation Plan Final Report", as prepared by Transitional Solution Inc. dated August 2022 as information. Further to that, the Town of Smoky Lake Council appoint the Town of Smoky Lake Chief Administrative Officer to the Administrative Negotiating Committee pursuant to the Phase II: Smoky Lake Regional Fire Services Review, report titled: "Smoky Lake Region Fire Services Business & Implementation Plan Final Report", as prepared by Transitional Solution Inc. to proceed with an implementation plan, using the report as a reference, and to bring the plan to Council for approval

Challenges: *No value*

Next Steps: *No value*

2022/10/11 1147-22

→ **Phase II:
Regional Fire
Services Review
– Negotiating
Committee**

That Smoky Lake County Council appoint, the Chief Administrative Officer, Fire Chief, and Deputy Fire Chief, to the Administrative Negotiating Committee pursuant to the Phase II: Smoky Lake Regional Fire Services Review, report titled: "Smoky Lake Region Fire Services Business & Implementation Plan Final Report", as prepared by Transitional Solution Inc.

Fire Chief

Scott Franchuk:

Achievements:

For documentation and tracking the work completed by Transitional Solutions Inc to assist in grant reported and overall timelines of the project.

Challenges: *No value*

Next Steps: *No value*

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/11	1148-22	→ Replace Outstanding Fire Invoice No. 185 – for Emergency Service	That Smoky Lake County cancel the Fire Invoice No. 185 issued to Alberta Transportation dated March 28, 2022 the amount of \$23,623.00 for emergency services provided on December 31, 2021 at the location described as Highway 28 and Range Road 152, as the County skid steer work involved needs to be separated invoiced separately.	Fire Chief	<p>Scott Franchuk:</p> <p>Achievements: Fire Invoice 185 was cancelled on October 19, 2022 and Fire Invoice 633 in the amount of \$22,860.00 for the services provided by Smoky Lake County Fire Departments on December 31, 2021 on Highway 28 and Range Road 152 was sent to Alberta Transportation on October 21, 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/11	1150-22	→ Replace Outstanding Fire Invoice No. 185 - for Emergency Skid Steer Work	That Smoky Lake County re-issue a new invoice to Alberta Transportation in the amount of \$763.00 for County Skid Steer services provided on at an emergency in respect to the incident which occurred on December 31, 2021 at the location described as Highway 28 and Range Road 152.	Fire Chief	<p>Scott Franchuk:</p> <p>Achievements: Fire Invoice 634 in the amount of \$763.00 for the services provided by Smoky Lake County Skid Steer on December 31, 2021 on Highway 28 and Range Road 152 was sent to Alberta Transportation on October 21, 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/11	1151-22	→ Wildfire Investigation Workshop	That the Smoky Lake County Council who can attend – attend the 2022 Fire Investigation Association of Alberta - National Wildfire Investigation Workshop scheduled for November 23-24, 2022, to be held at the Nisku, Alberta.	Fire Chief	<p>Scott Franchuk:</p> <p>Achievements: Smoky Lake County Fire Chief attended the Fire Investigation Association of Alberta - National Wildfire Investigation Workshop and presented on the Smoky Lake County Arson case.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100



5.1.a

17
GOALS

1%
GOAL COMPLETION

DOUG PONICH

Goal	Progress Update	Current Completion
Public Works Manager Work Plan		
→ Public Works Department Daily/Weekly/Monthly Plan : 100%	Doug Ponich: Achievements: No update. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/02/15	1% 0.555 / 100 99% behind
→ Administrative (PW Manager) : 100%	Doug Ponich: Achievements: County Departmental Meeting. Nov. 15 County Budget Meeting. Nov. 15, Dec. 6 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/15	8% 8.33 / 100% 92% behind
→ Council Member Inquiry (PW Manager) : 100%		0% 0 / 100% 93% behind
		0% 0 / 100% 99% behind

Goal	Progress Update	Current Completion
→ Dust Control (PW Manager) : 100%	<p>Doug Ponich: Achievements: No update.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/11/10</p>	<p>0% 0 / 100% 93% behind</p>
→ Gravel (PW Manager) : 100%	<p>Doug Ponich: Achievements: Haul screened sand from Sowka Lake Pit to County Shop Yard for winter calcium treatment. Oct. 11, 12, 13</p> <p>Take Inventory of Gravel Stock Piles at White Earth Pit. Nov. 1, 2</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/10/13</p>	<p>0% 0 / 100% 93% behind</p>
→ Maintenance (PW Manager) : 100%	<p>Doug Ponich: Achievements: Grader snow removal. Nov. 21, 22, 28, 29, 30, Dec. 1, 5</p> <p>Plow truck snow removal and sanding. Nov. 9, 10, 14, 21, 22, 23, 28, 29, 30, Dec. 1, 2, 5</p> <p>Small plow truck (with sander, Unit # 108) at resorts. Nov. 8, 9, 21, 22, 24, 29, Dec. 1, 2, 5</p> <p>Small plow truck (Without sander; Unit # 435) at resorts. Nov. 14, 21, 22, 29, Dec. 1, 2</p> <p>Small plow truck sanding Vilna Hospital parking lot and Hamlet of Warspite. Nov. 25</p> <p>Skid steer snow removal: - Main office. Nov. 8, 28, Dec. 1 - Shop yard. Nov. 9, 28, 29, 30, Dec. 1</p> <p>Tractor snow removal at "Flag" Driveways - east half of county. Nov. 28, 29, Dec. 5</p>	<p>0% 0 / 100% 93% behind</p>

Tractor snow removal at Hamlets. Nov. 29

Continue fall sign inspections. Nov. 8, 9

Brushing and tree removal:

- RR 170, North of TWP 610. Nov. 8 Div. 4
- Island Lake Road, east of HWY 855. Nov. 8 Div. 4
- TWP 594, east of RR 161. Nov. 8 Div. 4
- Victoria Trail, east of HWY 855. Nov. 9 Div. 3
- RR 134, north of TWP 584. Nov. 9 Div. 2
- TWP 583A, west of RR 130. Nov. 9 Div. 2
- RR 133, north of TWP 582. Nov. 15 Div. 2
- TWP 620, west of RR 133A. Nov. 16 Div. 1
- TWP 594, east of RR 140. Nov. 16 Div. 1
- RR 184, south of TWP 582A. Nov. 16 Div. 3
- RR 170, TWP 590 - 584. Nov. 21 Div. 3
- RR 171, TWP 590 - 584. Nov. 21 Div. 3
- RR 175, north of TWP 612. Nov. 22 Div. 5
- RR 180, north of TWP 612. Nov. 22 Div. 5
- RR 135, north of TWP 602. Nov. 22 Div. 1
- TWP 600, RR 135- 140. Nov. 22 Div. 1
- RR 142, north of TWP 600. Nov. 22 Div. 1
- RR 183, north of TWP 604. Nov. 23 Div. 5
- RR 182, north of TWP 600. Nov. 23 Div. 5
- RR 184, south of TWP 610. Nov. 23 Div. 5
- RR 185, south of TWP 610. Nov. 23 Div. 5
- RR 133, HWY 652 - TWP 584. Nov. 23 Div. 2
- RR 132, HWY 652 - TWP 584. Nov. 23 Div. 2
- RR 133, South of HWY 6562. Nov. 23 Div. 2
- RR 174, north of TWP 602. Nov. 24 Div. 4

- RR 175, north of TWP 602. Nov. 24 Div. 5
- RR 121, north & south of TWP 592. Nov. 24 Div. 1
- TWP 602, RR 130 - 125. Nov. 24 Div. 1
- Victoria Trail, HWY 831 - RR 194A. Nov. 25 Div. 5
- TWP 582, west of RR 141. Nov. 28 Div. 2
- RR 133, south of TWP 620. Nov. 28 Div. 1
- Victoria Trail, HWY 855 - Pakan Settlement. Nov. 25 Div. 3
- TWP 592, east of RR 122. Nov. 30 Div. 1
- RR 183, north of TWP 604. Dec. 2 Div. 5
- TWP 611, west of RR 185. Dec. 2 Div. 5
- RR 165, north of TWP 613. Dec. 2 Div. 4

3 crews out on fallen trees after strong winds. Nov. 28, 29, Dec. 5

"Flag" Driveway inspections; mark and document obstacles prior to snow removal. Nov. 9, 10, 17

Skid steer with brushing head:

- RR 130, TWP 584 - 583A. Nov. 14 Div. 2
- north ditch along TWP 592, east of RR 122. Nov. 22 Div. 1

Sign repair:

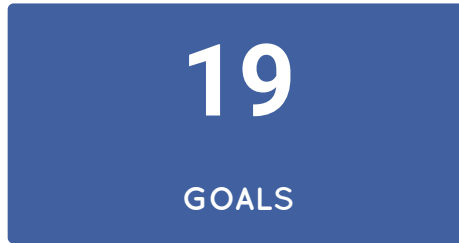
- Straighten Checker Board sign at TWP 612 & RR 185. Nov. 14 Div. 5
- Straighten Checker Board sign and clear brush at TWP 611 & RR 185. Nov. 14 Div. 5
- Straighten Road Address sign at TWP 604 & RR 181. Nov. 14 Div. 5
- Straighten Road Address sign at TWP 611 & RR 190. Nov. 14 Div. 5
- Straighten Checker Board sign at TWP 611 & RR 190. Nov. 14 Div. 5
- Repair Checker Board sign at TWP 605A & RR 191. Nov. 14 Div. 5
- Repair Stop sign at RR 181 & TWP 600. Nov. 15 Div. 5
- Straighten Address sign at TWP 592 & RR 195. Nov. 15 Div. 5
- Repair Stop sign at RR 185 & TWP 594. Nov. 15 Div. 5

- Repair Checker Board sign at TWP 592 & RR 195. Nov. 15 Div. 5
- Repair Checker Board sign at TWP 610 & RR 184. Nov. 15 Div. 5
- Straighten Curve sign at RR 183 & TWP 600. Nov. 15 Div. 5
- Straighten Yield sign at RR 144 & TWP 584. Nov. 15 Div. 2
- Straighten Stop sign at TWP 592 & RR 185. Nov. 16 Div. 3
- Straighten Road Address sign at TWP 590 & RR 185. Nov. 16 Div. 3
- Replace Checker Board sign at TWP 620 & RR 133. Nov. 29 Div. 1
- Replace Stop sign at TWP 610 & RR 132. Nov. 29 Div. 1
- Straighten Yield sign at TWP 584 & RR 144. Nov. 29 Div. 2
- Straighten Stop sign at TWP 584 & RR 134. Nov. 29 Div. 2
- Replace Stop sign at TWP 594 & RR 123. Nov. 29 Div. 1
- Straighten Stop sign at TWP 584 & RR 141. Nov. 29 Div. 2
- Straighten Checker Board sign at TWP 583 & RR 144. Nov. 29 Div. 2
- Straighten Road Address sign at HWY 652 & RR 141. Nov. 29 Div. 2
- Replace Curve sign at TWP 580A, east of RR 153. Nov. 29 Div. 2
- Straighten Road Address sign at RR 183 & TWP 582A. Nov. 30 Div. 3
- Straighten Road Address sign at RR 133 & TWP 620. Nov. 30 Div. 1
- Replace Stop sign at Intersection of 49 St. and TWP 592; Warspite. Nov. 30 Div. 3
- Straighten Checker Board sign at RR 172 & TWP 592. Nov. 30 Div. 3
- Replace Stop sign at TWP 590 & RR 172A. Dec. 1 Div. 3
- Replace Yield sign at TWP 584 & RR 171A. Dec. 1 Div. 2
- Straighten Checker Board sign TWP 592 & RR 162. Dec. 1 Div. 3
- Straighten Checker Board sign at RR 172 & Victoria Trail. Dec. 1 Div. 3
- Replace Yield sign at RR 143 & TWP 582. Dec. 1 Div. 2
- Replace Yield sign at RR 142 & TWP 582. Dec. 1 Div. 2

County Shop Inventory. Nov. 14 - 18, 21 - 25, 28 - Dec. 2, Dec. 5, 6

Culvert Inventory. Nov. 30

		Current Completion
	Inspect natural spring areas. Nov. 21	
	Challenges: <i>No value</i>	
	Next Steps: <i>No value</i> 2022/11/14	
→ Roads (PW Manager) : 100%	Doug Ponich: Achievements: Work on 5 Year Road Plan. Nov. 16, 17	0% 0 / 100% 93% behind
	Challenges: <i>No value</i>	
	Next Steps: <i>No value</i> 2022/11/17	
→ Training (PW Manager) : 100%	Doug Ponich: Achievements: First Aid Training. Nov. 16	0% 0 / 100% 99% behind
	Challenges: <i>No value</i>	
	Next Steps: <i>No value</i> 2022/12/01	
→ Administration (PW Manager) : 100%		0% 0 / 100% 93% behind
→ Dust Control (PW Manager) : 100%	Doug Ponich: Achievements: No update.	0% 0 / 100% 93% behind
	Challenges: <i>No value</i>	
	Next Steps: <i>No value</i> 2022/05/26	
→ Gravel (PW Manager) : 100%		0% 0 / 100% 93% behind
→ Maintenance (PW Manager) : 100%		0% 0 / 100% 93% behind
→ Roads (PW Manager) : 100%		0% 0 / 100% 93% behind
→ Council Member Inquiry (PW Manager) : 100%		0% 0 / 100% 93% behind
→ Training (PW Manager) : 100%		0% 0 / 100% 93% behind



MARK FEDORETZ

(SHOP) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Administrative (PW Shop Foreman) : 100%	<p>Mark Fedoretz:</p> <p>Achievements:</p> <ol style="list-style-type: none"> Attend managers meetings Attend safety meetings Starting and helping complete projects in the shop Vehicle check lists. Attend Departmental meetings Signing Timesheets and bills Oil samples and act on recommendations Working on Budget. Old shop improvements. Shop inventory. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>	<p>Annual Inventory Count Month <input type="checkbox"/> to be complete by: December</p> <p>Warranty repairs Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Annual Employee Evaluations Month <input type="checkbox"/> to be complete by: December</p> <p>Spec out vehicles and equipment to be purchased for all departments Month <input type="checkbox"/> to be complete by: <i>No value</i></p>	<p>Behind 0% 0 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
Contract Work (PW Shop Foreman) : 100%	Mark Fedoretz: Achievements: 1. 214 Diagnose coolant leak. November 10, 2022 2. 322 Fix amber light and check over. November 22, 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		Behind 0% 0 / 100%
→ Contract CVIPs			On Track 0% 0 / 100
Council Member Inquiry (PW Shop Foreman) : 100%	Mark Fedoretz: Achievements: No council inquiries this reporting period Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		Behind 0% 0 / 100%

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

Mark Fedoretz:

Achievements:

1. 604G install new tracks. November 8, 2022
2. 601 Remove tilt cylinders. November 9, 2022
3. 622 Boost unit. November 14, 2022
4. 508 Repair tire and fix lights changed out heater valve. November 14 and November 15, 2022
5. 616 Remove engine. November 10–November 17, 2022
6. 509 Put new bolt in for wing. November 18, 2022
7. 604G Change cutting edge on snow bucket. November 24, 2022
8. 640 Heat up bolts and changed cutting bars. November 25, 2022
9. 640 Replaced hydraulic filter. November 28, 2022
10. 525 Service call pump up Left rear tire. November 29, 2022
11. 472 Alternator not charging. replaced clutch pulley. November 29, 2022
12. 651 Start and take generator down to main office. December 1 20222
13. 502 Grader would not start due to gelling fuel. December 2, 2022
14. 511 Grader would not run due to getting fuel. December 2, 2022
15. 505 Change out front right tire. December 2, 2022
16. 509 Change mow board and wing blades. December 2, 2022

Challenges: *No value*

Next Steps: *No value*

2022/12/05

Behind
0%
0 / 100%

Goal	Progress Update	Tasks	Current Completion
Protective Services Maintenance/Repair (PW Shop Foreman) : 100%	Mark Fedoretz: Achievements: <ol style="list-style-type: none"> 1. 403 Service and CVIP. November 22, 2022 2. 410A Service. November 25, 2022 3. 429 Repair wiring to lights. November 29, 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		Behind 0% 0 / 100%
Training (PW Shop Foreman) : 100%	Mark Fedoretz: Achievements: Rigging and crane course December 15 and 16 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		Behind 0% 0 / 100%

Goal	Progress Update	Tasks	Current Completion
Vehicle (PW Shop Foreman) : 100%	<p>Mark Fedoretz:</p> <p>Achievements:</p> <ol style="list-style-type: none"> 1. 116 Replace alternator and service. November 7, 2022 2. 444 Service and scan codes. November 7, 2022 3. 743 Service. November 8, 2022 4. 202 Service. November 9, 2022 5. 110 Fix electrical that was draining the battery. November 14, 2022 6. 101A Service. November 17, 2022 7. 195 Repair fuel leak. November 18, 2022 8. 112A Service. November 24, 2022 9. 195 Put front plow on and made sure the wing extends out. November 25, 2022 10. 226B Service. November 28, 2022 11. 116 Replace heater motor and resistor. November 30, 2022 12. 101 Boost and Replace transmission. November 30 to December 5, 2022 13. 435 Make new hose for blade. December 1, 2022 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>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
→ Sand trucks ready for Winter		<p>Sand truck 3 Month <input type="checkbox"/> to be comple te by: Octob er</p> <p>Sand truck 2 Month <input type="checkbox"/> to be comple te by: Octob er</p> <p>Sand truck 1 Month <input type="checkbox"/> to be comple te by: Octob er</p>	<p>Behind 77% 77 / 100</p>
→ Tandem Trucks ready for summer		<p>Sand truck 1 Month <input type="checkbox"/> to be comple te by: April</p> <p>Sand truck 2 Month <input type="checkbox"/> to be comple te by: April</p> <p>Sand truck 3 Month <input type="checkbox"/> to be comple te by: April</p>	<p>Behind 0% 0 / 100</p>
→ 150 Services to vehicles and equipment : 150 Service(s)			<p>Overdue 0% 0 / 150 Service(s)</p>
Sand trucks ready for Winter			<p>Overdue 70% 70 / 100</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
Old County Shop Overhead Door and Ceiling Insulation	<p>Patti Priest:</p> <p>Achievements: 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>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/10/18</p>		<p>On Track</p> <p>50%</p> <p>50 / 100</p>
Sale of Capital Equipment – Unit 206			<p>Overdue</p> <p>0%</p> <p>0 / 100</p>
Enterprise Fleet Management Canada Inc. – Replacement of Unit 100A and Unit 109			<p>Overdue</p> <p>0%</p> <p>0 / 100</p>

(SHOP) MANAGER'S PLAN

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

Behind
0%
0 / 100

Peace Officer / Bylaw Enforcement				Report Period: November 15, 2022 – December 6, 2022			
LAND USE DEVELOPMENT							
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.							
RESORTS							
Projects				Date In Progress	Date Outstanding	Date Completed	
November 22, 2022 – Officer MURPHY attends ecological reserve along Mons Lake, on the east side. Several items are observed as either being stored or appearing to be disposed of along the shoreline. Officer MURPHY documents the items for future reference as a cleanup initiative will need to be adopted upon the implementation of the updated Environmental Reserves and Municipal Reserves Bylaw.				2022/ 11/22		2022/ 11/22	
November 23, 2022 – Officer MURPHY follows up with a lot owner at Bonnie Lake in regards to a vehicle that has been partially parked on county property. The officer reminds the lot owner of the requirement to have the vehicle removed off of the county property. November 26, 2022 - Vehicle in question has been removed from the county's property.				2022/ 10/31		2022/ 11/26	
November 23, 2022 – Officer MURPHY receives a complaint of access to the Whitefish Lake being restricted due to a snowbank ridge being pushed up along the road right of way controlled by the county in the Hillside Acres Resort. Officer MURPHY is currently working with the lot responsible for the snowbank to have the bank removed.				2022/ 11/23	2022/ 12/06		
Next Month's Objectives							
Continue to deal with matters as they arise.							
ANIMAL CONTROL							
Projects				Date In Progress	Date Outstanding	Date Completed	
November 18, 2022 – Officer MURPHY receives a complaint of several horses getting out into an				2022/ 11/18		2022/ 11/18	

adjacent property. Officer MURPHY contacts the suspected horse owner and advises of the animals being out. Officer MURPHY coordinates with both the parties to have the horses rounded up and returned to their owner's property.			
December 5, 2022 – Officer MURPHY receives a complaint of a dog at large near Edwand. Complainant is concerned for the dogs well being as the weather is quite cold. Officer MURPHY is able to track down the dogs owner and reminds them to keep the animal contained to their property.	2022/ 12/05		2022/ 12/05
Next Month's Objectives			
Continue to deal with matters as they arise.			
PROTECTIVE SERVICES			
Projects	Date In Progress	Date Outstanding	Date Completed
November 15, 2022 – Officer MURPHY receives a complaint of surveyor stakes being removed from a property line in Warspite. Upon attending the site, the officer is shown where approximately 2 surveyor stakes had been broken off by the suspected neighbors. It is determined that the county does not currently have any bylaws that relate to the matter, and that it can be handled in civil court. As to the issue of trespassing, Officer MURPHY advises that he currently doesn't have the authority to issue fines under the Petty Trespass Act, and to contact RCMP if continued trespassing occurs.	2022/ 11/15		2022/ 11/16
Next Month's Objectives			
Continue to deal with matters as they arise.			
ATV TRAILS			
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.			
PEACE OFFICER PROGRAM			
Submission of Peace Officer Appointment Application.			
Next Month's Objectives			
Provide information as necessary for the program.			
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed

-Various administrative tasks relating to researching provincial legislation, bylaws, and other necessary information.			
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Next Month's Objectives			
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-Begin uploading occurrences to Munisight.			
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-Setup file folder system.			
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TRAINING			
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None to report this month.			
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COUNTY STRATEGIC PLAN			
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Nothing to report at this time.			
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Signature:	County Council Meeting:		
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5.1.e

FIRE SERVICES PLAN

(FIRE) COMMUNITY SERVICES

Goal	Progress Update
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1. Administrative Activity (FIRE) : 100%

Scott Franchuk:

Achievements:

- Attended the Joint Town and County Meeting
- Attended and Presented at the the Fire Investigation Association of Alberta: National Wildfire Investigation Workshop
- Attended 1 County Budget Meeting
- Attended the MRF tracking business meeting
- Meaghan Andreychuk was hired as the Fire Protective Services Clerk and started November 28, 2022
- Completed Fire Protective Services department orientation with the Clerk
- Completed GIS training
- Completed items from the Fire Protective Services Committee Meeting action list
- Completed 4 Alberta Transporation invoices
- Completed 2 fire reports and submitted to the fire investigators
- Completed budget research and pricing
- Submitted the second stage of the FireSmart Grant

Challenges: *No value*

Next Steps: *No value*

2022/12/06

2. Fire Protective Services : 100%**Scott Franchuk:****Achievements:**

- 72 Fire permits were issues and 56 were inspected
- 2 Smoke complains from burning brush, 2 inspections completed and permit holders were required to bring in equipment to deal with the smoke issues
- 0 Fireworks permits were issued

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

2022/12/06

3. Smoky Lake Fire Department : 100%**Scott Franchuk:****Achievements:**

- Smoky Lake Fire responded to 2 collisions, 2 fires, 2 medical, 2 fire alarm and 1 carbon monoxide call
- The department hosted 3 practices
- Working with the fire department in ordering supplies and equipment
- The new light bar and emergency lights for rescue 407 was picked up December 2, 2022

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

2022/12/06

4. Vilna Fire Department : 100%**Scott Franchuk:****Achievements:**

- Vilna Fire Department responded to 2 collisions, 4 fires, and 2 medicals
- The department hosted 3 practices
- Working with the fire department on ordering supplies and equipment
- Engine 451 - adjustors gave the approval to work on the truck to determine the amount of damage and estimated costs
- Estimated Cost to repair Engine 451 is around \$8,000.00
- Rescue 429 Emergency lights and radio stopped working, Shop mechanics fund melted wires and mouse droppings in the cab

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

2022/12/06

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

- Waskatenau Fire Department responded to 1 collision
- Working with the fire department on ordering supplies and equipment

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

2022/12/06

6. Training Activity (FIRE) : 100%**Scott Franchuk:****Achievements:**

- Working Minds for 1st Responders - December 7 and 8

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

2022/12/06

Goal

Progress Update

7. Council Member Inquiry (FIRE) : 100%

Scott Franchuk:

Achievements:

- Requested to provide collision analysis at the intersection of Highway 28 and Highway 855 for Alberta Transportation
- Requested to provide RCMP the lack of response to emergency calls with fire department involvement

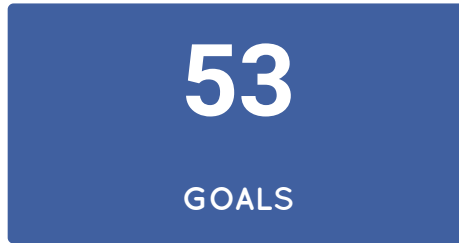
Challenges: *No value*

Next Steps: *No value*

2022/12/06



5.1.f



PUBLIC WORKS SAFETY PLAN

(SAFE) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Disaster Services (Safety Officer) : 100%	Trevor Tychkowsky: Achievements: Sept 13 pumpkin fair disaster planning meeting Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 5% 4.55 / 100%
→ Apply for grants when needed	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/09/15		Behind 50% 50 / 100
→ ASIST Training	Trevor Tychkowsky: Achievements: Nov 24 AEMA online training Dec 6 Alberta Emergency Alert training Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100
→ Attend Disaster summit			Behind 0% 0 / 100

Goal	Progress Update	Tasks	Current Completion
→ Attend yearly AEMA Summit	Trevor Tychkowsky: Achievements: no further action required Challenges: <i>No value</i> Next Steps: <i>No value</i> 2021/05/17		Behind 0% 0 / 100
→ Attend yearly Disaster forum	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Chair Organized regional team (ASIST)	Trevor Tychkowsky: Achievements: Sept 7 regional IMT meeting Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Do yearly training for EOC team	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Hold regular meeting	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Hold regular meeting (Regional Councils)			Behind 0% 0 / 100
→ Hold table top training for EOC team			Behind 0% 0 / 100

Goal	Progress Update	Tasks	Current Completion
<p>↳ Update CEMP manual</p>	<p>Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 0% 0 / 100</p>
<p>Risk Pro (Safety Officer) : 100%</p>	<p>Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 38% 38.18 / 100%</p>
<p>↳ Attend strat plan meetings</p>			<p>Behind 0% 0 / 100</p>
<p>↳ RMA Risk pro meeting and requirements</p>	<p>Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 0% 0 / 100</p>
<p>↳ Service Generators : 1 Service(s) to 12 Service(s)</p>	<p>Trevor Tychkowsky: Achievements: Sept 7 started generators Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind -9% 0 / 12 Service(s)</p>
<p>↳ Jubilee insurance inspections 0 Inspection(s)</p>	<p>Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16</p>		<p>On Track 101% 4 / 0 Inspection(s)</p>

Goal	Progress Update	Tasks	Current Completion
<p>↳ Jubilee insurance investigations 0 Investigation(s)</p>	<p>Trevor Tychkowsky: Achievements: no further action noted</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/16</p>		<p>On Track 100% 0 / 0 Investigation(s)</p>
<p>Public Works (Safety Officer) : 100%</p>	<p>Trevor Tychkowsky: Achievements: Nov 14 dealing with Radios Dec 5 looking into further camera systems for PW shop</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/06</p>		<p>Behind 0% 0 / 100%</p>
<p>↳ Work on security system and gate operation for P.W.</p>	<p>Trevor Tychkowsky: Achievements: Oct 18 worked on codes for back gates plus fuel codes Oct 21 on cameras at shop plus set up hitch locks on trailers</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/11/14</p>		<p>Behind 0% 0 / 100</p>
<p>↳ Work on special projects when required</p>			<p>Behind 0% 0 / 100</p>
<p>Administrative (Safety Officer) : 100%</p>	<p>Trevor Tychkowsky: Achievements: Nov 15 departmental meeting Nov 15 Budget meeting</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/06</p>		<p>Behind 0% 0 / 100%</p>
<p>↳ Receive calls from after hour operator for taxpayers concerns</p>	<p>Trevor Tychkowsky: Achievements: no further action noted</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 5% 5 / 100</p>

Goal	Progress Update	Tasks	Current Completion
→ Cascade reports	<p>Trevor Tychkowsky: Achievements: Oct 4 did update with Luke Oct 13 completed report for council</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/10/13</p>		<p>Behind 0% 0 / 100</p>
→ Hold yearly meeting	<p>Trevor Tychkowsky: Achievements: Apr 29 annual safety day at National hall</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/05/16</p>		<p>Behind 0% 0 / 100</p>
→ Testing of drugs for staff suspected to be under the influence	<p>Trevor Tychkowsky: Achievements: no further action noted</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 0% 0 / 100</p>
→ Safety Committee	<p>Trevor Tychkowsky: Achievements: Aug 18 safety committee Sept 15 safety committee</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 0% 0 / 100</p>
→ Cellular Devices	<p>Trevor Tychkowsky: Achievements: Nov 21 got broken phone fixed</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/06</p>		<p>Behind 0% 0 / 100</p>

Goal	Progress Update	Tasks	Current Completion
→ Manage phone problems	Trevor Tychkowsky: Achievements: Sept 1 worked on phone issues Sept 7&8 worked on phone issues Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Social events	Trevor Tychkowsky: Achievements: working on years of service awards for xmas party Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100
→ Answer e-mails from Call center for after hour complaints 7 Complaint(s) to 0 Complaint(s)	Trevor Tychkowsky: Achievements: received 8 after hrs complaints and sent off to responding departments Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		On Track -14% 8 / 0 Complaint(s)
Council Member Inquiry (Safety Officer) : 100%	Trevor Tychkowsky: Achievements: nothing to report Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/05/16		Behind 0% 0 / 100%
Training (Safety Officer) : 100%	Trevor Tychkowsky: Achievements: Nov 16 first aid class 10 staff Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100%
→ Attend Alberta Safety Conference			Behind 0% 0 / 100

Goal	Progress Update	Tasks	Current Completion
→ Instructor courses	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Complete CPTED	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Complete Orientation	Trevor Tychkowsky: Achievements: Oct 13 completed orientation for office cleaning staff Oct 17 completed orientation for step student Oct 18 completed orientation for PW staff Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/14		Behind 0% 0 / 100
→ Attend Annual H&S safety conference	Trevor Tychkowsky: Achievements: no further action noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Safety Tracking			Behind 0% 0 / 100
→ Attend Safety group NASC	Trevor Tychkowsky: Achievements: Sept 20 attended NASC/SASC meeting virtual Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/10/13		Behind 0% 0 / 100

Goal	Progress Update	Tasks	Current Completion
Safety (Safety Officer) : 100%	Trevor Tychkowsky: Achievements: Oct 24 dealing with insurance for claims Nov 2 meeting with office staff for emergency procedures Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/14		Behind 0% 0 / 100%
→ Annual Safety Audit	Trevor Tychkowsky: Achievements: Dec 7 internal audit to be started Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100
→ Hazard Identification	Trevor Tychkowsky: Achievements: no further issues noted Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/09/16		Behind 0% 0 / 100
→ Assist all other departments	Trevor Tychkowsky: Achievements: Nov 25 completed a repair request from Office Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100
→ Vice president RUSA	Trevor Tychkowsky: Achievements: Nov 23/24 RUSA meeting prep for conference Nov 28-Dec 1 RUSA conference Red Deer Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/06		Behind 0% 0 / 100

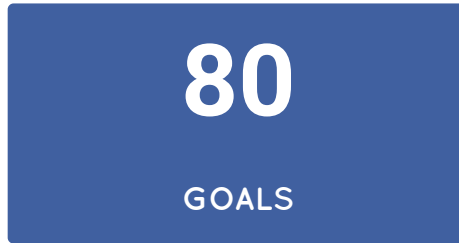
Goal	Progress Update	Tasks	Current Completion
<p>→ informal inspections</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Aug 26 site inspection rr155-160 twp 594 with corrections needed worker was spoken to by supervisor Sept 9 site inspections TWP592 (RR145-150) no issues noted just dicussion noted and spoke with manager on where the units will be stored in the evening. new location was found</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/16</p>		<p>Behind 0% 0 / 100</p>
<p>→ Review safety manual</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 13 worked on policy with Lydia Oct 20 working on policies Oct 24 working on policies</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/11/14</p>		<p>Behind 0% 0 / 100</p>
<p>→ Tool box meetings</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: toolbox meetings completed each Monday morning</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/06/13</p>		<p>Behind 0% 0 / 100</p>

Goal	Progress Update	Tasks	Current Completion
<p>→ Incident investigation from public</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Nov 22 dealing with stolen fuel card from B&E on Oct 14 discussion with UFA Nov 23 dealing with UFA plus meeting with staff recalled all fuel cards Nov 25 took file off to RCMP Nov 25 dealing with fuel cards Nov 28 dealing with fuel cards Dec 5 meeting with Gene on fuel cards discussion moving forward</p> <p>Dec 2 investigated another B&E at PW shop one personal unit broken into reported to RCMP Dec 2 Contacted insurance on fuel card theft</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/06</p>		<p>Behind 0% 0 / 100</p>
<p>→ Incident investigation from staff</p>	<p>Trevor Tychkowsky:</p> <p>Achievements: Oct 17 investigated B&E at shop investigated 1 unit had gas taken and one generator stolen Oct 20 gave serial numbers from stolen generator to RCMP</p> <p>Oct 26 worker pinches finger between metal pin causing laceration resulting in worker going off to hospital</p> <ul style="list-style-type: none"> - this is a procedure that is done to complete this task caution is to be used - the worker did receives stiches resulting in a WCB claim but not a LTC - after further investigation other works stated that is to be completed keeping hands clear when put in pin <p>Challenges:</p> <p>Next Steps: <i>No value</i> 2022/11/14</p>		<p>Behind 0% 0 / 100</p>

Goal	Progress Update	Tasks	Current Completion
→ Fill out WCB reports Risk Management	Trevor Tychkowsky: Achievements: Oct 26 filled out WCB paperwork from incident Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/14		Behind 0% 0 / 100
→ Transport worker to OIS clinic Edmonton			On Track 0% 0 / 100
→ Check over JSA forms from site inspections 0 Inspection(s)	Trevor Tychkowsky: Achievements: Oct 31 reviewed 34 JSA's Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/11/14		On Track 100% 0 / 0 Inspection(s)



5.1.g



JORDAN RUEGG

(P&D) GOVERNANCE

Goal	Progress Update	Tasks	Current Completion
Land Use Planning/Development : 100%	Jordan Ruegg: Achievements: The Planning and Development Department is conducting a comprehensive review of the County's Land Use Bylaw ahead of a Committee of the Whole meeting scheduled for December 16th, 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		45% 45 / 100%

Goal	Progress Update	Tasks	Current Completion
<p>↳ Land Use Bylaw Amendments - Recreational Vehicles</p>	<p>Jordan Ruegg:</p> <p>Achievements: A Committee of the Whole Meeting has been scheduled for December 16, 2022, at 9:30 a.m., where the Planning and Development will bring forward a series of proposed changes to the County's Land Use Bylaw/Municipal Development Plan for discussion and further direction.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> <i>2022/12/05</i></p>	<p>Second Reading of Amendment - Consideration of Amendment Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Public Hearing - Re: Amendment Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be complete by: <i>No value</i></p>	<p style="text-align: center;">5% 5 / 100</p>

Goal	Progress Update	Tasks	Current Completion
Road Closures : 100%	<p>Jordan Ruegg: Achievements: RC File 027</p> <p>The Planning and Development Manager has forwarded a copy of Bylaw 1398–21 and the associated ROW Agreement between Telus and Alberta Transportation to the Alberta Land Titles Office for registration. LTO received the Bylaw on September 29, 2022, and is currently processing it. Once copies of the new titles are received by the County, the Planning and Development Department will continue with the next phase of the proposed boundary adjustment and consolidation.</p> <p>RC File 029</p> <p>Proposed Bylaw 1423–22 was given First Reading on August 25, 2022. Subsequently, a Public Hearing was held at the August 25, 2022, Smoky Lake County Council meeting. There were no representations made neither in favor, nor in opposition, in-person or in writing.</p> <p>The Planning and Development Department has forwarded the Bylaw to Alberta Transportation for signing by the Minister prior to the Bylaw being considered for Second and Third Readings at a future Smoky Lake County Council meeting.</p> <p>The Planning and Development Department continues to process road closure applications as they are requested. Furthermore, a Resolution is proposed to the RMA Conference calling on the RMA to request the Government of Alberta to streamline the road closure process and to implement a digital tracking system to allow municipalities to see the status of road closure files that have been submitted to Alberta Transportation for approval.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>45% 45 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
Planning and Development Manager Work Plan : 100%		Enforcement Actions Month <input type="checkbox"/> to be comple te by: Dece mber Heritage Resources Month <input type="checkbox"/> to be comple te by: Dece mber Field Work/Research Month <input type="checkbox"/> to be comple te by: Dece mber	100% 100 / 100%
→ Subdivision Application referrals from Subdivision Authority (Municipal Planning Services) 0 Application(s)	Jordan Ruegg: Achievements: The Planning and Development Department is working with the County's Subdivision Authority, Municipal Planning Services (2009) Ltd. on a total of 21 subdivision files. Two subdivision files have been completed during this reporting period. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		101% 21 / 0 Application(s)
→ Safety Codes Permits : 100%	Jordan Ruegg: Achievements: Changes to the Safety Codes Fee Schedule have been executed and incorporated into the Joint Quality Management Plan. Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/12/05		50% 50 / 100%

(P&D) ECONOMIC DEVELOPMENT

Goal	Progress Update	Tasks	Current Completion
Industrial Park : 100%	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department continues to work with the Regional Economic Development Officer to look for opportunities to attract industrial and commercial development.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>10%</p> <p>10 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region : 100%	<p>Jordan Ruegg: Achievements: The Planning and Development Department is conducting a comprehensive review of the County's Land Use Bylaw ahead of a Committee of the Whole meeting scheduled for December 16th, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>	<p>Second Reading of Amendment - Consideration of Amendment Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Public Hearing - Re: Amendment Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Committee of the Whole - Initial Policy Discussion Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Committee of the Whole - Review of Initial Policy Discussion Month <input type="checkbox"/> to be comple te by: <i>No value</i></p> <p>Land Use Bylaw Amendments - Recreational Vehicles Month <input type="checkbox"/> to be comple te by: <i>No value</i></p>	<p style="text-align: center;">45% 45 / 100%</p>

Goal	Progress Update	Tasks	Current Completion
Warspite Ironhorse Trail RV Park part of the 2018-2020 Strategic Priorities : 100%	Jordan Ruegg: Achievements: No action was taken during this reporting period. Challenges: <i>No value</i> Next Steps: <i>No value</i> <i>2022/12/05</i>		15% 15 / 100%
Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities : 100%			100% 100 / 100%

COUNCIL MOTIONS 2022

Goal	Progress Update	Tasks	Current Completion
Bylaw No. 1407-22: Designation for Hamlin Road Ranch as a Municipal Historic Resource			100% 100 / 100
McDougall Gravesite (VICTORI 8) and Victoria Park Cemetery (VICTORI 10).			100% 100 / 100
Trails Strategy- Public Participation Plan			100% 100 / 100
Phase II – Lake and Hamlet Signage Project			100% 100 / 100
2021/22 Alberta Community Partnership (ACP) Intermunicipal Collaboration Component, Conditional Grant Agreement for Regional Engineering Development Standards Project			100% 100 / 100
Bylaw No. 1415-22: To Amend the Land Use Bylaw & to Amend the Municipal Development Plan			100% 100 / 100
Request for Proposal (RFP No. CHRS-2022): Bid Recommendation			100% 100 / 100
Regional Engineering Development Standards – Request for Proposal			100% 100 / 100
Subdivision of South Part of River Lot 10 (RL-10, VIC SETTLEMENT).			100% 100 / 100
Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource			100% 100 / 100
Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20			100% 100 / 100
Colette and Jim Packard			100% 100 / 100
John Mainwaring			100% 100 / 100
Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20			100% 100 / 100
Regional Engineering and Development Standards – Addendum and Update			100% 100 / 100
Regional Engineering and Development Standards			100% 100 / 100
White Earth Creek – Inquiry for Funding Availability and Corrective Action			100% 100 / 100
North Saskatchewan Heritage River Initiative: Approved Nomination			100% 100 / 100

Goal	Progress Update	Tasks	Current Completion
North Saskatchewan Heritage River Initiative: Approved Nomination			100% 100 / 100
Rural Municipalities of Alberta (RMA) Fall 2022 Resolutions - Lost Road Closure Files			100% 100 / 100
Rural Municipalities of Alberta (RMA) Fall 2022 Resolutions - Wetland Replacement Program (WRP)			100% 100 / 100
Rural Municipalities of Alberta (RMA) Fall 2022 Resolutions - Completion of Alberta's Remaining Land-use Framework Regional Plans			100% 100 / 100
Rural Municipalities of Alberta (RMA) Fall 2022 Sponsored Resolutions			100% 100 / 100
Rural Municipalities of Alberta (RMA) Fall 2022 Sponsored Resolutions			100% 100 / 100
Contract Award for Regional Engineering Design Standards (REDS) RFP No. REDS-2022			100% 100 / 100
Proposed Changes to Safety Code Act Inspections and Fees			100% 100 / 100
Trail Strategy – “What We’re Hearing” Report			100% 100 / 100
Bylaw No. 1419-22: LUB Amendment to Rezone lands from: AG District, HG District, & A1 to P District & C2 District			100% 100 / 100
Bylaw No. 1420-22: to Repeal Bylaw No. 1407-22: Designating the Hamlin Road Ranch (SW-17-58-13-W4M) as a Municipal Historic Resource			100% 100 / 100
Alberta Heritage Preservation Partnership Program (HPP): Heritage Research Grant - North Saskatchewan R22F-13			100% 100 / 100
North Saskatchewan River Historic Research			100% 100 / 100
Bylaw No. 1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54			100% 100 / 100
Bylaw No. 1423-22: Road Closure of Undeveloped Road Government Allowance; East side of River Lot 10 (Victoria Settlement)			100% 100 / 100
Bylaw No. 1398-21: Cancellation of “FIRST AVE” and “MAIN ST” in Hamlet of Edward			100% 100 / 100
Electric Vehicle (EV) Charging Station Lease Agreement with Métis Crossing			100% 100 / 100
The United Church of Canada Transfer of Land and McDougall Gravesite			100% 100 / 100

Goal	Progress Update	Tasks	Current Completion
Mons Lake Green Space Concerns			100% 100 / 100
Bylaw No. 1424-22: Proposed Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP)			100% 100 / 100
Alberta Environment & Parks Memorandum of Understanding (MOU) for Heritage River			100% 100 / 100
Landowners: Andy and Wende Phillips – Haul Route Concerns			100% 100 / 100
Proposed Changes to Safety Codes Agency Contract Fee Schedule	<p>Jordan Ruegg:</p> <p>Achievements: Changes to the Safety Codes Fee Schedule have been executed and incorporated into the Joint Quality Management Plan.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		100% 100 / 100
Bylaw No. 1424-22: Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP)			100% 100 / 100
Bylaw No. 1419-22: LUB Amendment to Rezone from AG, HG, and A1 to P District			100% 100 / 100
World Town Planning Day Event			100% 100 / 100
Joint Use Planning Agreements (JUPAs).	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department has been in contact with both Aspen View and Lakeland Catholic School Divisions to obtain background information on any existing agreements, rental/fee sheets, etc. that they have that might inform the JUPA process. The Planning and Development Department has also been reviewing background information prepared by Parkland Community Planning Services on how to create a JUPA, as well as some sample templates. The Planning and Development Department will be meeting with both School Divisions early in the New Year to continue progressing on the creation of the JUPAs.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		35% 35 / 100

Goal	Progress Update	Tasks	Current Completion
Alberta Community Partnership (ACP) Grant Application: Regional Environmental & Agricultural Sensitivity Study	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is working to prepare the ACP Grant application for the project titled: "Regional Environmental and Agricultural Sensitivity Study" under the Intermunicipal Collaboration stream, with Smoky Lake County serving as the Managing Partner, prior to the December 16, 2022 submission deadline.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>35%</p> <p>35 / 100</p>
Alberta Community Partnership (ACP) Grant Application: Regional Indigenous Framework	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department will provide assistance for the ACP Grant Application for the project titled: "Regional Indigenous Framework" under the Intermunicipal Collaboration stream, with the Village of Vilna acting as the Managing Partner, prior to the December 16, 2022 submission deadline.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>35%</p> <p>35 / 100</p>
Alberta Community Partnership (ACP) Grant Application: Regional Trails & Connectivity Study	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department will provide assistance for the ACP Grant Application for the project titled: "Regional trails and Connectivity Study" under the Intermunicipal Collaboration stream, with the Village of Waskatenau acting as the Managing Partner, prior to the December 16, 2022 submission deadline.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>35%</p> <p>35 / 100</p>

Goal	Progress Update	Tasks	Current Completion
Trail Strategy – Further Engagement: Neighboring Municipalities & Province of Alberta	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is working with the administration for the Village of Waskatenau on an ACP Grant Application for a project titled "Regional Trails and Connectivity Study" under the "Intermunicipal Collaboration" (IC) Component Grant for the total project cost in the amount of \$200,000.00, with the Village as the Managing Partner.</p> <p>The Planning and Development Department is also conducting a jurisdictional scan of how other municipalities approach their trail networks to better understand how Smoky Lake County can develop an effective trail strategy.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>70%</p> <p>70 / 100</p>
Trail Strategy – Next Step, Round Two Public Participation Engagement	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is working with the administration for the Village of Waskatenau on an ACP Grant Application for a project titled "Regional Trails and Connectivity Study" under the "Intermunicipal Collaboration" (IC) Component Grant for the total project cost in the amount of \$200,000.00, with the Village as the Managing Partner.</p> <p>The Planning and Development Department is also conducting a jurisdictional scan of how other municipalities approach their trail networks to better understand how Smoky Lake County can develop an effective trail strategy.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>70%</p> <p>70 / 100</p>

Goal	Progress Update	Tasks	Current Completion
Waskatenau Creek Conservation Lands (+/- 44 acres, Pt. of SE-4-59-19-W4)	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is working with the administration of the Village of Waskatenau to develop the Waskatenau Creek and Regional Trails Connectivity Strategy via an ACP Grant Application, for which, the Village of Waskatenau will serve as the Managing Partner.</p> <p>The Planning and Development Department will update Council when a decision has been made on the ACP Grant Application.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>70%</p> <p>70 / 100</p>
Recreational Lease Disposition to Tourism & Commercial Recreational Lease: Bellis Beach	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department applied for a 60-year lease for REC Lease 711 (Bellis Beach). The Planning and Development Department will brief Council on the status of REC Lease 711 once a response has been received from Alberta Environment and Protected Areas.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>75%</p> <p>75 / 100</p>
Recreational Lease Disposition to Tourism & Commercial Recreational Lease: Bonnie Lake	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department applied for a 60-year lease for REC Lease 1843 (Bonnie Lake). The Planning and Development Department will brief Council on the status of REC Lease 1843 once a response has been received from Alberta Environment and Protected Areas.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>70%</p> <p>70 / 100</p>

Goal	Progress Update	Tasks	Current Completion
<p>Bylaw No. 1421-22: Waskatenau Intermunicipal Water & Wastewater Servicing Agreement</p>	<p>Jordan Ruegg:</p> <p>Achievements: Administration is currently in discussions with the Village of Waskatenau regarding an Intermunicipal Servicing Agreement which is required pursuant to the MGA for the Village to provide services within the County as is contemplated in the Intermunicipal Development Plan between the Village and the County. The proposed Intermunicipal Servicing Agreement and associated Bylaw will be brought to Council for consideration at the next County Council meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>75%</p> <p>75 / 100</p>

COUNCIL MOTIONS 2021

Goal	Progress Update	Tasks	Current Completion
Land Use Bylaw No. 1272-14 Amendment – Small Livestock in Urban Areas	<p>Jordan Ruegg: Achievements: The Planning and Development Department is conducting a comprehensive review of the County's Land Use Bylaw ahead of a Committee of the Whole meeting scheduled for December 16th, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		15% 15 / 100
Road Closure - Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4	<p>Jordan Ruegg: Achievements: The Planning and Development Department is working with the surveyor and the landowners to prepare the necessary documents to effect the road closure and will bring forward a road closure bylaw for Council's consideration at a future County Council meeting. Prior to the Bylaw being considered, the Planning and Development Department will obtain consent from the adjacent landowner as a subdivision of these lands is also being proposed following the closure of the road plans.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		30% 30 / 100
Land Use Bylaw 1272-14 Amendment to create a Recreation District	<p>Jordan Ruegg: Achievements: The Planning and Development Department is conducting a comprehensive review of the County's Land Use Bylaw ahead of a Committee of the Whole meeting scheduled for December 16th, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		10% 10 / 100

Goal	Progress Update	Tasks	Current Completion
Department License of Occupation (DLO) Renewal – DLO 170189 (NE-20-61-17-W4M).	<p>Jordan Ruegg: Achievements: An application for a renewal of Disposition DLO 170189 for the Hanmore Lake Boat Launch was submitted to Alberta Environment and Parks for approval on January 19, 2022. The Planning and Development Department will provide an update to Council once a response on the renewal application has been received from Alberta Environment and Parks.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>70% 70 / 100</p>
Lake & Hamlet Subdivision Signage Project			<p>100% 100 / 100</p>
Closure of Road Plan 10 C.L. & Road Plan 3098HW, located within NE-19-57-13-W4M			<p>100% 100 / 100</p>
Lake Trails Strategy			<p>100% 100 / 100</p>
Trails Strategy & Lake Accretion Update			<p>100% 100 / 100</p>
Alberta Wetlands Replacement Program			<p>100% 100 / 100</p>
Lake Subdivision Signage Project			<p>100% 100 / 100</p>
Recreational Lease Disposition Renewal – REC Lease 170005 (NW-24-60-17-W4M)	<p>Jordan Ruegg: Achievements: The renewal for REC Lease 170005 was submitted to Alberta Environment and Parks for approval on July 14, 2022. Once a decision on the application has been made by AEP, the Planning and Development Department will provide an update to Council.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>90% 90 / 100</p>
Recreational Lease Disposition Renewal – REC Lease 170007 (NE-34-61-17-W4M)			<p>85% 85 / 100</p>

Goal	Progress Update	Tasks	Current Completion
What We Heard Report: Hamlet Chickens, Dark Skies Designation, and RVs at Lake Lots	<p>Jordan Ruegg:</p> <p>Achievements: A Committee of the Whole Meeting has been scheduled for December 16, 2022, at 9:30 a.m., where the Planning and Development will bring forward a series of proposed changes to the County's Land Use Bylaw/Municipal Development Plan for discussion and further direction.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>30%</p> <p>30 / 100</p>
Bylaw No. 1402-21: Road Closure – Cancellation of all that portion of “AVENUE” lying South of Lot A, and North of Lot B, Plan 8420551 located within the Hamlet of Warspite	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager sent Bylaw No. 1402-21, along with the required documentation, to the Minister of Transportation for signature and approval, on January 12, 2022. Provided that the Minister signs and approves of said Bylaw, the Planning and Development Manager will bring said Bylaw to Council for Second and Third Readings as soon as the Bylaw has been returned to Smoky Lake County.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>55%</p> <p>55 / 100</p>
Application to Vary the 300M Setback - former Waskatenau Nuisance Ground	<p>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Department is working with the prospective purchasers of the former Waskatenau Nuisance Ground to finalize a transfer of the lands. The prospective purchaser has submitted concept plans to the County for review of their proposed development while discussions have taken place regarding connection to municipal servicing and access. Administration is currently in discussions with the Village of Waskatenau regarding an Intermunicipal Servicing Agreement which is required pursuant to the MGA for the Village to provide services within the County as is contemplated in the Intermunicipal Development Plan between the Village and the County. Said Agreement and the associated Bylaw will be brought to a future County Council meeting for adoption.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		<p>55%</p> <p>55 / 100</p>

(P&D) MANAGER'S PLAN

Goal	Progress Update	Tasks	Current Completion
(P&D) Training Event Form 2022			80% 80 / 100



5.1.i

ENVIRONMENT & PARKS PLAN

(E&P) COMMUNITY SERVICES

Goal	Progress Update	Current Completi...
Parks and Recreation Work Plan : 100%	Dave Franchuk: Achievements: <i>No value</i> Challenges: <i>No value</i> Next Steps: <i>No value</i> 2022/03/10	93% 93 / 100% 6% behind

(E&P) INFRASTRUCTURE

Goal	Progress Update	Current Completi...
Administrative Activity (E&P) : 100%	<p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 3 to December 5, 2022.</p> <p>Oct 3 Managers Meeting.</p> <p>Oct 11 Managers Meeting/Environment and Parks Utility Meeting.</p> <p>Oct 12 Joint Health and Safety Meeting/Meet at Vilna with AEP.</p> <p>Oct 13 Social Committie Meeting.</p> <p>Oct 17 Managers meeting/Budget Meeting/Riverland Recreation Trail Meeting.</p> <p>Oct 18 Departmental Meeting.</p> <p>Oct 24 Managers Meeting/Social Committee Meeting.</p> <p>Nov 2 Office Staff Meeting.</p> <p>Nov 7 Managers Meeting/Riverland Recreation Trail Meeting.</p> <p>Nov 14 Managers Meeting.</p> <p>Nov 15 Departmental Meeting/Budget Meeting.</p> <p>Nov 17 Evergreen Meeting.</p> <p>Nov 21 Managers Meeting.</p> <p>Nov 23 Social Committe Meeting.</p> <p>Nov 28 Managers Meeting.</p> <p>Dec 2 Alberta Care Regional Joint Meeting (Leduc).</p> <p>Dec 5 Managers Meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>	97% 97 / 100% 2% behind
Council Member Inquiry : 100%	<p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 3 to December 5, 2022 No Council Inquires during this reporting period.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>	95% 95 / 100% 4% behind
Parks and Recreation : 100%	<p>Dave Franchuk:</p>	95%

Achievements: Achievements:**Achievements:**

Reporting Period from October 3 to December 5, 2022.

- Oct 3 Pump sewage out of outhouses/haul bleachers back to Rodeo grounds.
- Oct 4 Finish pumping sewage out of outhouses/cleaning old wood pile.
- Oct 5 Cleaning old wood pile.
- Oct 6 Repair trail signs and clear trees off trail.
- Oct 7 Pull out swim platforms at Hanmore, Bonnie Lake, and Mons Lake.
- Oct 11 Removing docks from Mons Lake, Bonnie Lake, Paradise Cove, and Hanmore Lake.
- Oct 12 Rototill sand at playgrounds and tend to garbages.
- Oct 13 Rototill sand at playgrounds and take branches to the dump.
- Oct 14 Cleaning boiler room and install office whiteboard.
- Oct 17 Tend to garbages at day use sites and hamlets.
- Oct 18 Tend to garbages at Hamlets and resorts.
- Oct 19 Trail maintenance and repair gates.
- Oct 20 Wash Parks equipment and clean cold storage shop out.
- Oct 21 Continue to clean out cold storage shop.
- Oct 24 Finish cleaning cold storage shop and clean toilets at day use areas.
- Oct 25 Change outside lights out in front of office, tidy up old shop.
- Oct 26 Clean and tidy covered trailers.
- Oct 27 Clean up fallen trees on trail.
- Oct 28 Tidy up and maintenance on skid steer.
- Oct 31 Salt walkways and repair flag cable at Bellis.
- Nov 1 Snow removal at main office/ Lock open trail gates and trail inspection.
- Nov 2 Snow removal and ice walking surfaces.
- Nov 3 Repair washout on trail.
- Nov 7 Clean up debri at Shemlock Lake day use area, repair picnic table and clean toilet.
- Nov 8 Complete putting up signs and fence barriers at Brodic Lake.
- Nov 10 Lower flags throughout County flags
- Nov 14 Raise flages throughout County.
- Nov 15 Snow removal with skid steer.

- Nov 16 First Aid Course (Derek).
- Nov 17 Pick up some picnic tables that require repair.
- Nov 18 Tend to garbage bins at day use areas, playgrounds and trail.
- Nov 21 Organizing and repairing Christmas lights.
- Nov 22 Putting up Christmas lights at office and install adress signs.
- Nov 23 Installing Adress signs and tend to garbage cans within the Hamlets.
- Nov 24 Repairing and organizing Christmas lights for Hamlets.
- Nov 25 Putting up Christmas Lights within the Hamlets.
- Nov 28 Snow removal with skid steer at varios sites.
- Nov 29 Snow removal at office and tend to fallen trees on the trail.
- Dec 1 Office snow removal and sanding icy walkways.
- Dec 5 Checking for fallen trees and removal due to the high winds.

Challenges: *No value*

Next Steps: *No value*

2022/12/05

Goal	Progress Update	Current Completi...
Regional Water : 100%	<p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 3 to December 5, 2022.</p> <p>Oct 3 Flow meter replacement at Whitefish Lake reservoir.</p> <p>Oct 5 Pump out CAV vaults along trail.</p> <p>Oct 6 CAV checks.</p> <p>Oct 11 Calculate regional usage for finance.</p> <p>Oct 13 Turn water off at all sites for upstram regional repairs.</p> <p>Oct 14 Move chlorine pails to Whitefish Lake and minor repairs on chlorine line.</p> <p>Oct 18 Line locate and inspection on Range Road 130.</p> <p>Oct 20 Line inspection anf hydo vac on Range Road 130.</p> <p>Oct 21 Assist with Hydro Vac and alow acces into transfer station for mud.</p> <p>Oct 24 Tend to first calls and line/ bridge work inspection on RRI30.</p> <p>Oct 25 Tend to first calls.</p> <p>Nov 2 Calculate monthly regional water usage for billing.</p> <p>Nov 3 Troubleshoot furnace at Smoky Lake station and order parts, run teporary electric heater.</p> <p>Nov 7 Set up electric heater at Bellis and order parts for furnace.</p> <p>Nov 10 Clean and repair clorine pumps at Whitefish Lake.</p> <p>Nov 14 Clean floors and tidy up at the Whitefish Lake reservoir.</p> <p>Nov 23 CAV vault checks.</p> <p>Nov 24 Replace fan moter at Bellis Station.</p> <p>Nov 25 RR 130 final bridge inspection and tend to forst Calls.</p> <p>Nov 28 Assist Nova with repairs to PRV and piping repairs.</p> <p>Dec 2 Repairs on Furnace at the Smoky Lake booster station site.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>	<p>97%</p> <p>97 / 100%</p> <p>2% behind</p>

Goal	Progress Update	Current Completi...
<p>Training activity : 100%</p>	<p>Dave Franchuk: Achievements: Reporting period from October 3 to December 5, 2022.</p> <p>Nov 16 First Aid (Derek).</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>	<p>93% 93 / 100% 6% behind</p>

Goal	Progress Update	Current Completi...
Waste Management : 100%	<p>Dave Franchuk:</p> <p>Achievements: period from October 3 to December 5, 2022</p> <p>Oct 3 Build cages provided by electronics program.</p> <p>Oct 4 Build cages provided by electronics program.</p> <p>Oct 5 Removal of forbidden waste at 855 bin site.</p> <p>Oct 6 Push up pit and tend to oil and paint clean up.</p> <p>Oct 7 Complete all freon removal and have refrigerators pushed to metal piles.</p> <p>Oct 11 Cleanup oil recycling areas.</p> <p>Oct 12 Cleanup oil recycling areas.</p> <p>Oct 13 Push up burn pits.</p> <p>Oct 14 Push up burn pits.</p> <p>Oct 17 Tidy up electronic sites.</p> <p>Oct 18 Tidy up electronic sites and Tire sites.</p> <p>Oct 24 Remove unwanted items at the Spedden bin site.</p> <p>Nov 1 Pick up truck load of garbage bags south of Spedden.</p> <p>Nov 2 Snow removal and sand walking areas.</p> <p>Nov 7 Clean up at bin sites throughout County.</p> <p>Nov 8 Clean up at bin sites throughout County.</p> <p>Nov 14 Cut tree and repair fence at the Bellis transfer station.</p> <p>Nov 15 Clean up oil containment areas and Take it or leave it shacks.</p> <p>Nov 16 Snow removal and sanding at Bin sites.</p> <p>Nov 18 Snow removal and sanding at the bin sites.</p> <p>Nov 21 Work on Holiday Dump schedule.</p> <p>Nov 23 Pick up garbage/construction debris on RR 172A.</p> <p>Nov 29 Skid steer removing snow at the Spedden and Vilna sites.</p> <p>Nov 30 Skid steer removing snow at Bellis and Smoky Lake sites.</p> <p>Dec 5 Clean up and check on all bin sites.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>	<p>94%</p> <p>94 / 100%</p> <p>5% behind</p>

Goal	Progress Update	Current Completi...
<p>Waste Water : 100%</p>	<p>Dave Franchuk: Achievements: Reporting period from October 3 to December 5.</p> <p>Oct 3 Have sewage well cleaned out before Warspite lift station.</p> <p>Oct 11 lift pumps at Warspite sewage lift station and remove debris, inspect and run alarm sequence.</p> <p>Oct 17 Service lift station furnace and replace light bulbs</p> <p>Nov 14 Lift pumps at Warspite sewage lift station and remove debris, inspect and run alarm sequence.</p> <p>Nov 21 Snow removal at Bellis and Warspite lagoon sites.</p> <p>Nov 29 Lift pumps at Warspite sewage lift station and remove debris, inspect and run alarm sequence.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>	<p>96%</p> <p>96 / 100%</p> <p>3% behind</p>

Goal	Progress Update	Current Completi...
Water Activity : 100%	<p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 3 to December 5, 2022</p> <p>Oct 4 Repairs to Warspite distribution pipe inside building, bypass underground leak.</p> <p>Oct 6 Landscaping and spreading gravel at the Spedden water facility.</p> <p>Oct 11 Clean solinoid valve at the Warspite water facility for fire pump.</p> <p>Oct 12 Clorination breakpoint procedure at the Vilna water reservoir.</p> <p>Oct 14 Meet with Apex and complete line locates at Bellis.</p> <p>Oct 17 Repair evestroughs and downspouts at Warspite water facility.</p> <p>Oct 19 Meet with Apex and verify line locates at Bellis.</p> <p>Oct 24 Warspite water site inspection.</p> <p>Oct 25 Warspite water meter reads and enter pre paid accounts.</p> <p>Oct 27 Bellis water site inspection.</p> <p>Oct 28 Truckfill checks.</p> <p>Oct 31 Spedden water facility safety inspection.</p> <p>Nov 2 Snow removal and salting walkways at water facilities.</p> <p>Nov 4 Readjust truckfill communication antena at the Spedden truckfill.</p> <p>Nov 9 Change floresent light bulbs at the Spedden water facility.</p> <p>Nov 14 Disassemble, clean and reassemble solinoid valve at the Spedden water facility.</p> <p>Nov 15 Replace door sweeps, wash walls and tidy up Warspite water facility.</p> <p>Nov 17 Wash walls and clean up Bellis potable water station.</p> <p>Nov 25 Wash walls and clean up Sp[edden water facility.</p> <p>Nov 29 Read Warspite water meters.</p> <p>Dec 5 Remove frozen pipe at the Bellis truck fill and replace.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>	<p>97%</p> <p>97 / 100%</p> <p>2% behind</p>

(E&P) BUSINESS AS USUAL

Goal	Progress Update	Current Completi...
BAU Environment Actions		0% 0 / 100



AGRICULTURAL SERVICE BOARD (ASB) ACTION LIST

2022/11/30

5.1.j

5
GOALS

100%
GOAL COMPLETION

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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
		2022 10 11 Agricultural Service Board				Comple 100 / 100
2022/10/11	1097-22	→ Sale of Capital Equipment - Unit 454, Year-2012, 24', Enclosed Interstate Trailer	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.	Agricultural Fieldman	<p>Amanda Kihn: Achievements: Enclosed trailer was payed for and picked up on November 17, 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i></p> <p>Patti Priest: Achievements: November 15, 2022, Council Motion # 119-22: That Smoky Lake County Council accept the offer in the amount of \$9,000.00 plus GST for a total in the amount of \$9,450.00 payable to Smoky Lake County from Matt Woynarowich, to purchase the County's Agricultural Service Board Department's surplus capital equipment described as Unit 454, an enclosed Interstate trailer. Challenges: <i>No value</i> Next Steps: <i>No value</i></p>	Comple 100 / 100

Amanda Kihn:**Achievements:**

- Enclosed trailer was viewed by prospective buyers on October 26 and November 8, 2022.
- An offer for \$9,000+GST was received and will be brought forward to the Departmental Meeting on November 15th.

Challenges: *No value*

Next Steps: *No value*

Evonne Zukiwski:

Achievements: Trailer for Sale ad has been updated to reflect the new asking price and advertised in the following places:

- November edition of the Smoky Lake County Grapevine (published the week of November 9, 2022)
- Posted to the Smoky Lake County website on October 18, 2022
- Scheduled to appear on Smoky Lake County social media channels on October 20 and November 3 (scheduled October 20, 2022)

Challenges: *No value*

Next Steps: *No value*

Amanda Kihn:

Achievements: Unit 454 Enclosed Interstate Trailer was re-posted on Kijiji with the updated price of \$10,000 OBO +GST on October 19, 2022.

Challenges: *No value*

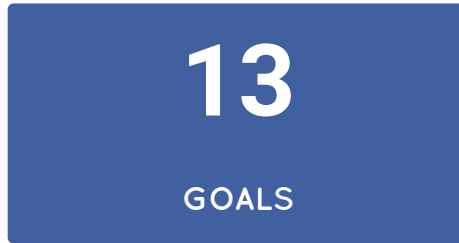
Next Steps: *No value*

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/11	1102-22	→ Animal Control Technician Position	That Smoky Lake County Council approve to make the temporary fulltime salaried Animal Control Technician position, permanent, further to the August 24, 2021, Regular Council Meeting, Motion #1073-21, which approved the temporary position for the term of November 1, 2021 to October 31, 2022.	Agricultural Fieldman	<p>Patti Priest:</p> <p>Achievements: A copy of motion 1102-22 was provided to Payroll by email on October 11, 2022. A Management policy with the job description will be created accordingly.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/11	1110-22	→ Grow What We Eat, Eat What We Grow Workshop at Gathering Plan Co-op..	That Smoky Lake County Agricultural Service Board who can attend – attend the “Grow What We Eat, Eat What We Grow” Workshop scheduled for October 19, 2022 from 10:00 a.m. to 3:00 p.m. at the Gathering Plan Co-op., as presented by Community Futures in partnership with NE AB Food Marketers Association; and promote the event on County social media.	Agricultural Fieldman	<p>Amanda Kihn:</p> <p>Achievements: Tori & Amanda attended the Connect for Food 'Grow what we eat, eat what we grow' Workshop on November 19th at the Gathering Place Co-op.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Grow What We Eat, Eat What We Grow Workshop promoted on Smoky Lake County social media channels on October 14, 2022 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/11	1111-22	↳ Policy Statement No. 62-28-05: Mowing Program	That Smoky Lake County Agricultural Service Board amend the Smoky Lake County Policy Statement No. 62-28-05: Mowing Program: (also add Victoria trail)	Agricultural Fieldman	<p>Amanda Kihn:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Policy changes were made to update program changes and include Victoria Trail and policy was forwarded to Municipal Clerk for formatting and distribution On October 13th, 2022. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Jenna Preston:</p> <p>Achievements: Policy Statement No. 62-28-06: Mowing Program, was sent to Communications on October 13, 2022. A policy memo was released to staff on October 14, 2022 when it was posted to the website. The policy was recorded for monitoring and Tracking purposes.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Complet 100 / 100



5.1.k



CAROLE DOWHANIUK

BEHIND

Goal	Progress Update	Tasks	Current Completion
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GIS Tasks : 100%

Behind
84%
84 / 100%

ON TRACK

Goal	Progress Update	Tasks	Current Completion
(GIS) Training Event Form 2022			On Track 33% 33 / 100
GIS Data Input	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> no action was taken during this reporting period <p>Challenges: <i>No value</i></p> <p>Next Steps: 2022/10/11</p>		On Track 0% 0 / 100
County Website Tool – MuniSight- GIS Site Validation	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> Smoky Lake County online public connection with MuniSight has had 289,335 visits from May 31, 2018 – December 5, 2022. <ul style="list-style-type: none"> from November 7, 2022 to December 5, 2022 (29 days) total visits were 5,020. Regional online public connection with MuniSight has had 110,862 visits from May 31, 2018 – December 5, 2022. <ul style="list-style-type: none"> from November 7, 2022 to December 5, 2022 (29 days) total visits were 254. Verify quality assurance on Public Site. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/12/05</p>		On Track 97% 97 / 100
GIS Data Analysis	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> No action was taken during this reporting period. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i> 2022/09/19</p>		On Track 97% 97 / 100

Goal	Progress Update	Tasks	Current Completion
GIS – Data collection MuniSight/Mobile App	<p>Carole Dowhaniuk: Achievements: <i>No value</i></p> <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • continue working with staff on updating missing Address Signs in our GIS • continue working with departments with updates. • update pictures of sign changes • add new sign installs <p><i>2022/11/07</i></p>		<p>On Track 91% 91 / 100</p>
Map Sales 2022 : 36 Map(s)	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> • 8 maps sold during reporting period <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p><i>2022/12/06</i></p>		<p>On Track 122% 44 / 36 Map(s)</p>

Goal	Progress Update	Tasks	Current Completion
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Smoky Lake Region (GIS) : 100%

Carole Dowhaniuk:

Achievements:

- Review Novembers General Service Hour Report and distribute report.
- Provide user statistics to the region
- Half way completion of the implementation of The Regional Stormwater Management Plan to the Regional GIS
- Provide Assistance to the Region for using General Service Hours
 - Assist the Town with new features(layers) and compile list of attributes.
- Provide user credentials to 2 new employees at the Town.

Challenges: *No value*

Next Steps:

- Complete The Regional Stormwater Management Plan to Regional GIS mid to end of December
 - Finish adding Culvert Data and pics for the Village of Waskatenau and Village of Vilna from the Region Stormwater Management plan. January 2023
- Continue Assistance to the Region for using General Service Hours

2022/12/05

On Track
93%
93 / 100%

Training (GIS) : 100%

Carole Dowhaniuk:

Achievements:

- Provide training session for new emergency services employee and refresher for Department in munisight.

Challenges: *No value*

Next Steps:

- Provide Training in MuniSight Mobile App-
- Assist with training for AMP V2

2022/12/05

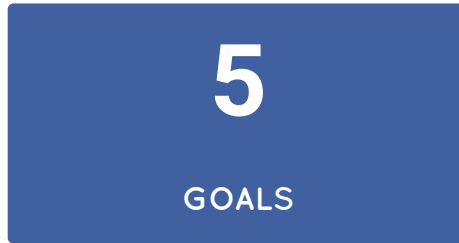
On Track
90%
90 / 100%

Goal	Progress Update	Tasks	Current Completion
Council Member Inquiry (GIS) : 100%	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> No requests or inquiries we received during this reporting period. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2022/12/05</p>		<p>On Track 93% 93 / 100%</p>
Input Spatial Data	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> Capture new sign installations into our webmap Update Sign changes in webmap <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> Continue Capturing new sign installations into our webmap Continue updating Sign changes in webmap Digitize Gas Taps prior to Annual Gas Dept GIS Review <p>2022/12/05</p>		<p>On Track 91% 91 / 100</p>
GIS Work Schedule	<p>Carole Dowhaniuk: Achievements:</p> <ul style="list-style-type: none"> New Layer update – Heritage District overlay add 2023 Dust control, 2023 Brushing/Axing, add 2023 Flooding. Review, update website and print Fall Land ownership maps <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> Schedule Gas Review - March/April- move to May/June Riparian data from the Watershed Alliance (Riparian Prioritization, Riparian Catchment Pressure, and Riparian Intactness)delayed(project not started yet) Bylaw 1419-22 rezone 70 parcels <p>2022/12/05</p>		<p>On Track 93% 93 / 100</p>

Goal	Progress Update	Tasks	Current Completion
ALL-NET Service Tracker – Pilot Project	<p>Carole Dowhaniuk:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Continue working with the Management team and Council <ul style="list-style-type: none"> ◦ review and update Service Types and categories. ◦ follow up and provide any assistance with the software <p>Challenges: <i>No value</i></p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Continue working with the Management team and Council <ul style="list-style-type: none"> ◦ Provide Reports to council from trial period ◦ January 2023 review the project and re-evaluate the process upon completion; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information and propose the expansion of this project to Public Submissions and Website Integration. <p><i>2022/12/05</i></p>		<p style="text-align: right;">On Track 25% 25 / 100</p>



5.1.I



EVONNE ZUKIWSKI

Goal	Progress Update	Current Compl...
Administrative Activity (COM) : 100%		100% 100 / 100%
↳ Meetings Attended 0 Meeting(s)	NEW Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> • Virtually attended County Departmental Operations meeting- November 15, 2022 	101% 39 / 0 Meeting(s)
Communication Activity (COM) : 100%		0% 0 / 100%

→ Website Updates 0 Update(s)

NEW Evonne Zukiwski:**Achievements:**

- Posted development permit notice as main page notice- November 14, 2022
- Updated Equipment for Sale webpage- removed trailer for sale ad- November 15, 2022
- Added notice of MPC decision to development permit notice- November 15, 2022
- Added more Ag Resource links to ASB webpage- November 15, 2022
- Updated website Budget Open House advertising to reflect date change- November 15, 2022
- Created a new Natural Gas department page- November 15, 2022
- Posted bylaws 1419-22 & 1424-22 - November 21, 2022
- Added 'Conversation with the Cops' event to web calendar- November 22, 2022
- Posted policy 10-03- November 29, 2022
- Updated fall 2022 land ownership map- November 29, 2022
- Added RCDC meeting to website calendar- November 29, 2022
- Removed Bylaw 1135-06 and added Bylaw 1405-21- November 29, 2022
- Posted SDAB appear hearing to website calendar and as website notice- November 29, 2022
- Scheduled transfer station holiday hours as website notice- November 30, 2022
- Scheduled office closed for Christmas holidays notice- November 30, 2022
- Added December calendar- November 30, 2022
- Added December meeting dates and meeting links to web calendar- November 30, 2022
- **Website Stats**
November 11 to December 5, 2022
- Top pages viewed:
 - Home Page (includes website notices)
 - Maps
 - Contact Us

101%
251 / 0 Update(s)

Goal	Progress Update	Current Compl...
<p>→ Communications for Departments 0 Ad(s) Created</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Emailed Redwater Review with new Open House ads (published November 29 & December 6)- November 15, 2022 • Created Office Closed for Christmas holidays posters- November 21, 2022 • Created Transfer Station Holiday hour schedule - November 29, 2022 • Created Office Closed for Ukrainian Christmas poster- December 2, 2022 	<p>101% 80 / 0 Ad(s) Created</p>
<p>→ Social Media Posts 0 Post(s)</p>	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> • Scheduled development permit notice (scheduled for November 14 & 22, 2022)- November 14, 2022 • Shared LARA Lesley Kelley event- November 14, 2022 • Rescheduled budget open house advertisements (re-scheduled for November 21, December 1 & 13, 2022)- November 15, 2022 • Scheduled Christmas Office closed posters (scheduled for December 20 & 26, 2022 and January 2, 2023- November 22, 2022 • Scheduled Merry Christmas and Happy New Year messages- November 22, 2022 • Scheduled SDAB appear hearing ad (scheduled for November 29, December 8 & 15, 2022- November 29, 2022 • Scheduled Transfer Station holiday hours schedule (scheduled for December 19, 23, 27 & 30, 2022)- November 30, 2022 • Scheduled Ukrainian Christmas office closed poster (scheduled for January 4 & 6, 2023) - December 2, 2022 <p>Social Media Stats:</p> <p>Facebook</p> <ul style="list-style-type: none"> - Total Fans- 1,693 (Gained 10 new fans and had 1 page un-like) - Top posts and interactions: Tax Installment Payment Plan, Natural Gas Rebate <p>Twitter</p> <ul style="list-style-type: none"> - Total Followers- 1,158 (Gained 2 new followers) - Most engaged post: 2022 Tax Sale, Development Permit Notice 	<p>101% 299 / 0 Post(s)</p>

Goal	Progress Update	Current Compl...
Training Activity (COM) 0 Event(s)	<p>NEW Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none">• Attended 1 day First Aid training- November 16, 2022• Took online Joint Health & Safety Committee training- November 18, 2022	101% 2 / 0 Event(s)

Schedule "A"

TRAINING EVENT



SMOKY LAKE COUNTY
DEPARTMENT: _____

REPORT

EVENT	NAME: _____ DATE: _____
	ORGANIZATION: _____ LOCATION: _____
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input type="checkbox"/> Workshop
SUMMARY	Contents:
RESULTS	What I took away:
WHY DID YOU ATTEND	Benefits:
COSTS	Mileage: \$ _____ Meals: \$ _____ Other: \$ _____ Lodging: \$ _____ Registration: \$ _____ <p style="text-align: right;">TOTAL: \$ _____</p>
Prepared by Employee	DATE:
	COUNCIL MEETING DATE:

Schedule "A"

TRAINING EVENT



SMOKY LAKE COUNTY
DEPARTMENT: _____

REPORT

EVENT	NAME: _____	DATE: _____
	ORGANIZATION: _____	LOCATION: _____
<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input type="checkbox"/> Workshop		

SUMMARY	Contents:

RESULTS	What I took away:

WHY DID YOU ATTEND	Benefits:

COSTS	Mileage: \$ _____	Meals: \$ _____	Other: \$ _____
	Lodging: \$ _____	Registration: \$ _____	TOTAL: \$ _____

Prepared by Employee	DATE:	COUNCIL MEETING DATE:

Schedule "A"

TRAINING EVENT



SMOKY LAKE COUNTY

DEPARTMENT: Agricultural

REPORT

EVENT	NAME: <u>Tori Stang</u>	DATE: <u>Nov 16-18</u>
	ORGANIZATION: <u>Environmental farm plan training</u>	LOCATION: <u>Lacombe</u>
	<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
SUMMARY	Contents: <u>- EFP review for techs in training.</u> <u>- farm mental health Network.</u> <u>- Challenges facing EFP.</u> <u>- Alberta rat Control program</u> <u>- Wild boar program</u> <u>- BMP Adoption</u> <u>- Alus/overcoming Barriers to BMP</u> <u>- EFP update</u> <u>- V4 Demo & workbook Q & A</u> <u>- ARECA update</u> <u>- OFCAF/CFGIA program</u>	
RESULTS	What I took away: <u>AS I am a new tech in training to complete EFP workbook's for producers it was very beneficial for me to go and learn how the fo navigate through the workbook and how each Chapter will need to be answered. I was also able to meet the Senior tech that is going to be training me.</u>	
WHY DID YOU ATTEND	Benefits: <u>I am a new tech in training so it was mandatory for me to attend to start my training Checklist!</u>	
COSTS	Mileage: \$ <u>0</u>	Meals: \$ <u>43.43</u>
	Lodging: \$ <u>331.34</u>	Registration: \$ <u>0</u>
	Other: \$ _____ TOTAL: \$ <u>374.77</u>	
Prepared by Employee		DATE:
		COUNCIL MEETING DATE: