

SMOKY LAKE COUNTY

A G E N D A: County Council Meeting to be held on
Wednesday, **December 14, 2022** at 9:00 A.M.
Virtual through Zoom Platform

Meeting ID: 835 8584 3257 Passcode: 517202

<https://us02web.zoom.us/j/83585843257?pwd=K1VONE02WjFROFVIazFobTQwam1MQT09>

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

1. Meeting:

Call to Order

2. Agenda:

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

3. Minutes:

- 1. Minutes of September 29, 2022 - **County Council for the Purpose of the CAO Evaluation Meeting.** ©

Recommendation: Motion to Adopt.

- 2. Minutes of October 11, 2022 - **County Council for the Purpose of the CAO Evaluation Meeting.** ©

Recommendation: Motion to Adopt.

- 3. Minutes of October 17, 2022 - **County Council Budget Meeting.** ©

Recommendation: Motion to Adopt.

- 4. Minutes of October 18, 2022 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

- 5. Minutes October 24, 2022 - **County Council for the Purpose of the CAO Evaluation Meeting.** ©

Recommendation: Motion to Adopt.

- 6. Minutes of October 26, 2022 -**County Council Organizational Meeting.** ©

Recommendation: Motion to Adopt.

- 7. Minutes of October 26, 2022 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

- 8. Minutes of November 15, 2022 – **County Council Departmental Meeting.** ©

Recommendation: Motion to Adopt.

- 9. Minutes of November 15, 2022 – **County Council Budget Meeting.** ©

Recommendation: Motion to Adopt.

10. Minutes of November 17, 2022 – **County Council Committee of the Whole for the Purpose of Administration** Meeting. ©

Recommendation: Motion to Adopt.

11. Minutes of November 17, 2022 – **Special County Council** Meeting. ©

Recommendation: Motion to Adopt.

4. Request for Decision: Governance Issues and Management Issues

- 4.1 **Bylaw No. 1425-22:** Village of Vilna and Smoky Lake County Intermunicipal Development Plan (IDP). ©
- 4.2 **Bylaw No. 1426-22:** Town of Smoky Lake and Smoky Lake County Intermunicipal Development Plan (IDP). ©
- 4.3 **Bylaw No.1421-22:** Waskatenau Intermunicipal Water and Wastewater Servicing. ©
- 4.4 Realignment of Portions of Victoria Trail – Pt. NW-12-58-18-W4M. ©
- 4.5 **Policy Statement No. 07-08-01:** Alberta’s Lakeland Destination Marketing Organization (DMO) - Liaison Committee Terms of Reference. ©
- 4.6 **Policy Statement No. 62-11-01:** Lakeland Industry and Community Association (LICA) - Liaison Committee Terms of Reference. ©
- 4.7 Alberta Care Conference. ©
- 4.8 River Lot 10, Victoria District National Historic Site River Lot 10 (RL-10, VIC SETTLEMENT). *(See Executive Session 8.1)* ©
- 4.9 Regional Community Development Committee (RCDC) 2023 Economic Development Budget. ©
- 4.10 Ukrainian Twinning Committee - 2023 Budget. ©
- 4.11 **Policy Statement No. 02-34-01:** Peace Officer: Enforcement Jurisdiction. ©
- 4.12 Pilot Project to Track Emission Reduction through eMissions Software Inc. ©
- 4.13 Appointment of the Bylaw Enforcement Officer. ©
- 4.14 **Review of Bylaw No. 1344-19:** Dog Control. ©
- 4.15 RMA Resolutions: Results & Next Steps. *(See Executive Session 8.2)* ©
- 4.16 **Policy Statement No. 01M-19-01:** Animal Control Technician. ©
- 4.17 2023 Lakeland Agricultural Research Association (LARA) Agreement. ©
- 4.18 Subdivision and Development Appeal Board (SDAB)
- 4.19 2023 5-Year Capital Budget. *(To be handed out at meeting)*
- 4.20 2023 Total Function Budget. *(To be handed out at meeting)*

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

5. Issues for Information:

- 5.1 Chief Administrative Officer:
- 5.1.1 Monthly Report: November to December. *(To be handed out at meeting)*
- 5.1.2 Financial Statement for the months of: **September 2022.**

5.1.3 Action List:

- i. County Council CAO Evaluation Meeting – September 29, 2022. ©
- ii. County Council CAO Evaluation Meeting – October 11, 2022. ©
- iii. County Council Budget Meeting – October 17, 2022. ©
- iv. County Council Departmental Meeting – October 18, 2022. ©
- v. County Council CAO Evaluation Meeting – October 24, 2022. ©
- vi. County Council Organizational Meeting – October 26, 2022. ©
- vii. County Council Meeting – October 26, 2022.
- viii. County Council Departmental Meeting – November 15, 2022. ©
- ix. County Council Budget Meeting – November 15, 2022. ©
- x. County Council Committee of the Whole for the Purpose of Administration Meeting – November 17, 2022. ©
- xi. County Council Special Meeting – November 17, 2022. ©

5.2 Municipal Finance:

- 5.2.1 Monthly Report. ©
- 5.2.2 Actual to Budget Review. ©
- 5.2.3 Accounts Receivable Aging Report. *(for Councillor's information)*. ©
- 5.2.4 Cheques Register. *(for Councillor's information)*. ©

5.3 Reeve and Councillor: Reports from various Committees, Boards and Commissions

- 5.3.1 Division One.
- 5.3.2 Division Two.
- 5.3.3 Division Three.
- 5.3.4 Division Four. - **Reeve**.
- 5.3.5 Division Five. ©
- 5.3.6 Additional Documentation: Committees, Boards and Commissions.
Regional Community Development Committee (RCDC)
 - a. Action List: July 26, 2022. ©
 - b. Action List: August 29, 2022. ©

Vilna /Bellis Citizens on Patrol (COPs)

- c. Treasurers Report: November 7, 2022. ©
- d. Minutes: September 21, 2022. ©

Lakeland Industry and Community Association (LICA)

- e. Email: Vicky Krawchuk, Executive Director, LICA Environmental Stewards, dated November 24, 2022 – Re: Municipality Board seats. ©

Recommendation: Acknowledge receipt.

6. Correspondence:

1. Julia Rosso, Events Coordinator, Brownlee LLP, dated October 31, 2022 -Re: Save the Date – Emerging Trends in Municipal Law – February 16, 2023. ©

Recommendation: Council's discretion to attend or not attend.

2. Lisa Dickner, Executive Director, Community Learning Network, dated November 2022 – Re: Community Learning Network Certificate completion by the Smoky Lake County Community Learning Council for 2022-2023. ©

Recommendation: Smoky Lake County, acknowledge receipt, as legal host that CLC is in good standing for 2022-2023.
3. CPAA 2023 Annual Conference at Nisku – May 1-3, 2023. ©

Recommendation: Those who can attend -attend.
4. Legion President, Smoky Lake Legion #227, dated November 2022 – Re: Request for donation to Christmas Dinner hosted by the Legion. ©

Recommendation: Donate towards meal – Funds as per Councils discretion.
5. 18th Annual Dart Tournament at Warspite Hotel, November 26, 2022 – Re: Donations. ©

Recommendation: Approve action taken in providing \$100.00.
Donated \$100.00 from 2011-2016, 2018, 2019 and 2021
6. The Alberta RCMP App. ©

Recommendation: Promote on social media.
7. Rebecca Shulz, Minister of Municipal Affairs, dated November 10, 2022 – Re: Consideration of funding for the Northern Lights Library System as per Smoky Lake County’s letter dated October 18, 2022. ©

Recommendation: Acknowledge receipt of letter.
8. Meagan Walsh, Executive Assistant and Legislative Services, Beaver County, dated November 2022 -Re: RMA District 5 Meeting hosted by Beaver County on January 27, 2023. ©

Recommendation: Those who can attend-attend.
9. Kevin Ferguson, Mayor, Town of Ponoka, dated November 23, 2022 – Re: Volunteer Fire Departments and Ambulance shortages. ©

Recommendation: Acknowledge receipt.
10. Paul Poulin, Manager, Evergreen Regional Landfill, dated November 23, 2022 – Re: Shredder demonstration on December 7 and 8, 2022. ©

Recommendation: Approve action taken in attending.
11. Craig Copeland, Mayor, City of Cold Lake, dated November 8, 2022 – Re: Call for Action: Highway 28 and significant investment required immediately by the Alberta Government. ©

Recommendation: Acknowledge receipt and provide a letter in support of same.
12. Rachelle Amyotte, FCSS Program Coordinator, dated November 30, 2022 – Re: Town of Smoky Lake Youth Council. ©

Recommendation: Council’s discretion.

13. Lise van der Vaart (on behalf of the Smoky Lake Library Board), Library Manager, November 24, 2022 – Re: Request to increase funding. ©

Recommendation: Increasing the contribution would not be in alignment with Council communicated goal to decrease the budget by 5%.

14. RMRF Municipal Law Seminar – Friday, February 10, 2023 at Delta Hotel Edmonton South. ©

Recommendation: Council’s discretion to attend or not attend.

15. JMD Group LLP, Chartered Professional Accountants, dated December 4, 2022 – Re: Audit Planning. ©

Recommendation: Acknowledge receipt.

16. Honourable Mike Ellis, ECA, Minister of Public Safety and Emergency Services, dated December 2022 – Re: Provincial changes to victim services. ©

Recommendation: Acknowledge receipt.

17. Rebecca Schulz, Minister of Municipal Affairs, dated November 2022, Re: 2022/2023 Fire Services Training Program Grant. ©

Recommendation: Acknowledge receipt and look into grant application.

7. Delegation(s):

1. Cam Crosswell, Manager, Dale Crosswell, CEO, DDC Sand and Gravel @ **10:00 a.m.** – Re: Winter Haul on Township Road 604. ©
2. Glenda, STARS @ **1:00 p.m.** – Re: Update Presentation. ©

8. Executive Session:

1. Legal: under the authority of the FOIP Action Sections 16: business interests of a third party, Section 21: Intergovernmental relations, Section 24: Advice from officials and Section 28: Conservation of heritage sites, in regard to River Lot 10, Victoria District National Historic Site River Lot 10 (RL-10, VIC SETTLEMENT). *(See RFD 4.8)*
2. Legal: under the authority of the FOIP Action Section 21: Intergovernmental relations and Section 24: Advice from Officials, in regard to the Rural Municipalities Association (RMA) Resolutions. *(See RFD 4.15)*

9. Information Release:

1. Calendar: November and December 2022. ©
2. Thank You Received: None received.

10. Bills and Accounts:

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

- Approve action taken in re-scheduling the Council Budget Meeting from November 15, 2022, at 1:00 p.m. to December 6, 2022, at 9:00 a.m.

- Approve action taken in holding a Budget Workshop on November 15, 2022, at 1:00 p.m.
- Schedule a Policy Committee Meeting
- Re-schedule a meeting with Saddle Lake
- Council to make motion as the following: Approve action taken in cancelling the Environmental & Park Meeting and Fire Protective Meeting scheduled for December 13, 2022.
- Schedule a Council Budget Workshop for January 10, 2023 at 9:00 a.m.

12. Adjournment

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Purpose of the CAO Evaluation** held on Thursday, **September 29, 2022** at 1:09 P.M. held in Council Chambers.

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

			ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Sept. 29, 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	Absent	
Assistant CAO	Lydia Cielin	Absent	
Legislative Svcs/R.S.	Patti Priest	Present in Chambers	

2. Agenda:

Agenda

1087-22: Fenerty

That the Smoky Lake County Council Meeting Agenda for Thursday, September 29, 2022, for the purpose of the Chief Administrative Officer (CAO) Evaluation be adopted, as presented.

Carried Unanimously.

3. Minutes:

Minutes of October 1, 2021 – County Council CAO Evaluation Meeting

1088-22: Cere

That the adopted minutes of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on October 1, 2021, be accepted for information purposes.

Carried.

1089-22: Gawalko

That the Action List of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on October 1, 2021, be accepted for information purposes.

Carried.

8. Executive Session:

Chief Administrative Officer: Evaluation

1090-22: Cere

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, time 1:11 p.m.

Carried.

Patti Priest, Legislative Services Clerk, left Council Chambers, time 1:11 p.m.

1091-22: Gawalko

That Smoky Lake County Council go out of Executive Session, time 4:14 p.m..

Carried.

4. Request for Decision:

No Request for Decision.

Adjournment:

1092-22: Halisky

That the Smoky Lake County Council Meeting of Thursday, September 29, 2022, held for the purpose of the Chief Administrative Officer (CAO) Evaluation be adjourned, time 4:15 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Purpose of the CAO Evaluation** held on Tuesday, **October 11, 2022** at 3:28 P.M. held in Council Chambers and virtually online, through Zoom.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>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	Absent
Executive Services /R.S.	Patti Priest	Virtually Present

2. Agenda:

Agenda

1163-22: Cere

That the Smoky Lake County Council Meeting Agenda for Tuesday, October 11, 2022, for the purpose of the Chief Administrative Officer (CAO) Evaluation be adopted, as presented.

Carried Unanimously.

3. Minutes:

Minutes of October 1, 2021 – County Council CAO Evaluation Meeting

1164-22: Fenerty

That the minutes and action list of the Smoky Lake County Council Meeting for the purpose of the Chief Administrative Officer (CAO) Evaluation, held on September 29, 2022, be accepted for information.

Carried.

8. Executive Session:

Chief Administrative Officer: Evaluation

1165-22: Cere

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, in the presence of all Council and the Chief Administrative Officer, time 3:29 p.m..

Carried.

Patti Priest, Executive Services Clerk, left the meeting, time 3:29 p.m.

1166-22: Serben

That Smoky Lake County Council go out of Executive Session, time 5:03 p.m..

Carried.

Adjournment:

1167-22: Serben

That the Smoky Lake County Council Meeting of Tuesday, October 11, 2022, held for the purpose of the Chief Administrative Officer (CAO) Evaluation be adjourned, time 5:04 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held on Monday, **October 17, 2022** starting at 1:13 P.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

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

			ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Monday, Oct. 17, 2022</u>	
1	Dan Gawalko	Present in Chambers	
2	Linda Fenerty	Virtually Present	
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	Present in Chambers	
Executive Svcs/R.S.	Patti Priest	Virtually Present	

Members of Administrative Staff in attendance:

Trevor Tychkowsky – Loss Prevention Coordinator	Virtually Present
Jordan Ruegg – Planning & Dev. Manager	Virtually Present
Kyle Schole – Planning Technician	Virtually Present
Amanda Kihn – Interim Ag. Fieldman	Virtually Present
Carole Dowhaniuk – GIS Operator	Virtually Present
Dave Franchuk – Enviro. & Parks Manager	Virtually Present
Daniel Moric – Natural Gas Manager	Virtually Present
Evonne Zukiwski – Communications Officer	Virtually Present
Doug Ponich – Public Works Manager	Virtually Present
Mark Fedoretz – Shop Foreman	Virtually Present
Scott Franchuk – Fire Chief	Virtually Present
Tate Murphy – Bylaw Enforcement	Virtually Present

Others in attendance:

No Members of the Media were in attendance.
2 Members of the Public were in virtual attendance.

2. Agenda:

1168-22: Gawalko

That the Smoky Lake County Council Budget Meeting Agenda for Monday, October 17, 2022, be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

8. Executive Session:

Year-2023 Capital and Operating Budget

1169-22: Cere

That Smoky Lake County Council go into Executive Session to discuss Legal, Land and Personnel Issues in respect to the Year-2023 Capital and Operating Budget, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Communications Officer, Interim Agricultural Fieldman, Road Foreman, GIS Operator, Natural Gas Manager, Environment & Parks Manager, Public Works Manager, Planning & Development Manager, Planning Technician, Shop Foreman, Executive Services Clerk, Fire Chief, Bylaw Enforcement, and Loss Prevention Coordinator, time 1:17 p.m..

Carried.

1170-22: Gawalko

That Smoky Lake County Council go out of Executive Session, time 3:42 p.m.

Carried.

4. Request for Decision:

County and Natural Gas System Budgets: Five-Year Capital & Five-Year Operating

1171-22: Gawalko

That Smoky Laker County **defer** the Five-Year Capital Budget, Five-Year Operating Budget, Year-2023 Natural Gas System Operating Budget, and Year-2023 Natural Gas System Capital Budget, to the next scheduled Budget Meeting; **and schedule** the next Smoky Lake County Council Budget Meeting for **Tuesday, November 15, 2022 at 1:00 p.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and/or physically in County Council Chambers.

Carried.

5. Issues for Information:

No Issues for Information.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

Adjournment:

1172-22: Fenerty

That the Smoky Lake County Council Budget Meeting of October 17, 2022, be adjourned, time 3:47 p.m..

Carried.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Departmental Operations Meeting** held on **Tuesday, October 18, 2022**, at 9:12 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
Tuesday, Oct. 18, 2022		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Absent
Executive Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Acting. Ag Fieldman	Amanda Kihn	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Environment & Parks Manager	Dave Franchuk	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
Loss Prevention Coordinator	Trevor Tychkowsky	Virtually Present @9:15am
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Bylaw Enforcement	Tate Murphy	Virtually Present

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

2. Agenda:

1173-22: Cere

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, October 18, 2022, be adopted as amended:

Addition to the Agenda:

1. Main Office & Shop Office Interior Lighting.
2. Executive Session – Personnel Issue: Welder Position.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

Enterprise Fleet Management Canada Inc. – Replacement of Unit 100A and Unit 109

1174-22: Gawalko

That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote 6710057, dated October 11, 2022 for two (2) Year-2023 Ford F-350 XLT, 4x4, SD crew cab, 6.75 ft. box, 160 in. wheel base, SRW, box 147.4 in. wheel base, to replace Fleet Unit 100A and Unit 109.

Carried.

One member of the Public, virtually joined the meeting, time 9:36 a.m.

Addition to the Agenda (Request for Decision):

Main Office and Shop Office Interior Lighting

1175-22: Gawalko

That Smoky Lake County Council approve an unbudgeted expenditure funded from the Building Reserve, up to a maximum in the amount of \$50,000.00, based on the information received from Al Romaniuk, of Wayetenau Electrical Services, for the purpose of upgrading the obsolete and/or unsafely attached ceiling lights within the interiors of the County's Main Office and Shop Office.

Carried.

One member of the Public, virtually joined the meeting, time 9:44 a.m.

5. Issues for Information:

Manager's Report:

Public Works Shop Foreman

8. Executive Session:

Personnel Issue: Public Works Shop Welder Position

1176-22: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in respect to the Public Works Shop Welder Position, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer, Shop Foreman, Public Works Manager, and Executive Services Clerk, time 9:50 a.m.

Carried.

1177-22: Serben

That Smoky Lake County Council go out of Executive Session, time 10:13 a.m.

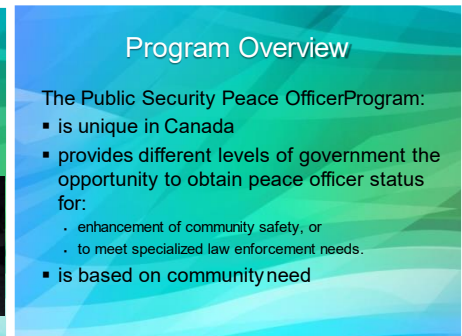
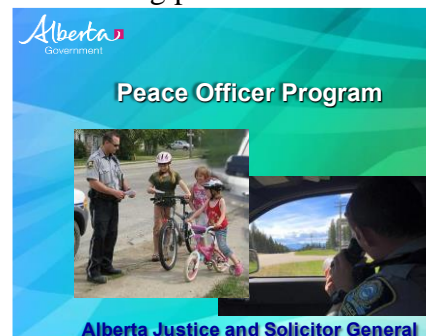
Carried.

Delegation: Tammy Spink, Manager Peace Officer Program, entered Council Chambers, time 10:15 a.m.

7. Delegation:

Peace Officer Program Manager – Tammy Spink

Present before Council from 10:32 a.m. to 1:14 p.m. was Tammy Spink, Manager of the Alberta Government Peace Officer Program, to provide the following presentation:

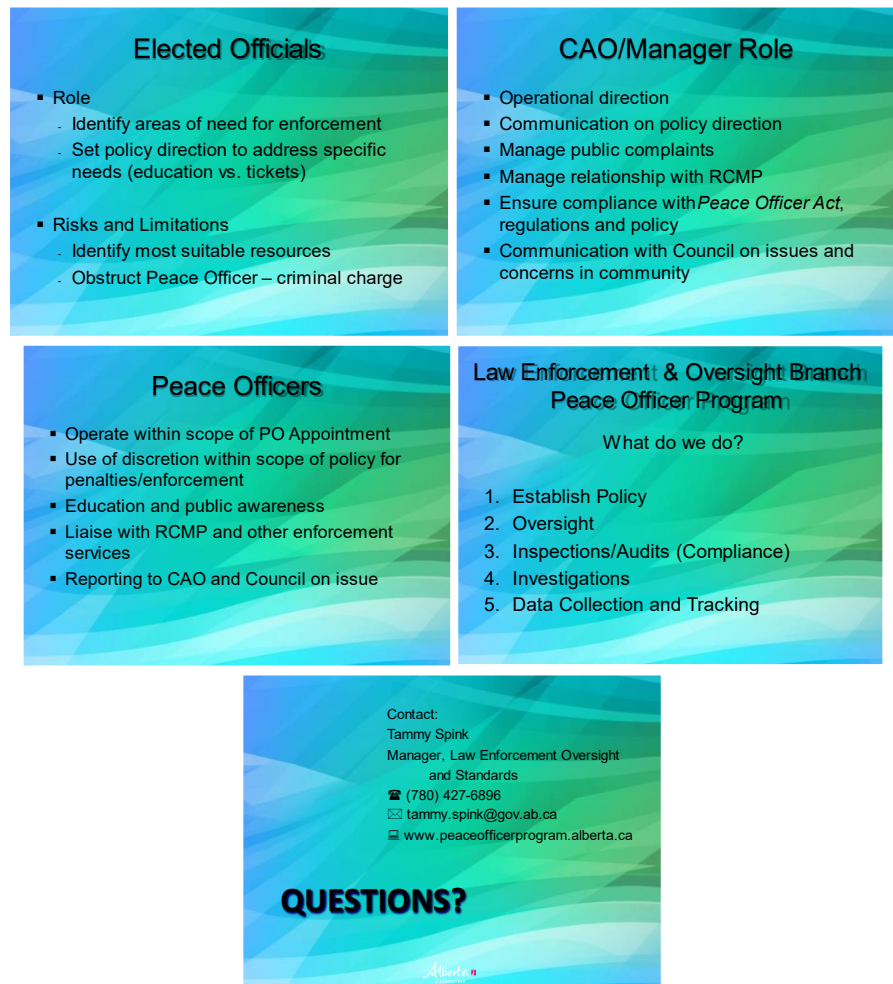


<h3>Legislation and Policy</h3> <ul style="list-style-type: none"> Peace Officer Act Peace Officer Regulations Peace Officer (Ministerial) Regulations Policy and Procedures Manual AE Policy and Procedures 	<h3>What can Community Peace Officers do?</h3> <ul style="list-style-type: none"> Peace officer authority is one of several tools available to officers to educate, gain compliance and support community safety Enforce provincial statutes and some federal legislation Determined by community needs Most CPOs are also designated bylaw officers Work with local police services Educate on and support public safety Protect the peace <p>➢ Most provincial statutes can be assigned to CPOs</p>
<h3>Common Authorities</h3> <ul style="list-style-type: none"> Animal and wildlife control Environmental protections School resource officers Education programs for children and youth Gaming, liquor and cannabis enforcement Smoking and vaping enforcement Protection of public property Traffic enforcement and control Commercial vehicle inspections and transportation of dangerous goods 	<h3>PO Status</h3> <ul style="list-style-type: none"> Powers and protections not available to ordinary citizens including ability to deprive citizens of freedom through powers of arrest and authority to use reasonable force Only valid while “on duty” Limited to statutes and jurisdiction on Appointment Peace officer vs. Bylaw officer
<h3>Do you need a peace officer service?</h3> 	<h3>Authorization to Employer POs</h3> <ul style="list-style-type: none"> Legitimate need Government or quasi-government agency Carry out enforcement of federal or provincial legislation Federal authorities are limited Establish organizational and operational policy to support service delivery

Meeting Recessed Meeting recessed for Lunch, time 12:09 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:44 p.m. in the physical presence of all Council members, and the virtual presence of the Chief Administrative Officer, Assistant Chief Administrative Officer, Executive Services Clerk, Communications Officer, Natural Gas Manager, Interim Agricultural Fieldman, GIS Operator, Bylaw Enforcement, Planning Technician, Planning & Development Manager, Fire Chief, Loss Prevention Coordinator, Environment & Parks Manager, and two Members of the Public.

<h3>Community Peace Officers</h3> <ul style="list-style-type: none"> Responsibility for providing a safe and secure environment for large amounts of public/private property Employed by local governments, transit security, some post secondary institutions, and hospitals Often live in the communities they work for 	<h3>Community Peace Officers</h3> <ul style="list-style-type: none"> Receive standardized training/recertification Power to arrest Armed with baton and/or OC spray Code of conduct and ethics requirements Access to law enforcement databases May have other designations and authority to complement roles
<h3>Roles and Responsibilities</h3>	<h3>Roles and Responsibilities</h3> 



Delegation: Tammy Spink, Manager Peace Officer Program, left Council Chambers, time 1:15 p.m.

Peace Officer Program Presentation

1178-22: Fenerty

That Smoky Lake County accept the presentation from the October 18, 2022, Delegation: Tammy Spink, Manager Peace Officer Program, in respect to the Government of Alberta’s Peace Officer Program.

Carried.

5. Issues for Information:

**Manager’s Report:
Bylaw Enforcement**

8. Executive Session:

Legal Issue: Dog Control

1179-22: Cere

That Smoky Lake County Council go into Executive Session to discuss a Legal Issue in respect to the Dog Control, under the authority of FOIP Act: Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer, Executive Services Clerk, and all County Staff present, time 1:24 p.m.

Carried.

1180-22: Serben

That Smoky Lake County Council go out of Executive Session, time 1:50 p.m.

Carried.

5. Issues for Information:

Managers Reports

1181-22: Serben

That the Smoky Lake County manager and department reports received for the period of September 15, 2022, to October 12, 2022, from the Public Works Manager, Public Works Shop Foreman, Public Works Road Foreman, Planning and Development Manager, Bylaw Enforcement, Loss Prevention Coordinator, Natural Gas Manager, Environment & Parks Manager, Interim Agricultural Fieldman, Fire Chief, GIS Operator, and Communications Officer, be accepted as presented and filed for information.

Carried.

Adjournment:

1182-22: Fenerty

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations of October 18, 2022, be adjourned, time 2:40 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Purpose of the CAO Evaluation** held on Monday, **October 24, 2022** at 1:07 P.M. held in Council Chambers.

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

ATTENDANCE		
<u>Monday, Oct. 24, 2022</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Absent
Executive Services /R.S.	Patti Priest	Absent

2. Agenda:

Agenda

1183-22: Fenerty

That the Smoky Lake County Council Meeting Agenda for Monday, October 24, 2022, for the purpose of the Chief Administrative Officer (CAO) Evaluation be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

8. Executive Session:

Chief Administrative Officer: Evaluation

1184-22: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, in the presence of all Council and the Chief Administrative Officer, time 1:08 p.m..

Carried.

1185-22: Serben

That Smoky Lake County Council go out of Executive Session, time 4:20 p.m..

Carried.

Adjournment:

1186-22: Fenerty

That the Smoky Lake County Council Meeting of Monday, October 24, 2022, held for the purpose of the Chief Administrative Officer (CAO) Evaluation be adjourned, time 4:21 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **Organizational Meeting** for the Council of Smoky Lake County held on Wednesday, October 26, 2022 at 9:08 a.m. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Mr. Gene Sobolewski in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday, Oct. 26, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
Acting. Ag Fieldman	Amanda Kihn	Virtually Present @9:09am
Natural Gas Manager	Daniel Moric	Virtually Present
Communications Officer	Evonne Zukiwski	Present in Chambers
Bylaw Enforcement	Tate Murphy	Virtually Present

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

ELECTION OF CHIEF ELECTED OFFICIAL:

The Chief Administrative Officer called first (1) time for nominations for the position of Chief Elected Official: Reeve of Smoky Lake County.

01-22: Gawalko

That Councillor Lorne Halisky be nominated as Chief Elected Official: Reeve of Smoky Lake County, for the ensuing year.

The Chief Administrative Officer called second (2) time for nominations.
The Chief Administrative Officer called third (3) time for nominations.

NO FURTHER NOMINATIONS.

Mr. Lorne Halisky was declared elected by acclamation by the Chief Administrative Officer as the Chief Elected Official: Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position and assumed the Chair.

ELECTION OF DEPUTY CHIEF ELECTED OFFICIAL:

The Reeve called first (1) time for nominations for the position of Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County.

02-22: Cere

That Councillor Linda Fenerty be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.

The Reeve called second (2) time for nominations.

03-22: Halisky

That Councillor Dan Gawalko be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.

The Reeve called third (3) time for nominations.

NO FURTHER NOMINATIONS.

A secret ballot was held for the Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County.

Mr. Dan Gawalko was declared elected by the Reeve as the Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, by a three to two vote, for the ensuing year, executed an "Oath of Office" for the position.

The secret ballots were disposed of after the ballot count was provided and position of Deputy Reeve was declared.

Appoint Municipal Solicitor(s)

04-22: Cere

That Smoky Lake County appoint Brownlee LLP and Reynolds Mirth Richards & Farmer LLP as the solicitors for Smoky Lake County, on an as needed basis.

Carried.

Remuneration: Public-at-Large Committee Members

05-22: Serben

That Smoky Lake County Public-at-Large members appointed by Council for Committee representation, be paid at a rate of **\$175.00 per day** and the mileage and meal expenses be paid at the same rate as stated in Policy Statement No. 08-18-08: Council Remuneration and Expenses as amended from time to time.

Carried.

Regular County Council Meetings

06-22: Gawalko

That Smoky Lake County Council Regular Meetings be typically scheduled on the fourth (4th) Thursday of each month at 9:00 a.m. with the exception of July and November, unless otherwise stated by motion of Council, and be held in County Council Chambers, 4612 McDougall Drive, Smoky Lake, and/or virtually, online through Electronic Communication Technology: Zoom Meeting.

Carried.

Municipal Annual Meeting

07-22: Cere

That Smoky Lake County municipal annual meeting to be held at the discretion of Council and call of the Reeve.

Carried.

Financial Statements

08-22: Serben

That Smoky Lake County's Audited Financial Statements, and Auditor's Report for the Year Ended December 31, 2022, be made available to the public on the County Website, in the Main Office, and in the Smoky Lake County Annual Booklet.

Carried.

Christmas Office Closures for Main Office and Public Works

09-22: Gawalko

That Smoky Lake County Council approve to close the Main Office located at 4612 McDougall Drive, Smoky Lake and the Public Works Shop located at 5004 50 Street, Smoky Lake, from **December 26, 2022 to January 2, 2023 & January 6, 2023** under the following conditions:

- Monday, December 26, 2022 is Boxing day, and Tuesday, December 27, 2022, is in lieu of Christmas day, both are to be paid as Statutory Holidays; Wednesday, December 28, 2022 to Friday, December 30, 2022 (3 days) are to be taken as vacation days by Employees with the understanding they will return to work as needed, in the event of an emergency during those three days;
- Monday, January 2, 2023 is a paid Statutory Holiday in Lieu of New Year's Day, and Friday, January 6, 2023 is a paid Holiday in lieu of Ukrainian Christmas, January 7, 2023.

Carried.

Appointments to Committees, Task Forces and Boards

GENERAL GOVERNMENT SERVICES:

Government Liaison Committee

10-22: Gawalko That the Smoky Lake County Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the **Government Liaison Committee**.

Carried.

Policy Committee

11-22: Cere That all members of Smoky Lake County Council be appointed to the Smoky Lake County **Policy Committee**.

Carried.

ASSESSMENT AND TAXATION:

Local Assessment Review Board

12-22: Halisky That Smoky Lake County reconfirm the appointment of Capital Region Assessment Services Commission (CRASC) to the **Local Assessment Review Board** as per Bylaw No. 1417-22.

Carried.

Composite Assessment Review Board

13-22: Halisky That Smoky Lake County reconfirm the appointment of Capital Region Assessment Services Commission (CRASC) to the **Composite Assessment Review Board** as per Bylaw No. 1417-22.

Carried.

RISK MANAGEMENT:

Risk Pro Management Committee

14-22: Gawalko That the Smoky Lake County Reeve be appointed as member to the **Risk Pro Management Committee**; and the Deputy Reeve be appointed as the alternate.

Carried.

HUMAN RESOURCES:

Negotiating Committee

15-22: Gawalko That Smoky Lake County Councillors: Dan Gawalko, Lorne Halisky and Dominique Cere be appointed as members to the **Negotiating Committee** to bargain the Collective Agreements with the **International Union of Operating Engineers Local No. 955** for the Public Works Employees; and with the **Canadian Union of Public Employees Local No. 4575** for the Main Office Staff and Custodian Staff; and that Councillors Linda Fenerty and Jered Serben be appointed as the alternates.

Carried.

PROTECTIVE SERVICES:

Fire Protective Services Committee

15-22: Serben That all members of Smoky Lake County Council be appointed to the **Fire Protective Services Committee**.

Carried.

Fire & Rescue Liaison Committee

16-22: Cere

That Smoky Lake County Council appointed to the **Fire and Rescue Liaison Committee** be as follows: Councillor Dan Gawalko be appointed as member and Councillor Linda Fenerty as alternate to the **Vilna Fire Department**; and that Councillor Dominique Cere be appointed as member and Councillor Jered Serben be appointed as alternate to the **Smoky Lake Fire Department**; and Councillor Jered Serben be appointed as member and Councillor Dominique Cere be appointed as alternate to the **Waskatenau Fire Department**.

Carried.

RCMP Liaison Committee

17-22: Fenerty

That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **RCMP Liaison Committee**; and Councillor Linda Fenerty be appointed as alternate.

Carried.

Regional Emergency Management Advisory Committee

18-22: Fenerty

That the Smoky Lake County Councillor Linda Fenerty be appointed as member to the **Regional Emergency Management Advisory Committee**; and Councillor Dominique Cere be appointed as an alternate.

Carried.

Smoky Lake Region Fire and Rescue Committee

19-22: Fenerty

That Smoky Lake County Councillors Lorne Halisky and Linda Fenerty be appointed as members to the **Smoky Lake Region Fire and Rescue Advisory Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

Citizens On Patrol (C.O.P) Liaison Committee

20-22: Serben

That the Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Citizens On Patrol (C.O.P) Liaison Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

TRANSPORTATION SERVICES:

Road Ban Committee

21-22: Cere

That the Smoky Lake County Reeve be appointed as member to the **Road Ban Committee** along with the Public Works Manager and Chief Administrative Officer; and the Deputy Reeve be appointed as alternate; and any two (2) members have the authority to sign for the Road Ban / Restriction Order and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.

Carried.

North East Muni-Corr Ltd. Committee

22-22: Fenerty

That Smoky Lake County Councillor Linda Fenerty be reaffirmed as member to the **North East Muni-Corr Ltd. Committee** for the four-year term ending in Year 2025; and Councillor Jered Serben be reaffirmed as alternate.

Carried.

ENVIRONMENTAL HEALTH SERVICES:

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee

23-22: Gawalko

That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

Evergreen Regional Waste Management Commission

24-22: Gawalko That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Evergreen Regional Waste Management Commission**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

Highway 28/63 Regional Water Services Commission

25-22: Gawalko That Smoky Lake County Councillors Dan Gawalko and Lorne Halisky be appointed as members to the **Highway 28/63 Regional Water Services Commission**; and that Councillors Linda Fenerty and Jered Serben be appointed as alternates.

Carried.

PUBLIC HEALTH AND WELFARE SERVICES:

Joint Health & Safety Committee

26-22: Serben That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Joint Health & Safety Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Doctor Retention & Recruitment Committee

27-22: Halisky That the Smoky Lake County Reeve be appointed as the member to the **Doctor Retention and Recruitment Committee**; and the Deputy Reeve be appointed as alternate.

Carried.

Family Community Support Services (FCSS) Committee

28-22: Fenerty That all members of Smoky Lake County Council be appointed to the **Family Community Support Services (FCSS) Committee**.

Carried.

Smoky Lake Foundation Board

29-22: Cere That Smoky Lake County Councillors Dominique Cere and Jered Serben be appointed as members to the **Smoky Lake Foundation Board**; and Councillors Lorne Halisky and Linda Fenerty be appointed as alternates.

Carried.

PLANNING, DEVELOPMENT AND SUB-DIVISION CONTROL

Municipal Planning Commission

30-22: Gawalko That all members of Smoky Lake County Council be appointed to the **Municipal Planning Commission** – Development Authority, as required by Bylaw No. 1346-19.

Carried.

Subdivision and Development Appeal Board

31-22: Cere That Smoky Lake County re-appoint Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, Gary Henry, Amy Cherniwchan and Jerry Melnyk as members to the **Subdivision and Development Appeal Board**, as required by Bylaw No. 1347-19.

Carried.

Sub-Division Authority

32-22: Cere That Smoky Lake County re-confirm **Jane Dauphinee, BA – Mplan – RPP – MCIP – Principal / Senior Planner, Municipal Planning Services (2009) Ltd.**, as the person appointed as the Sub-Division Authority for Smoky Lake County, as per Bylaw No. 1345-19; and, on an as needed basis for the 2022-2023 year.

Carried.

Smoky Lake Regional Heritage Board

33-22: Fenerty That Smoky Lake County appoint Councillors Linda Fenerty and Lorne Halisky be appointed to the **Smoky Lake Regional Heritage Board** as per Bylaw No. 1371-20 and re-appoint the Public-at-Large members to the as follows: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, and Pamela Billey.

Carried.

CCI Wireless - Corridor Communications Inc.

34-22: Cere That Smoky Lake County **Policy Statement No. 61-08-02: Corridor Communications Incorporated: CCI Terms of Reference**, be rescinded as the County is no longer invested in the said company and the said company has been dissolved.

Carried.

Regional Community Development Committee (RCDC)

35-22: Cere That Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members to the **Regional Community Development Committee (RCDC)**; and Councillor Linda Fenerty be appointed as alternate in accordance with Bylaw No. 1399-21, and the Smoky Lake County public-at-large members be Ed Dyck and Noel Simpson.

Carried.

Intermunicipal Development Plan (IDP) – Town of Smoky Lake

36-22: Serben That Smoky Lake County appoint Councillor Lorne Halisky and Jered Serben, as members to the Smoky Lake County / **Town of Smoky Lake** Intermunicipal Development Plan (IDP) Committee; and Councillor Dominique Cere, be the alternate member, as per Bylaw No. 1289-16.

Carried.

Intermunicipal Development Plan (IDP) – Village of Waskatenau

37-22: Gawalko That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Village of Waskatenau** Intermunicipal Development Plan (IDP) Committee; and Councillor Lorne Halisky, be the alternate member, as per Bylaw No. 1304-17.

Carried.

Intermunicipal Development Plan (IDP) – Village of Vilna

38-22: Fenerty That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **Village of Vilna** - Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1290-16.

Carried.

Intermunicipal Development Plan (IDP) – Lamont County

39-22: Gawalko That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Lamont County** Intermunicipal Development Plan (IDP) Committee; and Councillor Linda Fenerty, be the alternate member, as per Bylaw No. 1383-16.

Carried.

Intermunicipal Development Plan (IDP) – County of St. Paul No.19

40-22: Fenerty That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No.1334-19.

Carried.

Intermunicipal Development Plan (IDP) – County of Two Hills No.21

41-22: Serben That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of Two Hills No. 21** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1335-19.

Carried.

Intermunicipal Collaboration Committee (ICC) – Smoky Lake Region

42-22: Cere That Smoky Lake County appoint Councillors: Lorne Halisky and Linda Fenerty, as members to the **Smoky Lake Region** (Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna) Intermunicipal Collaboration Committee (ICC); and Councillor Jered Serben, be the alternate member, as per Bylaw No. 1365-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Thorhild County

43-22: Cere That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Thorhild County** Intermunicipal Collaboration Committee (ICC); and Councillor Dan Gawalko, be the alternate member, as per Bylaw No.1368-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Lamont County

44-22: Cere That Smoky Lake County appoint Councillors: Linda Fenerty and Jered Serben, as members to the Smoky Lake County / **Lamont County** Intermunicipal Collaboration Committee (ICC); and Councillor Dominique Cere, be the alternate member, as per Bylaw No.1391-21.

Carried.

Intermunicipal Collaboration Committee (ICC) – County of St. Paul No.19

45-22: Fenerty That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1361-19.

Carried.

Intermunicipal Collaboration Committee (ICC) – County of Two Hills No.21

46-22: Gawalko That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of Two Hills No.21** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1360-19.

Carried.

Ukrainian Twinning Committee

47-22: Fenerty That Smoky Lake County appoint Councillors: Linda Fenerty and Lorne Halisky to the **Ukrainian Twinning Committee**, appoint Councillor Jered Serben as alternate member, as per Bylaw No. 1404-21.

Carried.

Community Futures St. Paul – Smoky Lake Region Committee

48-22: Halisky That Smoky Lake County appoint Councillor Linda Fenerty to the **Community Futures St. Paul – Smoky Lake Region Committee**, and appoint Councillor Dan Gawalko as alternate member.

Carried.

AGRICULTURAL SERVICE BOARD:

Agricultural Service Board

49-22: Gawalko That all members of Smoky Lake County Council be appointed to the **Agricultural Service Board**, as required the Agricultural Service Board Act, and as per Smoky Lake County Bylaw No. 1357-19: Agricultural Service Board.

Carried.

Agricultural Issues Advisory Committee

50-22: Serben That the Smoky Lake County Agricultural Service Board Chairperson, Vice-Chairperson, and any other member of Council affected by a specific issue, be appointed to the **Agricultural Issues Advisory Committee**; and the Agricultural Issues Advisory Committee may call for “Public-at-Large” members, when required.

Carried.

Agricultural Service Board Independent Appeal Panel for Weed Control

51-22: Cere That Smoky Lake County re-appoint the Public-at-Large members to the **Agricultural Service Board Independent Appeal Panel for Weed Control**, as per Bylaw 1240-12, as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and Ed Doktor as alternate.

Carried.

Lakeland Agricultural Research Association (LARA)

52-22: Cere That the Smoky Lake County Agricultural Service Board Chairperson be appointed to the **Lakeland Agricultural Research Association (LARA)**; and the Smoky Lake County Agricultural Service Board Vice-Chairperson as alternate; and acknowledge LARA appointed Public-at-Large members from Smoky Lake County: Barb Shapka and Charlie Leskiw.

Carried.

Lakeland Industry & Community Association (LICA)

53-22: Halisky That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Lakeland Industry & Community Association (LICA)** and that Councillor Dan Gawalko be appointed as alternate.

Carried.

RECREATION AND CULTURAL SERVICES:

Northeast Alberta Information Hub Ltd. (AlbertaHUB)

54-22: Cere That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Northeast Alberta Information Hub Ltd. (AlbertaHUB)**; and that Councillor Jered Serben be appointed as alternate.

Carried.

Northern Lights Library System (NLLS)

55-22: Fenerty That Smoky Lake County Councillor Linda Fenerty be appointed as board representative for the four-year term ending in Year 2025, to the **Northern Lights Library System (NLLS)**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee

56-22: Serben That Smoky Lake County Councillor Jered Serben be appointed as member to the **Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

Smoky Lake Agricultural Society

57-22: Serben That Smoky Lake County Councillor Jered Serben be appointed as representative to the **Smoky Lake Agricultural Society**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

Bellis Board of Trade

58-22: Halisky That Smoky Lake County Councillor Lorne Halisky be appointed as representative to the **Bellis Board of Trade**; and Councillor Linda Fenerty be appointed as alternate.

Carried.

RURAL UTILITIES:

Natural Gas Committee

59-22: Gawalko

That all members of Smoky Lake County Council be authorized as the **Natural Gas Committee** to exercise the Rural Gas Act and supplemental Bylaws thereto.

Carried.

Environment and Parks Committee

60-22: Gawalko

That all members of Smoky Lake County Council be authorized as the **Environment and Parks Committee** for the Management of Water, Wastewater and Waste.

Carried.

OATH OF OFFICE - ELECTED OFFICIALS:

Council Covenant, Code of Conduct, and Oath of Confidentiality

61-22: Gawalko

That Smoky Lake County Council acknowledge the Council Covenant, Code of Conduct Acknowledgment, and Oath of Confidentiality, were executed by each respective Council member at the October 27, 2021 Organizational meeting following the Year-2021 Municipal Election.

Carried Unanimously.

ADJOURNMENT:

62-22: Cere

That the Smoky Lake County Organizational Meeting of October 26, 2022, be adjourned, time 10:03 a.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Wednesday, **October 26, 2022** at 10:18 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday, Oct. 26, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

Comm. Officer	Evonne Zukiwski	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Acting Ag. Fieldman	Amanda Kihn	Virtually Present
Bylaw Enforcement	Tate Murphy	Virtually Present
Public	1 Member	Virtually Present
Media	N/A	Absent

2. Agenda:

63-22: Fenerty That the Smoky Lake County Council Meeting Agenda for Wednesday, October 26, 2022, be adopted, as presented.
Carried Unanimously.

3. Minutes:

Minutes of September 20, 2022 - County Council Departmental Operations
64-22: Gawalko That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, September 20, 2022, be adopted as presented.
Carried.

Minutes of September 21, 2022 - County Council Committee of the Whole - Administration
65-22: Serben That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration Meeting** held on Wednesday, September 21, 2022, be adopted as presented.
Carried.

Minutes of September 22, 2022 - County Council
66-22: Serben That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, September 22, 2022, be adopted as presented.
Carried.

4. Request for Decision:

Proposed Changes to Safety Codes Agency Contract Fee Schedule

67-22: Gawalko

That Smoky Lake County approve revisions to the Safety Codes Agency Contract between Smoky Lake County, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau & The Inspections Group Inc., to update the Fee Schedule by making the following changes:

- \$150.00 Extension Fee – Safety Codes Act permits are valid for 1 year from the commencement date. Currently The Inspections Group does not offer extensions, so this would be a way to facilitate them; and
- \$125.00/hour Variance Fee (2 hour minimum) – Variances to the requirements of the Safety Codes Act take additional time to process and incur additional costs for the inspection agency. This fee would allow for The Inspections Group to recoup these costs;

and proceed to execute the revised Safety Codes Agency Contract, with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau & The Inspections Group Inc..

Carried.

2. Agenda:

68-22: Gawalko

That Smoky Lake County Council unanimously agree to amend the meeting agenda for Wednesday, October 26, 2022, with the following:

Additions to the Agenda:

1. Métis Crossing Grand Opening Congratulatory Plaque.
2. Alberta Community Partnership (ACP) Grant Application: Regional Water, Waste Water & Stormwater Service Delivery Infrastructure.

Carried Unanimously.

Bylaw No. 1424-22: Waskatenau & Smoky Lake County Intermunicipal Development Plan

69-22: Cere

That Smoky Lake County **Bylaw No. 1424-22: Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP)**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, and as amended by replacing the word “should” with the word “shall” in the last paragraph under Section 2.5 “The Plan ~~should~~ shall be reviewed every five years from the date on which the Plan comes into effect to ensure that it is still current and meets the needs of the Village of Waskatenau, Smoky Lake County, and the entire Smoky Lake Region.”, be given **SECOND READING**;

Carried.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1424-22: Proposed Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP)**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, and as amended by replacing the word “should” with the word “shall” in the last paragraph under Section 2.5 “The Plan ~~should~~ shall be reviewed every five years from the date on which the Plan comes into effect to ensure that it is still current and meets the needs of the Village of Waskatenau, Smoky Lake County, and the entire Smoky Lake Region.”, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Bylaw No. 1421-22: Waskatenau Intermunicipal Water & Wastewater Servicing Agreement

70-22: Gawalko

That Smoky Lake County **defer** consideration of Bylaw No. 1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54, until further information is acquired by administration to finalize the draft.

Carried.

Roadway License Agreement Application RLA-001-22- Undeveloped Road Plan located on the lands legally described as Plan 2122684, Block 1, Lot 1 (part SW-32-60-15-W4M).

71-22: Halisky

That Smoky Lake County Council approve the Roadway License Agreement application RLA-001-22, with Daniel and Kathy Bittner for the purpose of grazing cattle, on the undeveloped road allowance located on the lands legally described as: Plan 2122684, Block 1, Lot 1 (part SW-32-60-15-W4M) for a Twenty (20) year term: October 26, 2022 expiring October 26, 2042; unless otherwise terminated sooner.

Carried.

One Member of the Public, virtually joined the meeting, time 10:38 a.m.

8. Executive Session:

Policy Statement No. 01-03-28: Organizational Chart

72-22: Cere

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in respect to the Organizational Chart Salary Ranges, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and Executive Services Clerk, time 10:41 a.m.

Carried.

73-22: Cere

That Smoky Lake County Council go out of Executive Session, time 11:27 a.m.

Carried.

Policy Statement No. 01-03-28: Organizational Chart

74-22: Cere

That Smoky Lake County Council **scheduled a workshop** with the Chief Administrative Officer for **Thursday, November 3, 2022 at 1:00 p.m.**, for the purpose of reviewing Policy Statement No. 01-03-28: Organizational Chart, and salary range information in preparation for budget.

Carried.

One Member of the Public, virtually joined the meeting, time 11:36 a.m.

7. Delegation:

Landowner: Gary Macyk

Delegation Gary Macyk was unable to attend the October 26, 2022, Council Meeting.

11:37 to 11:37 a.m.

9. Public Question and Answer Period:

None.

Drive Happiness – Senior Assisted Transportation

75-22: Serben

That Smoky Lake County participate in the “Drive Happiness – Seniors Assisted Transportation Program” as recommended by the Joint Municipalities Committee on September 12, 2022, under motion #JMM-252-22, and become a Community Partner Organization with Drive Happiness, to assist with:

- recruiting volunteers and clients through promotions and information sharing,
 - providing physical space if needed for volunteer training, and
 - if necessary, form completion, scanning, and mailing,
- for the purpose of reducing social isolation and increasing the physical and mental health of older adults and individuals who are experiencing financial barriers or who have restricted mobility, through the volunteer-based assisted transportation program.

Carried.

Bylaw No. 1427-22: Natural Gas Bylaw

76-22: Serben

That Smoky Lake County **Bylaw No. 1427-22: Natural Gas Bylaw**, for the purpose of setting and collecting natural gas rates, fees and charges, be given **FIRST READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1427-22: Natural Gas Bylaw**, for the purpose of setting and collecting natural gas rates, fees and charges, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1427-22: Natural Gas Bylaw**, for the purpose of setting and collecting natural gas rates, fees and charges, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1427-22: Natural Gas Bylaw**, for the purpose of setting and collecting natural gas rates, fees and charges, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Integrated Watershed Management Plans Briefing

77-22: Serben

That Smoky Lake County acknowledge receipt of the new 2022 Beaver River Integrated Watershed Management Plan (IWMP) and the existing 2012 North Saskatchewan River Integrated Watershed Management Plan (IWMP) and publish the same on the County website.

Carried.

Addition to the Agenda (Request for Decisions):

Alberta Community Partnership (ACP) – Grant Applications 2022/2023

78-22: Serben

That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and Village of Vilna, participate in the application of the 2022-2023 Alberta Community Partnership (ACP) Grant for the Project Titled: **‘Regional Water, Waste Water & Stormwater Service Delivery Infrastructure’**, under the “Intermunicipal Collaboration Framework” Component Grant in the amount of \$200,000.00; and approve for the **Town of Smoky Lake to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

Métis Crossing Grand Opening Plaque

79-22: Serben

That Smoky Lake County approve action taken in preparing a plaque for Métis Crossing’s grand opening:



Carried.

5. Issues for Information:

Chief Administrative Officer’s Report

Chief Administrative Officer			
			Report Period: Sept 15, 2022 to Oct 14, 2022
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
<p>Stony Creek/Beaver Dams/Saddle Lake: This request has taken considerable time administratively to review and sort out. Council met with the landowner to discuss the issues of the beaver dams and approved sewage discharges from the Vilna lagoons, which drains directly into this watershed.</p> <p>Project progress:</p> <ul style="list-style-type: none"> • A meeting request by Council to be arranged between the County and Saddle Lake Cree Nation to discuss the issue. A date of November 16, 2022 at 10:00 am was set. • CAO reached to two local retired environmental and water management experts to see if there was interest in providing assistance to the County as the project unfolds. 	<p>Sept 20/22 Sept 25/22</p>		
<p>Gravel Haul Road Agreement: Met with the proponents of a gravel pit to discuss the concerns/complaints from local resident in regard to an amended haul route.</p> <p>Project progress:</p> <ul style="list-style-type: none"> • A letter was prepared from Council to invite the landowner to meet with Council at the October Council Meeting as a delegation. 	<p>Oct 13/22</p>		
<p>Joint Waskatenau Meeting: A meeting was held to discuss the expiration of the IDP and introduce the subject of annexation or revenue sharing.</p> <p>Project progress:</p> <ul style="list-style-type: none"> • The Villages and Town were notified of the expiration clause the IDP’s and the County is working on the proposed Bylaw revision (and joint public hearing) for Waskatenau to remove the expiry term at the Oct 25th (joint) Council meeting and public hearing. • Village of Waskatenau had advised that there were other issues relating the IDP and ICF which they wanted to explore further with the County relating to shared assessment and/or annexation. • Awaiting direction from Vilna and the Town and are hoping to bring the changes back to Council at the December meeting. 	<p>Sept 01/22</p>		

Chief Administrative Officer			
			Report Period: Sept 15, 2022 to Oct 14, 2022
Managers Meetings – Every Monday Morning			Ongoing
<p>Bonnie Lake Resort – The County signed off on the easement agreement for the gas lines.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County executed the consent forms for the registration of the easements. Bascor advised that the Construction Completion inspection will not occur this fall as their work will not be completed. Anticipate that the inspection will occur in late spring/early summer 2023. Bascor is requesting that the County winter blade the roads for customer access through a similar agreement executed last winter. 	<p>Sept 13/22 Oct 10/22 Oct 11/22 Oct 13/22</p>		
<p>Hillside Acres – Evaluation of Public Recreation Area: In the spring of 2021 Administration met with a landowner in Hillside Acres to discuss the lack of recreational opportunities in the subdivision, including beach, park and public boat launch/dock. A group of resident's later presented information at a Council meeting. A project consisting of a conceptual report to evaluate opportunities and costs was listed in the 1st draft of the budget but was one of the budget cuts in the effort to minimize tax increases for 2022.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The conceptual report is in the draft 2023 budget. 			
Departmental Meeting – Departmental/Board Meetings			Sept 20/22
<p>Surface Lease Discussion Managers: A management meeting was held to review, discuss and develop methodologies to address Council concerns in the development of a Surface Lease project.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Administration is currently working on the revision of the language in the policy. Legislative Services is quite backlogged with work and is hoping to have the revision completed for January or February such that lease holders can have adequate time to make decisions as to the lease in the fall of 2023. 	<p>Aug 22/22 Aug 31/22</p>		
<p>Regional Engineering Standards (ACP): Met with team, legal and Admins regarding the project.</p> <p>Project progress:</p>	Ongoing		

Chief Administrative Officer			
			Report Period: Sept 15, 2022 to Oct 14, 2022
<ul style="list-style-type: none"> The Engineer provided a Climate Change strategy program as a value added component to provide insight of the impacts of climate change on infrastructure moving forward. The project is on schedule. 			
<p>Northern Lights RV Park – Ongoing meetings and issues.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County provided the developer notice that the DP application has been deemed complete and are awaiting submission of the required documents as a component of the DP approval process at the MPC. 	Ongoing		
<p>Drive Happiness: Attended a session for the implementation of the program.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County will be proceeding to post information about the program on the County website and social media. 	Ongoing		
<p>Joint Health and Safety Committee Meeting</p> <p>Project progress:</p> <ul style="list-style-type: none"> Nothing tasked to the County CAO. 			Sept 15/22
<p>Ukrainian Twinning Meeting/Kosiv</p> <p>Project progress:</p> <ul style="list-style-type: none"> Nothing tasked to the County CAO. 			Sept 13/22
<p>RCDC/CEDO Meeting</p> <p>Project progress:</p> <ul style="list-style-type: none"> CAO is awaiting the proposed bylaw changes to present to the RCDC from Legislative Services. This project is affected by the extreme backlog within the department. Scheduling for review by the RCDC Committee in January or February meeting Once the Bylaw is completed and adopted by the Committee members, the CEDO Contract would then be prepared for ratification (reflecting any changes). 	Ongoing		

Chief Administrative Officer			
			Report Period: Sept 15, 2022 to Oct 14, 2022
<p>Fire and Rescues Committee Meeting: Review of the TSI report on Implementation.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County adopted the Implementation plan and appointed the CAO, Fire Chief and Deputy Fire Chief to the Administrative Negotiation Committee, as recommended by TSI. Awaiting adoption of the implementation plan by the Town and Villages. Needing to provide TSI with approval to proceed with the 3rd phase of the project – preparation of the Master Plan. 	Ongoing		
<p>Waskatenau Intermunicipal Agreement: This project was initially required as a result of the proposed development along the south side of the Hwy 28 adjacent to Waskatenau. There is a requirement to connect to the municipal services. As the project evolved, it was discovered that there are some County residents and businesses whom have been connected to the water and sewer system for years without having an intermunicipal agreement in place, pursuant to the MGA. The intention is to rectify this situation under one master agreement.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County received revised agreement language and will review with the Village. The intention is to provide a recommendation for ratification at the October Council Meeting. 	Ongoing		
<p>Alberta Counsel – AB Counsel and Council had met on Sept 16, 2022, to discuss the political climate in Alberta and the possibility of having AB Counsel undertake work to assist the County in moving forward County priority projects with the government.</p> <p>There is value to the services that AB Counsel can provide to the County, particularly if they are successful in attaining attention by the Provincial decision makers to agreeing to fund County priorities. This is currently not budgeted, however with 2 months remaining in 2022, the overall impact to ur 2022 budget would be negligible. The program would be required to be budgeted in 2023.</p> <p>Project progress:</p> <ul style="list-style-type: none"> AB Counsel provided a proposal to the County and are awaiting response. <p>Recommendation: That Smoky Lake County....</p>	Ongoing		

Chief Administrative Officer			
			Report Period: Sept 15, 2022 to Oct 14, 2022
<p>Broadband Project: Early in 2022, in conjunction to the announced funding by the Federal and Provincial governments, Council stated a desire to develop a project (or projects) to utilize this funding to provide beter service within the County. Administration suggested that the County could contract the services of a consultant to determine needs within the County (including some periphery partners) and develop a strategy which could be used as the basis for a grant application. Council chose to invite representatives from service providers to speak with Council directly, as it was felt that these representatives would have industry knowledge of our area needs and could best recommend projects.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County sent invitations to all area service providers within the region to speak with Council in June. To date, none have RSVP'd. A representative from Sturgeon County on Sept 21/22 and discussed with Council aspects of their program and challenges. No actions came from that meeting. <p>Recommendation: That Smoky Lake County undertake to extend invitations from services providers again in the hopes of scheduling future meetings with Council to discuss broadband needs, issues and possibly developing projects eligible for the available grant funding in 2023.</p>			
<p>Indigenous Training Workshop: In February 2022, the CAO spoke to Council regarding interest in providing a refresher course pertaining to Indigenous Consultation Training. Council passed to motion to pursue and also offered to include other regional partners. This subject was later discussed at a regional meeting and there was a suggestion to also include Metis and Metis Settlements history as well.</p> <p>Patti has obtained pricing for a workshop and Metis Training.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Administration has obtained pricing for a workshop, albeit, the quotes may be aged as they were obtained late spring/early summer. Administration also acknowledged that there are a number of courses (including conferences) which may be available to elected officials, including the offerings at Indigenous Days and the National Truth and Reconciliation holiday. 	Ongoing		

Chief Administrative Officer			
Report Period: Sept 15, 2022 to Oct 14, 2022			
<ul style="list-style-type: none"> The County did not receive many commitments for participants and at the moment, the project is in a holding pattern. Does Council wish to continue to pursue this initiative or instead encourage our partners to pursue training on their own? 			
HWY 28/63 COMMISSION			
Hwy 28/63 Board meeting			Sept 28/22
WFL Reservoir Legal - AE.	Ongoing		
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
2023 Budget (Admin) Meeting – Several Meetings were held with Department Managers in the preparation of the 2023 operating and capital budgets. A meeting was held with the Finance Manager to review and finalize the proposed Administration and Council budget. Project progress: <ul style="list-style-type: none"> Administration has prepared a draft budget and presentation outlining our capital budget challenges for the next 5 to 10 years. 	Ongoing		
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
Welder: The County welder, after approximately 30 years of service, announced his retirement. This position was approximately 3.5 days per week and the Administration is seeking to replace this individual with dual experience in welding and heavy duty mechanics skills. Project progress: <ul style="list-style-type: none"> Administration is currently advertising for an FTE with welding and heavy equipment mechanic experience to assist with the near constant backlog duties at the County shop in a dual role. 	Ongoing		
COMMUNITY			
Projects	Date In Progress	Date Outstanding	Date Completed
Community Showcase Event – Attended the Community showcase event			Sept 15/22
Metis Crossing – Attended the grand opening of the Metis Crossing.			Sept
Saddle Lake Broadband groundbreaking Ceremony			Sept 09/22
TRAINING			
COUNTY STRATEGIC PLAN			
Strategic Plan: A Strategic Plan is Council's plan for the next 3 years and beyond. It is a critical document for the CAO and Administration to prepare	Ongoing		

Chief Administrative Officer			
Report Period: Sept 15, 2022 to Oct 14, 2022			
<p>plans and budgets. The concept of updating the Strategic Plan was discussed with Council in and January/February 2022. At that time, Council felt it would be best to tackle the issue later in the spring/summer. At that time, 13 Ways had been undertaking some strategic work with the Vilna ACP and submitted a proposal (with separate costs) to:</p> <ul style="list-style-type: none"> Limited Scope: undertake the basis of a strategic plan – planning session and support work. The County would be responsible to draft the plan and undertake the public rollout. Plan delivery, no public rollout: undertake a full scope strategic plan, less public involvement Full Scope w/public rollout. <p>Council chose the limited scope option. On Sept 27 and 28 13 Ways hosted a 2 day session to establish the key areas required for the County Plan.</p> <p>Project progress:</p> <ul style="list-style-type: none"> 13 Ways submitted a draft report of the session. Administration provide to Council for review/comment. To date, no replies have been received. Once the report is reviewed, 13 Ways and the CAO will draft the Strategic Plan, likely for adoption at the December meeting. Council will need to consider the public rollout program. Once adopted, the CAO will then prepare the target/milestone report as well as the financial impact. These will likely be ready for the January or February meeting. 			
Signature: Gene Sobolewski	County Council Meeting: Oct 25, 2022		

Alberta Counsel Request for Proposal

80-22: Halisky That Smoky Lake County request a proposal from Alberta Counsel outlining a refined specific cost to undertake work to assist the County in moving forward County projects with the provincial government, in respect to the following top priorities under provincial jurisdiction:

1. lowering the speed limit, improving intersections, adding passing lanes, and adding turn out lanes, on Highway 28 from hill to hill alongside the Town of Smoky Lake.
2. resurfacing Highway 28 and 857, and highway improvement such as passing and turning lanes,
3. funding the failing, and end-of-life, former provincial bridges within Smoky Lake County,
4. reopening the Smoky Lake Courthouse,

and, once the said proposal is received, approach the Town of Smoky Lake's interest to explore sharing the said cost.

Carried.

Broadband Needs and Issues

81-22: Cere That Smoky Lake County extend invitations to services providers to pursue scheduling a meeting or meetings with Council to discuss broadband needs, issues, and possible projects eligible under any available grant funding in 2023.

Carried.

Indigenous Workshop

82-22: Serben That Smoky Lake County not pursue a regional Indigenous workshop and acknowledge any workshops or training in respect to same may be undertaken by each respective municipality or by individual members at their discretion.

Carried.

Strategic Plan – Council Workshop

83-22: Serben That Smoky Lake County Council review and/or refine the County's draft Strategic Plan based on the sessions held on September 27-28, 2022, facilitated by 13-Ways Inc., at the workshop with the Chief Administrative Officer, scheduled for **Thursday, November 3, 2022 at 1:00 p.m.** to be held in County Council Chambers.

Carried.

Administrative Efficiencies

84-22: Serben That Smoky Lake County's Chief Administrative Officer commence an internal project for the purpose of increasing efficiencies in the day-to-day activities of internal operations to allow employees the ability to complete their assigned tasks in timely manner.

Carried.

County Council Meeting Recessed

The Smoky Lake County Reeve announced the Council Meeting recessed, time 12:49 p.m.

VIRTUAL PUBLIC HEARING:

Bylaw No. 1419-22: to amend Land Use Bylaw, to rezone certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District

1.0 Opening

The Virtual Public Hearing was **called to order at 1:19 p.m.** by the Reeve, Lorne Halisky in the presence of all Council members, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager as well as in the virtual presence of the Planning and Development Manager, Planning Technician, Recording Secretary, Natural Gas Manager, Bylaw Enforcement, Acting Agricultural Fieldman, Communications Officer, and **three members of the public.**

Confirmation was provided by the Planning and Development Manager, that the Public Hearing had been advertised and notice was provided in accordance with the applicable legislation.

The purpose of the hearing was summarized as:

To obtain public input in regard to Bylaw No. 1419-22, a Bylaw amending the Smoky Lake County Land Use Bylaw 1272-14 to rezone certain lands from Agriculture (AG) District, from Victoria Agriculture (A1) District, and from Hamlet General (HG) District to Community and Institutional (P) District.

2.0 Staff Presentation

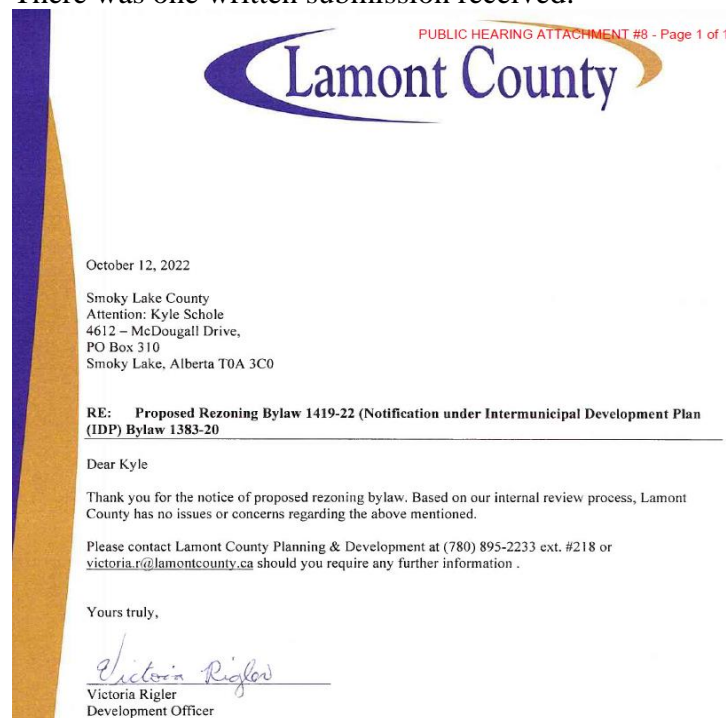
Jordan Ruegg, Planning and Development Manager provided the following information:

BACKGROUND:

- In 2014, Smoky Lake County adopted its current Land Use Bylaw 1272-14. Since then, it has been amended ten (10) times
- The amount of land located proposed to be rezoned totals 70 parcels and approximately 518.85 acres.
- Many of these sites are cemeteries, lagoons, landfills, churches, etc.
- Administration views the proposed amendments as basic housekeeping which adds to the maturity of the Land Use Bylaw and reflects existing realities.
- These changes are generally not intended to restrict or alter current ownership, use, or enjoyment of said Lands.

3.0 Public Presentations Via Written Submissions

There was one written submission received:



4.0 Public Presentations at the Public Hearing

There were no Members of the Public virtually or physically present who requested to speak **in opposition or in support** of proposed **Bylaw No. 1419-22**.

5.0 Questions and Answers

None.

6.0 Closing Remarks

There being no further presentations, the Reeve thanked all the presenters for their comments and the Virtual Public Hearing for the proposed **Bylaw No. 1419-22**, was declared closed, time **1:33 p.m.**

County Council Meeting Reconvened

The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Halisky, time **1:35 p.m.**, in the physical presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, and in the virtual presence of the Planning and Development Manager, Planning Technician, Communications Technician, Natural Gas Manager, Recording Secretary, GIS Operator, and three Members of the Public.

Bylaw No. 1419-22: LUB Amendment to Rezone from AG, HG, and A1 to P and C2 Districts 85-22: Cere

That Smoky Lake County **Bylaw No. 1419-22, a bylaw to amend the Land Use Bylaw, to rezone certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District**, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1419-22, a bylaw to amend the Land Use Bylaw, to rezone certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District**, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement: **August 2022**.

Action List(s)

Action Lists:

- i. County Council Meeting – August 25, 2022.
- ii. County Council Departmental Meeting – September 20, 2022.
- iii. County Council Committee of the Whole for the Purpose of Administration Meeting – September 21, 2022.
- iv. County Council Meeting – September 22, 2022.

Business Arising from the Action Lists

Request for Reallocation of Municipal Stimulus Grant Funds

86-22: Halisky That Smoky Lake County submit a letter to the Minister of Municipal Affairs under the Reeve's signature to **request a reallocation of grant funds provided under the provincial Municipal Stimulus Grant**, which are to be returned in reference to Council's September 22, 2022 Motion #1054-22 (in accordance with the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds), and request the reallocation to be used to complete the Township Road 612 project between Highway 855 and Range Road 174, and also request a deadline extension for completing the project and explain why the project were unable to be completed in Year-2022.

Carried.

Chief Administrative Officer's Report

87-22: Cere That Smoky Lake County's Chief Administrative Officer's report for the period of September 15, 2022 to October 14, 2022, be accepted and filed for information.

Carried.

5. Issues for Information:

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

Brenda Adamson, Finance Manager presented an updated Financial Report for the period ending October 17, 2022.

Property Tax – Write Off

88-22: Gawalko That Smoky Lake County Council approve to write off of property taxes and penalties in the amount of \$1,540.29 on tax roll 54000119 and \$33.61 on tax roll 19600722 as per court order file number 2001-06776 authorizing the sale of said property to Conifer Energy Inc..

Carried.

Family and Community Support Services (FCSS) Grant

89-22: Cere That Smoky Lake County **deny the application** to allocate funding from the 2022 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant to **Vilna School** for their literacy program, as FCSS funding cannot go to duplicate services provided by government or a government agency.

Carried.

Family and Community Support Services (FCSS) Grant

90-22: Halisky That Smoky Lake County **approve** to allocate funding from the 2022 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:

Community Group	Eligibility	Funding
Smoky Lake Seniors Centre	The Drum Circle program to provide an opportunity for seniors to engage with other members of the community, reducing isolation.	\$500.00
Vilna & District Agricultural Society	Volunteer and Community Christmas Supper and Party	\$1,250.00

Royal Canadian Legion	Christmas dinner for individuals or families in the community who will be alone at Christmas	\$300.00
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Carried.

One Member of the Public left the meeting, time 2:08 p.m.

Family School Liaison Worker Program Agreement

91-22: Serben

That Smoky Lake County execute the Agreement with Aspen View Public Schools, Lakeland Roman Catholic Separate School District No. 150, and Village of Waskatenau to fund the Family School Liaison Worker Program.

Carried.

2021 Municipal Indicator Reporting to Municipal Affairs

92-22: Cere

That Smoky Lake County accept as information the 2021 Municipal Indicator Reporting as information and direct administration to provide a response to Municipal Affairs.

Carried.

Finance Manager's Report

93-22: Cere

That Smoky Lake County's Finance Manager's report for the period ending October 17, 2022, be accepted, and filed for information.

Carried.

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

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

Dan Gawalko division one report

October 24, 2022

- September 21 I attended the Bellis/Vilna citizens on patrol meeting no RCMP or wildlife officers attended I gave my county report and forwarded them info on the grant funding for crime which they might team up with rural crime watch to make an application, they discussed their ongoing fund raising also they were looking for a place to store the tents they own, one member had some concerns with speeding through the hamlet of Bellis, the next meeting is in Bellis on November 16, 2022 at 7:00 pm at the curling rink.
- On October 6 I attended the LICA Lakeland Industry and Community Association AGM at Metis Crossing they facilitate all stakeholder voices when addressing issues concerning the environment in our region, Dr. Erin Bayne gave a presentation on species at risk including the woodland caribou, warbler and the Canadian toad, the treasurers report was presented, some of the programs were updated including the beaver river watershed and education and outreach programs, there was an election of some of the directors for 1 and 2 year terms
- For more information please go on the county website.

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

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

For October 2022

From Councillor Linda Fenerty, Division 2

September 23, 2022 – RMA District 5 mtg. – Vermillion – via Zoom

- I attended virtually via Zoom.

October 7, 2022 – Iron Horse ATV Ride – St Paul – Lindbergh

- A group of Board members (14 total) did a tour of the Iron Horse Trail. The trip was very enlightening, with several stops along the way. It was interesting to see the issues (good & bad) firsthand. There is much historical significance in the trail, which was explained by Marianne in the stops made. For further information on The Iron Horse Trail, please download the OuterSpatial app. There are 32 documents which give a brief history of spots between Lindbergh to Warspite/Waskatenau. Special thanks to the Wayne Balash (providing side x sides), Town of St. Paul (buses), and County of St. Paul (trailer quads & side x sides back to St. Paul).

October 17, 2022 – North East Muni-Corr Ltd – St Paul County – via Zoom

- Items discussed: (1) 2022 Iron Horse ATV ride – the ride was a huge success, only comment was the amount of dust. Evelynne & I would like to have the next ride on the east side of the trail (2) Trestle Maintenance Project (timbers are ready, arrangements will be made for pickup in Ashcroft, BC) (3) meetings with municipalities – Town of Smoky Lake is the only muni who hasn't responded, County meeting will be in early January 2023 (4) Riverland Recreational Trail Society – Marvin discussed trail by Lamoureux which leads to old Fort Edmonton site. A tent camp has been set up along the trail. Vicky will bring up at next Council meeting. (5) Bellis Corrals – Dave Franchuk has asked about removal of corrals at Bellis for ease of grass cutting. The posts are rotting, with no plans for replacing. This was approved by motion at the meeting. Next meeting: November 14, 2022 @ 10:00 a.m.

October 19 – 21, 2022 – Recycling Council of Alberta – Jasper

- The theme of the conference was "Somewhere Over the Rainbow". Conference topics included the circular economy and recycling, with key topics including EPR, Circular Economics, Managing Renewable Technologies at End of Life, Reducing Organic Waste and the Latest in Innovation.

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

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

Division 3 Monthly Report
October, 2022

October 3, 2022: Attended the ASCHA North Region meeting, Sherwood Park. Agenda included a Q&A session with Ministry of Seniors and Housing but no one from the Ministry was able to attend. The morning session included a workshop addressing the Transformation Assessment Toolkit which is in place to help with identifying challenges, benefits and risks that organizations may encounter. It was suggested that should any inspections of older buildings need to be done, it is strongly recommended that NDE inspections be completed. The second workshop provided attendees with some information on the new Continuing Care Act. Participants were given a few different scenarios to work through at each table which helped bring some clarity with regards to the new Act. The Housing Digital Service should be in place in the fall of 2023.

Reeve – Division Four Councillor’s Report on various Committees, Boards & Commissions Lorne Halisky – Reeve and Division Four Councillor’s report from various Committees, Boards and Commissions:

September 22, 2022 – Regular Council Meeting, held in Chambers and virtually (all Council in-person)

- Agreed to partner with other municipalities to apply jointly for the 2022-2023 Alberta Community Partnership (ACP) Grant to fund the following projects:
 - 2023 Joint Ortho Photos for GIS,
 - Regional Environmental and Agricultural Sensitivity Study,
 - Regional Indigenous Framework, &
 - Regional Trails and Connectivity Study.
- Gave first reading to Bylaw 1424-22: Proposed Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP) and scheduled a Public Hearing for it on October 25, 2022.
- Approved to advertise the 2022 Tax Sale (see website for current info on what is available).
- Approved \$2,500 of FCSS funding to the Smoky Lake Minor Hockey Association’s Respect in Sports program.
- Agreed unanimously for Council to not receive any Cost of Living (COLA) increment in Year-2023.
- Adopted the Five-Year 2023-2027 Bridge Plan Priority List.
- Approved to not accept any tender bid for the 2022 County Asphalt Paving and agreed to return the provincial Municipal Stimulus Grant funds allocated to the project as required under the terms of the Conditional Grant Agreement.
- Approved to donate a load of gravel to the Smoky Lake Ag Complex.
- Approved to provide \$1,200 to the Smoky Lake Ag Society for their 50th Anniversary celebration Oct. 29, 2022.
- Approved in-kind assistance towards the 31st Annual Pumpkin Fair & Weigh-Off event Oct.1st.
- Approved to purchase the 2023 membership to the North Saskatchewan Watershed Alliance for \$1,230.50.
- Approved in-kind assistance to Vilna School to cultivate their playground sand.

September 22, 2022 – Municipal Planning Commission, held in Chambers and virtually (all Council in-person)

- Deferred DP 024-22: Construction of a Dwelling, Single Detached – Variance Requested to Rear Yard Setback as there was a discrepancy with the dwelling size and the engineers report.

September 23, 2022 – RMA District 5 Meeting, held near Vermillion (Lorne & Dan in-person and Linda, Jered & Dominique virtually)

- Speakers included representatives from: STARS, County of Vermilion River - Natural Gas Filling Station and Conversion of fleet to Natural Gas, and Nurse Practitioner Association of Alberta (NPAA) - Rural Primary Care.
- Received updates from RMA President: Paul McLaughlin, RMA District No. 5 Director: Kevin Wirsta, RMA District No.5 FCM Representative: Robert Parks, Alberta Municipalities Representative – Director Villages East - Jocelyne Lanovaz, and Alberta Municipalities Representative - Director Towns East: Trina Jones.
- Resolutions supported were in respect to: Funding for Nurse Practitioner, Enhanced Wetland Replacement Program, Completion of Alberta’s Remaining Land-use Framework Regional Plans, and Lost Road Closure Files.

September 25, 2022 – Métis Crossing Grand Opening (all Council in-person)

- Celebrated the Grand Opening of both the Cultural Gathering Centre and the Lodge at Métis Crossing.

September 26, 2022 – Highway 28/63 Regional Water Services Commission, held in Chamber (Lorne & Dan in-person)

- Received update from the Manager on legal and other matters, received updates from the Engineer on the Whitefish #128 Twinning & Reservoir (Off Reserve) projects, Regional Water Study and SCADA masterplan, and reviewed the Finance Managers financial reports including the budget to actual and grant spending update.

September 27-28, 2022 – County Strategic Planning Session, held at the Smoky Lake Curling Club (all Council in-person)

- This session was facilitated by 13-Ways Inc., as part of the process in determining the County’s strategic goals and once the process is complete, the finalized plan will be shared publicly.

September 29, 2022 – Council’s CAO Evaluation, held in Chambers (all Council in-person)

- Discussion was held under Executive Session under the authority of the FOIP Act, Section 19: Confidential Evaluation.

October 1, 2022 - 31st Annual Pumpkin Fair & Weigh-Off (Lorne in-person)

- Brought greetings on behalf of Smoky Lake County and participated in the dignitary’s parade.

October 4-6, 2022 – RhPAP Community Health Provider Attraction & Retention Conference, Drayton Valley (Lorne & Dominique in-person)

- The conference facilitated making connections, explored community-based attraction and retention, and educated....

October 11, 2022 – County Agricultural Service Board Meeting, held in Chambers (all Council in-person)

- Approve to re-promote selling the department’s Year-2012, 24’, Enclosed Interstate Trailer, as is, where is.
- Received an update from Lakeland Agricultural Research Association (LARA).
- Approved to make the Animal Control Technician Position permanent.
- Amended the Mowing Program Policy.

October 11, 2022 – County Natural Gas Meeting, held in Chambers (all Council in-person)

- Reviewed Bylaw No. 1332-18: Natural Gas Bylaw.
- Executed the Quality Management Plan (QMP) agreement with the province under section 5 of the Gas Distribution Act for designating Smoky Lake County as the gas utility.
- Amended the Natural Gas Line Damage Charge Policy.
- Amended the Collection of Billings in Arrears Policy.

October 11, 2022 – County Environment & Park Meeting, held in Chambers (all Council in-person)

- Reviewed the departments activities.
- Agreed to draft a bylaw for prohibiting scavenging at County Landfills and Waste Transfer Stations.

October 11, 2022 – County Fire Protective Meeting, held in Chambers (all Council in-person)

- Agreed to proceed with the Phase II: Smoky Lake Regional Fire Services Review.

October 11, 2022 – Council’s CAO Evaluation, held in Chambers (all Council in-person)

- Discussion was held under Executive Session under the authority of the FOIP Act, Section 19: Confidential Evaluation.

October 12, 2022 – Joint Health & Safety Committee Training (Lorne & Dominique in-person)

- Participated in Joint Health & Safety Committee Training:
 - Health and Safety Committee (HSC) and Health and Safety Representative (HSR) training required under legislation, and
 - Formal Workplace Inspections.

October 13, 2022 – 13 WAYS Joint County, Town & Villages Economic Development Session (Lorne, Jered & Dominique virtually)

- This session was facilitated by 13-Ways Inc., as part of the process in determining the Regions economic development.

October 13, 2022 – Elevate Wellness Meeting (Lorne virtually)

- A discussion was held on closing off some of the projects related to recreation trails and lending library items etc.

October 14, 2022 – NE Mayors, Reeves & Indigenous Leaders Caucus held in Lac La Biche (Lorne in-person)

- Held discussion about the Alberta Games, Health Care, Highway 28, Highway 881, Policing, MSI Funding, and the Election and new Premier.

October 17, 2022 – Ukrainian Twinning Meeting, held virtually (Lorne virtually)

- Fundraising Update on the Silent Auction - <https://can.givergy.com/kinetteclub2022>
- Received and update on the virtual Artisan Masterclasses Sept. 10 & 17, 2022
- Received and update on the upcoming Fundraising Dinner Budget, November 18, 2022.

October 17, 2022 – Council Budget Meeting, held in Chambers and virtually (Lorne, Jered, Dan & Dominique in-person, Linda virtually)

- Discussed Legal, Land and Personnel Issues in respect to the Year-2023 Capital and Operating Budget, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.

October 18, 2022 – Council Departmental Operations Meeting (all Council in-person)

- Received report updates from Managers on all Department activities.
- Received presentation from Tammy Spink, Manager Peace Officer Program Re: Peace Officer Program.

October 19-21, 2022 – Recycling Council of Alberta Conference (Dan, Lorne & Linda in-person)

- The conference facilitated making connections, explored zero waste including reduce/reuse/recycle concepts, Government Relations, Circular Economy concept, EPR-Extended Producer Responsibility approved by the GOA including next steps, and Recycling/Reuse in the NewSpace Industry....

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

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

Smoky Lake Agricultural Society, October 11thth

- Discussion regarding the current Operations Supervisor's employment contract. Glenda will continue negotiations with the Operations Supervisor and report back to the board.
- Discussion regarding the Pumpkin Fair
- Thanks was given to the Smoky Lake County for the load of gravel for the parking lot
- Thanks was given to the Smoky Lake County for the \$1200 donation towards the Ag. Society's 50th Anniversary Celebration coming up on October 29th
- Final plans were discussed regarding the 50th Anniversary and tickets for sale were distributed to members to sell.
- 50th Anniversary entails a free family daytime event with a paid dinner and dance and specialty drinks in the evening
- A Casino is booked in Fort McMurray on April 7th, 2023 (Good Friday), volunteers needed

H. A. Kostash School Council, October 5

- Suzanne Lynch from Alberta School Councils' Association presented a governance workshop regarding board governance via zoom

Supplemental Information from Various Committees, Boards and Commissions

94-22: Cere

That Smoky Lake County acknowledge receipt of the following information provided supplementing the Councillors Reports on Various Committees, Boards and Commissions:

- Government Liaison Committee:
 - Minutes of September 16, 2022,
- Vilna /Bellis Citizens on Patrol (COPs):
 - September 2022 Newsletter,
 - Minutes of September 15, 2022,
 - Treasurers Report September 21, 2022,
- LICA Environmental Stewards:
 - 2021-22 Financial Statement,
- Evergreen Regional Waste Management Services Commission:
 - Agenda package from September 15, 2022 including Minutes of August 18, 2022.
 - Feasibility Study for a Material Recovery Facility, dated September 6, 2022.
 - ERWMSC Administration Bylaw No. 12,
 - Budget to Actual Report.
 - Manager Paul Poulin's report on the Alberta CARE conference held on September 6-7, 2022.

Carried.

Vilna / Bellis Citizens on Patrol (C.O.P.) - Letter of Support for Funding

95-22: Gawalko

That Smoky Lake County Council approve action taken in providing a letter of support on September 28, 2022, to the Vilna / Bellis Citizens on Patrol (C.O.P.) for their application for funding to the Alberta Crime Prevention program.

Carried.

Councillors Reports on Various Committees, Boards and Commissions

96-22: Cere

That Smoky Lake County's Reeve Report received for the period of September 22, 2022 to October 21, 2022, be posted to the County's website; and the Councillor's reports received for the period of September 22, 2022 to October 21, 2022, be filed for information.

Carried.

One Member of the Public, virtually joined the meeting, time 2:28 p.m.

6. Correspondence:

Planning 101 Session for Council

97-22: Serben

That Smoky Lake County Council and relevant administration who can attend – attend the Planning 101 session with Jeneane Grundberg from Brownlee LLP, scheduled for November 24, 2022 from 10:00 a.m. to 3:00 p.m. in St. Paul as arranged by County of St. Paul No. 19; and approve to cost share the training event based on the number of participants, in respect to the correspondence received from Sheila Kitz, Chief Administrative Officer, County of St. Paul No. 19, dated September 23, 2022.

Carried.

International Holocaust Remembrance Alliance

98-22: Cere

That Smoky Lake County recognize, endorse, and include in County legislation where applicable, the following International Holocaust Remembrance Alliance's working definition of anti-Semitism: "*Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.*", in response to the letter from the Honourable Tyler Shandro, KC, ECA, Alberta Justice and Solicitor General, dated September 28, 2022.

Carried.

2023 Prime Minister's Awards

99-22: Serben

That Smoky Lake County advertise for self-nominations to the 2023 Prime Minister's Awards for Teaching Excellence, prior to nomination deadline of January 17, 2023, for the purpose of recognizing exceptional elementary and secondary school teachers in all disciplines and to honour them for their remarkable achievements in education and commitment to preparing their students for a digital and innovation-based economy.

Carried.

2020 East Central Alberta Disaster Recovery Program (DRP) – Summary

100-22: Fenerty

That Smoky Lake County acknowledge receipt of the correspondence from Wendy Bryson, Manager, Community Recovery Services, Alberta Emergency Management Agency, Alberta Government, dated July 22, 2022, announcing the County's total claim in the amount of \$143,969.27 under the 2020 East Central Alberta Disaster Recovery Program (DRP) is eligible and payment of same is forthcoming.

Carried.

Remembrance Day Ceremony Wreaths

101-22: Serben

That Smoky Lake County donate funds to **both Royal Canadian Legions**: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in the amount of **\$200.00 each**, towards the Remembrance Day Ceremony wreaths and approve the Reeve (or designate) to place a wreath at the ceremony being held in the Town of Smoky Lake, and approve the Councillor from Division 5 (or designate) to place a wreath at the ceremony being held in the Village of Waskatenau.

Carried.

Vilna and District Municipal Library – Request for Donation

102-22: Serben

That Smoky Lake County **take no action** to the correspondence from Rebeka Harakal, Library Manager, Vilna and District Municipal Library, dated October 2, 2022, requesting a donation in the amount of \$500.00 towards Halloween treat bags for their haunted house event, as this is not within the mandate of County Councils Policy Statement No. 01-14-05: Contributions to Non-Profit Organizational and Individuals.

Carried.

Métis Crossing Solar Ltd. Update

103-22: Cere

That Smoky Lake County acknowledge receipt of the correspondence from Dylan Grove, IBI Group, on behalf of Métis Crossing Solar Ltd., dated October 5, 2022, in respect to the Metis Crossing Solar Ltd.'s supply-chain issue delay of the project involving the installation of PV panels, panel racking and infrastructure systems, several transformer inverter stations, an electrical collection system and interconnection infrastructure required to connect to the Alberta Interconnected Electric System (AIES).

Carried.

Go East Regional Tourism Organization Annual General Meeting & 10th Anniversary

104-22: Serben That Smoky Lake County Council who can attend – attend the Go East Regional Tourism Organization Annual General Meeting & 10th Anniversary Special Event, scheduled for November 2, 2022, to be held at Métis Crossing; and approve action taken by administration in registering Council to attend prior to the October 24, 2022 registration deadline.

Carried.

Elevate Wellness – Request for In-Kind Assistance

105-22: Serben That Smoky Lake County Council approve to provide in-kind assistance manpower and equipment to Elevate Wellness for the purpose of mulching a natural surface trail located near the Smoky Lake Agricultural Complex and RV Park, within the Town of Smoky Lake, in response to the letter received from Michelle Wright, Trail Experience Lead, Elevate Wellness, dated October 13, 2022.

Carried.

World Town Planning Day Event

106-22: Fenerty That Smoky Lake County Council and relevant administration who can attend – attend the World Town Planning Day Event, scheduled for November 2, 2022 from 10:00 a.m. to 3:30 p.m., hosted by County of St. Paul, to be held virtually.

Carried.

Kinette Club of Smoky Lake – Request for Donation for 12 days of Christmas

107-22: Gawalko That Smoky Lake County provide promotional items up to a value in the amount of \$200.00 to the Kinette Club of Smoky Lake for their “12 days of Christmas” raffle raising funds for their skatepark project, in response to the letter received from Tanya Trenchuk, Vice President, Ashley Losier, President, Kinette Club of Smoky Lake, dated October 14, 2022.

Carried.

Kountry Kennel Caretaker

108-22: Gawalko That Smoky Lake County accept the termination of the County Dog Shelter Caretaker Service Agreement from Kountry Kennel c/o Diana Bochar, as per letter received October 18, 2022.

Carried.

Smoky Lake Senior Citizens Club

109-22: Cere That Smoky Lake County **take no action** to the correspondence from Vern Billey, President, Smoky Lake Senior Citizens Club, dated October 14, 2022, requesting financial assistance to recover 100 chair seat cushions at the Smoky Lake Senior Citizens Club; and recommend the Club bring the request forward in the first quarter of 2023 for Council’s consideration.

Carried.

8. Executive Session:

Legal Issue: Dog Control

110-22: Serben That Smoky Lake County Council go into Executive Session to discuss a Legal Issue in respect to the Dog Control, under the authority of FOIP Act: Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer, Finance Manager, Acting Agricultural Fieldman, Bylaw Enforcement, and Executive Services Clerk, time 3:11 p.m.

Carried.

111-22: Serben That Smoky Lake County Council go out of Executive Session, time 3:35 p.m.
Carried.

Dog Control Bylaw

112-22: Serben That Smoky Lake County Bylaw No. 1344-19: Dog Control, be brought forward for review at the December 14, 2022, County Council Regular Meeting.
Carried.

9. Information Release:

Monthly Release of Information and Thank You Correspondence

113-22: Gawalko That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, during the months of August/September 2022, be filed for information:

- R59-22: RMA: Contact Newsletter: September 16, 2022.
- R60-22: RMA: Contact Newsletter: September 23, 2022.
- R61-22: Aspen View Board Highlights –September 8, 2022.
- R62-22: RMA: Contact Newsletter: September 30, 2022.
- R63-22: UCC Alberta – E-Bulletin: September 29, 2022.
- R64-22: RMA: Contact Newsletter: October 7, 2022.
- R65-22: UCC Alberta – E-Bulletin: October 13, 2022.
- R66-22: RMA: Contact Newsletter: October 14, 2022.

And acknowledge the “Thank You” correspondence received from:

- Vilna Bellis Citizens On Patrol (C.O.P.), thank you for putting up signs.

Carried.

10. Bills & Accounts:

114-22: Gawalko That all the Smoky Lake County Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, and including transfers to the Payroll Account, as follows, be filed for information:

County Council Meeting: October 26, 2022

Batch #	Cheque Numbers	Total of Batch
PMCHQ054	52597 to 52614	\$39,976.32
PMCHQ055	52615 to 52616	\$861.00
PMCHQ057	52617 to 52639	\$193,103.49
N/A	52640 to 52650	\$171,550.28
PMCHQ061	52651 to 52672	\$42,585.90
PMCHQ062	52673	\$22,605.38
PMCHQ064	52674 to 52683	\$8,336.51
Total Cheques from 52597 TO 52683		\$479,018.88

Batch #	EFT Numbers	Total of Batch
220923	351 to 363	\$171,147.00
220925	364 to 374	\$40,798.88
221006	375 to 388	\$36,737.41
221012	389 to 394	\$50,844.47
Total EFTs from 351 to 394		\$299,527.76

Direct Debit Register

Batch #	Description	Total of Batch
PMVPY 021	My HAS	\$110.50
Total Direct Debits		\$110.50

Grand Total Bills and Accounts (Note: From General Account)	\$778,657.14
-----------------------------------------------------------------------	---------------------

Carried.

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

Schedule - County Council Departmental Operations Meeting

115-22: Cere

That the next Smoky Lake County Council Departmental Operations Meetings be scheduled for Tuesday, **November 15, 2022, at 9:00 a.m., Tuesday, December 13, 2022, at 9:00 a.m., and Tuesday, January 24, 2023, at 9:00 a.m.**, and to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Schedule County Council Regular & Meeting

116-22: Cere

That the next Smoky Lake County Council Meetings, be scheduled for **Wednesday, December 14, 2022, at 9:00 a.m., and Thursday, January 26, 2023 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:

117-22: Cere

That the Smoky Lake County Council Meeting of October 26, 2022, be adjourned, time 3:37 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Departmental Operations Meeting** held on **Tuesday, November 15, 2022**, at 9:12 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Tuesday, Nov. 15, 2022</u>		
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Public Works Foreman	Bob Novosiwsky	Absent
Public Works Manager	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present
GIS Operator	Carole Dowhaniuk	Absent
Acting. Ag Fieldman	Amanda Kihn	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Environment & Parks Manager	Dave Franchuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Bylaw Enforcement	Tate Murphy	Virtually Present

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

2. Agenda:

118-22: Serben

That the Smoky Lake County Council Departmental Operations Meeting Agenda for Tuesday, November 15, 2022, be adopted as amended:

Addition to the Agenda:

1. Request to Improve the Quality of Range Road 124, North of Highway 28.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

Sale of Surplus Capital Equipment Unit 454 24' Enclosed Interstate Trailer

119-22: Gawalko

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.

Carried.

Bridge Files: BF78004 and BF77862 Rehabilitation Add-On

120-22: Serben

That Smoky Lake County Council approve the Change Order #1, dated October 22, 2022, to Formula Alberta Ltd.'s existing contract (which was awarded under Strategic Transportation Infrastructure Program (STIP) funding), for escalation costs not covered by STIP to repair the bridges identified under Bridge Files: BF78004 (NE-31-58-19-W4) and BF77862 (SW-06-59-18-W4), in the amount of \$64,729.00 not including GST, to be allocated from the Capital Reserve.

Carried.

BF78004 and BF77862 Rehabilitation Add-On Request for Funding

121-22: Serben

That Smoky Lake County write a letter to the Minister of Transportation and Minister of Municipal Affairs requesting additional Strategic Transportation Infrastructure Program (STIP) funding for the unfunded escalation costs in the amount of \$64,729.00, to complete the repairs to the bridges identified under Bridge Files: BF78004 (NE-31-58-19-W4) and BF77862 (SW-06-59-18-W4).

Carried.

5. Issues for Information:

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

Addition to the Agenda:

Request to Improve the Quality of Range Road 124, North of Highway 28

122-22: Gawalko

That Smoky Lake County acknowledge receipt of the document signed by 25 people, dated October, 2022, received on November 15, 2022, requesting the County "Make lasting road repairs and return Range Road 124 North of Highway 28 to the St. Paul line to a standard that it was prior to removing the hard top surface."; and acknowledge the document does not qualify to be considered a "petition" as per the definition under the Municipal Government Act, Section 219 (1).

Carried.

Range Road 124 North of Highway 28

123-22: Gawalko

That Smoky Lake County continue to maintain Range Road 124 North of Highway 28 with MG30 stabilization with a 75% road band; and, due to budget restrictions and funding hardships, **take no action** to the document signed by 25 people, dated October, 2022, received on November 15, 2022, requesting the County "Make lasting road repairs and return Range Road 124 North of Highway 28 to the St. Paul line to a standard that it was prior to removing the hard top surface.".

Carried.

Reallocation of Funding Request to Range Road 174 between Township Road 612 and 610

124-22: Serben

That Smoky Lake County write a letter to the Minister of Municipal Affairs to request a reallocation of grant funding:

- **from** the 2022 Road Project #P2215: described as paving of **Range Road 181, between Township Road 604 and 605**, which would then allow for the said Range Road to remain as an MG30 stabilized road;
- **to** a 2023 Road Project described as paving **Township Road 612 between Highway 855 to Range Road 174**, for the purpose of building a solid paved structure allowing for heavy oil field traffic, allowing for safer travel and eliminating the need for dust control applied 3 times per year in front of 5 residents.

Carried.

Doug Ponich, Public Works Manager, virtually left the meeting, time 10:08 a.m.

Mark Fedoretz, Public Works Shop Foreman, virtually left the meeting, time 10:11 a.m.

Bylaw Enforcement:

Alberta Sustainable Resource Development's Lands Division - Lease Land Fencing

125-22: Serben

That Smoky Lake County write a letter to Alberta Sustainable Resource Development's Lands Division, to request their attention to a public safety concern in respect to cattle at large due to the lack of fence maintenance and/or poor quality of fencing along privately leased provincial lands, in particular along Highway 822.

Carried.

Communications Officer:

Micro-Website Discontinuation – Regional Community Development Committee (RCDC)

126-22: Serben

That Smoky Lake County acknowledge and approve the email notice from Michelle Wright, Community Economic Development Officer, dated November 10, 2022, to discontinue the Regional Community Development Committee (RCDC)'s use of the AllNet basic micro-website through the County's website.

Carried.

Micro-Website Discontinuation – Smoky Lake Region Chamber of Commerce

127-22: Fenerty

That Smoky Lake County acknowledge and approve the email notice from Michelle Wright, Community Economic Development Officer, dated November 10, 2022, to discontinue the Smoky Lake Region Chamber of Commerce's use of the AllNet basic micro-website through the County's website.

Carried.

Micro-Website Discontinuation – The Kinette Club of Smoky Lake

128-22: Cere

That Smoky Lake County acknowledge and approve the email notice from Ashley Losier, The Kinette Club of Smoky Lake, dated November 10, 2022, to discontinue the Kinette Club of Smoky Lake's use of the AllNet basic micro-website through the County's website.

Carried.

Managers Reports

129-22: Serben

That the Smoky Lake County manager and department reports received for the period of September 16, 2022, to November 8, 2022, from the Public Works Manager, Public Works Shop Foreman, Planning and Development Manager, Loss Prevention Coordinator, Natural Gas Manager, Environment & Parks Manager, Agricultural Fieldman, Fire Chief, GIS Operator, and Communications Technician, be accepted as presented and filed for information.

Carried.

Training Events – Reports to Council

130-22: Cere

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

Environment & Parks:

- AWWOA Workshop – Responding to Watermain Breaks, taken by Dave Franchuk, on October 5-6, 2022;
- AMHSA – Joint Health & Safety Committee and Health Representatives training, taken by Dave Franchuk, on October 12, 2022; and
- AMHSA – Formal Workplace Inspections, taken by Dave Franchuk, on October 12, 2022.

Carried.

7. Delegation:

No Delegation.

8. Executive Session:

Adjournment:

131-22: Gawalko

That the Smoky Lake County Council Meeting for the purpose of Departmental Operations of November 15, 2022, be adjourned, time 11:40 a.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held on Tuesday, **November 15, 2022** starting at 1:07 P.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Nov. 15, 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	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Trevor Tychkowsky – Loss Prevention Coordinator	Virtually Present
Jordan Ruegg – Planning & Dev. Manager	Virtually Present
Kyle Schole – Planning Technician	Virtually Present
Amanda Kihn – Acting Ag. Fieldman	Virtually Present
Dave Franchuk – Enviro. & Parks Manager	Present in Chambers
Daniel Moric – Natural Gas Manager	Virtually Present
Evonne Zukiwski – Communications Officer	Virtually Present
Doug Ponich – Public Works Manager	Present in Chambers
Mark Fedoretz – Shop Foreman	Present in Chambers
Scott Franchuk – Fire Chief	Present in Chambers
Tate Murphy – Bylaw Enforcement	Virtually Present

Others in attendance:

No Members of the Media were in attendance.
No Members of the Public were in attendance.

2. Agenda:

132-22: Gawalko

That the Smoky Lake County Council Budget Meeting Agenda for Tuesday, November 15, 2022, be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

Schedule a County Council Budget Meeting

133-22: Cere

That the next Smoky Lake County Council Budget Meeting, be scheduled for **Tuesday, December 6, 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.

Reschedule – Public Participation Open House for Year-2023 Budget

134-22: Serben

That Smoky Lake County's virtual Open House scheduled for Thursday, November 24, 2022 at 7:00 p.m., **be rescheduled to Tuesday, December 13, 2022 at 7:00 p.m.**, for the purpose of receiving public input in respect to the Year-2023 Budget as part of the Public Participation process under Policy Statement No. 01-51-01: Public Participation.

Carried.

5. Issues for Information:

No Issues for Information.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Adjournment:

135-22: Cere

That the Smoky Lake County Council Budget Meeting of November 15, 2022, be adjourned, time 1:09 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Administration of Thursday, November 17, 2022 at 1:11 P.M.** held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Nov. 17, 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
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
CEDO	Michelle Wright	Virtually Present

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

Delegation: Heather Starosielski, Business Development Manager, MCSnet, was present in Council Chambers.

2. Agenda:

136-22: Fenerty

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, of November 17, 2022, be adopted, as presented.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

No Request for Decision.

5. Issues for Information:

No Issues for Information.

6. Correspondence:

No Correspondence.

7. Delegation:

MCSnet - Broadband

Present before Council from 1:12 p.m. to 2:26 p.m., was Heather Starosielski, Business Development Manager, MCSnet., to discuss MCSnet's broadband strategies with Council under Executive Session.

8. Executive Session:

MCSnet -Broadband

137-22: Gawalko

That Smoky Lake County Council go into Executive Session, to discuss a Legal Issue in respect to MCSnet's broadband strategies, under the authority of the FOIP Act, Section 16: Third Party Business Interests, with the Delegation: Heather Starosielski, Business Development Manager, MCSnet, in the presence of all Council, Chief Administrative Officer, and in the virtual presence of the Assistant Chief Administrative Officer, Finance Manager, Planning & Development Officer, Executive Services Clerk, and, Community Economic Development Officer, time 1:12 p.m..

Carried.

138-22: Fenerty

That Smoky Lake County Council go out of Executive Session, time 2:26 p.m..

Carried.

Michelle Wright, Smoky Lake Region's Community Economic Development Officer, virtually left the meeting, time 2:38 p.m.

ADJOURNMENT

139-22: Cere

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting of November 17, 2022, be adjourned, time 2:46 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **Special County Council Meeting** held on Thursday, **November 17, 2022** at 2:47 P.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology: Zoom Meeting.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Nov. 17, 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
Executive Services /R.S.	Patti Priest	Virtually Present
Bylaw Enforcement	Tate Murphy	Present in Chambers
Finance Manager	Brenda Adamson	Virtually Present

Eric Pybus, Sales Representative, Grant Miller Chevrolet Buick GMC Ltd., was present as an information resource.

WAIVER NOTICE

County Councillors signed a “Waiver Notice” as per accompanying attendance sheet, and displayed below:

SMOKY LAKE COUNTY

WAIVER NOTICE of a Special Meeting of the County Council
of the Smoky Lake County called under authority of
Section 194 of the Municipal Government Act

We, the undersigned members of the County Council of Smoky Lake County, hereby Waive Notice of a Special Meeting of the County Council to be held virtually through Zoom:
<https://us02web.zoom.us/j/87633692952?pwd=eGdPMlEtuMUvYlAxSzZzSmc0RDpUUT09>
Meeting ID: 876 3369 2952 Passcode: 182167

And in Smoky Lake County Council Chambers on Thursday, **November 17, 2022**, commencing at **2:00 P.M.**, to hold a Special County Council Meeting for the purpose of discussing and acting on a:

1. Request for Decision: Unbudgeted Capital expenditure in the amount of \$69,568.25 plus GST to be funded from the Capital Reserve, to purchase a Year-2022 GMC Sierra 1500 SLT 4WD crew cab pickup truck with a 5.3L V8 engine, VIN: 3GTUUEDXNG625128 from Grant Miller GMC, Smoky Lake, for the County Peace Officer.

COUNCILLOR:	SIGNATURE	DATE
Dan Gawalko		November 17, 2022
Linda Fenerty		November 17, 2022
Dominique Cere		November 17, 2022
Lorne Halisky		November 17, 2022
Jered Serben		November 17, 2022

Agenda as per Waiver:

140-22: Cere

That the Smoky Lake County Agenda as listed on the “Waiver Notice” for Thursday, November 17, 2022, Special Council Meeting be adopted as presented for the purpose of discussing and acting on an unbudgeted Capital Expense: Year-2022 GMC Sierra 1500 SLT 4WD Crew Cab Pickup Truck for Peace Officer.

Carried Unanimously.

Request for Decision:

Unbudgeted Capital Expense - Year-2022 GMC Sierra for the Peace Officer

141-22: Gawalko That Smoky Lake County Council approve the unbudgeted expenditure in the amount up to \$69,568.25 plus GST, funded from the General Capital Reserve, to purchase a Year-2022 GMC Sierra 1500 SLT 4WD crew cab pickup truck with a 5.3L V8 engine, VIN: 3GTUUEDXNG625128, from Grant Miller Chevrolet Buick GMC Ltd. of Smoky Lake, for the County Peace Officer.

Carried.

Adjournment:

142-22: Serben That the Smoky Lake County Special Council Meeting of Thursday, November 17, 2022, be adjourned, time 3:30 p.m..

Carried.

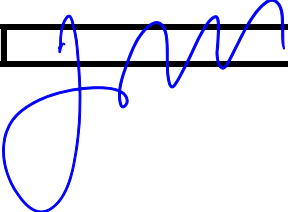
REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION		DATE	December 14, 2022,	4.1
TOPIC	Proposed Village of Vilna and Smoky Lake County Intermunicipal Development Plan (IDP) Bylaw 1425-22.			
PROPOSAL	<p><i>That Smoky Lake County give First Reading to Bylaw 1425-22 and schedule and advertise a Joint Public Hearing with the Village of Vilna for Q1 2023.</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • Smoky Lake County and the Village of Vilna first adopted an Intermunicipal Development Plan (IDP) in 2016. <ul style="list-style-type: none"> ○ Municipal Planning Services (MPS) assisted the Village/County in completing the project at that time. ○ <u>This original bylaw had a sunset clause</u> which means that because the was not renewed by resolution of both Councils within 5 years from its adoption, the bylaw <u>has now (inadvertently) been allowed to expire as of May 2022.</u> <ul style="list-style-type: none"> ▪ <i>This is also the case with the IDP for the Village of Vilna, which expired in May 2022, which County Administration is also working to update and replace.</i> ▪ <i>The Town of Smoky Lake IDP was renewed by Resolutions of both Councils in September 2021. Nevertheless, County Administration is also working to update and replace this bylaw.</i> • Administration has reviewed the expired bylaw for possible updates. <ul style="list-style-type: none"> ○ Some of these changes are incorporated here, and more are anticipated to me proposed prior to Third Reading. • Slight changes have been made, such as removing the sunset clause, updating historical context, and goals so that they align with current strategic plans, and some maps. • If First Reading is given by County Council, a Public Hearing must be held before the bylaw can be considered for adoption. Administration is proposing to hold this Public Hearing jointly with the Village. <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Proposed Bylaw 1425-22: Village of Vilna and Smoky Lake County Intermunicipal Development Plan (IDP). Attachment 1 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<u>Alberta Municipal Government Act</u>	
BENEFITS	<ul style="list-style-type: none"> • A coordinated future land use planning approach within the policy area. 		
DISADVANTAGES	<ul style="list-style-type: none"> • Staff time 		
ALTERNATIVES	<ul style="list-style-type: none"> • Defer or take no action 		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	<u>Public Hearing & Ad</u>	Capital Costs:	_____
Budget Available:	_____	Source of Funds:	<u>P&D</u>
Budgeted Costs:	_____	Unbudgeted Costs:	_____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Relationship with Village of Vilna. 		
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Advertise in newsprint, Public Notice on website. 		
RECOMMENDATION			
<p>That Smoky Lake County give FIRST Reading to Bylaw 1425-22, and schedule and advertise a Joint Public Hearing with the Village of Vilna in Q1 of 2023.</p>			
CHIEF ADMINISTRATIVE OFFICER			

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1425-22**

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

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

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

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

1. This Bylaw takes effect upon Third Reading by both Councils.
2. Smoky Lake County & the Village of Vilna Intermunicipal Development Plan is attached hereto as **Schedule "A"** to this Bylaw is hereby adopted.
3. This Bylaw may be cited as "Smoky Lake County & the Village of Vilna Intermunicipal Development Plan".
4. If any portion of this Bylaw is found to be invalid, the remaining portions remain in effect.
5. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c. M-26, as amended.

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

READ a First Time this ____ day of _____, **AD 20**__.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

READ a Second Time this _____ day of _____, **AD 20**__.

READ a Third and Final Time this _____ day of _____, **AD 20**__ and finally passed by Council.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER



Style Definition: TOC 1

Village of Vilna + Smoky Lake County
Intermunicipal Development Plan (IDP) Bylaw #1425-22

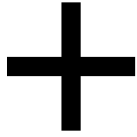


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1 Interpretation

1.1 Definitions

1. **Area Structure Plan** is a statutory plan that establishes the general planning framework for future subdivision and development of an area of undeveloped land.
2. **Building** includes anything, whether temporary or permanent, constructed or placed on, in, over, or under land but does not include a highway or road or a bridge forming part of a highway or road;
3. **Confined Feeding Operation** means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds. Confined Feeding Operations are regulated under the Agricultural Operation Practices Act (AOPA) in Alberta.

4. **Country Residential** means any development located in a rural area which is situated on a lot used solely for private residential purposes and accessory uses and is not connected to municipal sewer and water services. The dwelling unit may be occupied permanently or seasonally;

4-5. **Development** means:

- a. an excavation or stockpile and the creation of either of them, or
- b. a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
- c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
- d. a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;

5-6. **Development Authority** means the Development Authority established by the Village of Vilna and the Smoky Lake County Development Authority Bylaws;



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~~6-7.~~ **Environmental Reserve** means land considered undevelopable because of its natural features or location (e.g., unstable slopes, shoreline areas, etc.) that is dedicated to the municipality at the time of subdivision by the landowner, as provided for in the Municipal Government Act;

~~8.~~ **Environmental Reserve Easement** is an easement that is registered on the title of a parcel of land in favour of the municipality for the purpose of the protection and enhancement of the environment;

~~7-9.~~ **Extensive Agriculture** means the use of land or buildings, including the first dwelling or manufactured home, an agricultural operation which require large tracts of land (usually in the order of 80 ac. (32.4 ha.) or more). This use may include the outdoor cultivation of industrial hemp, but does not include intensive agriculture, cannabis production and distribution, or a confined feeding operation which requires either a registration or an approval under Part 2 of the Agricultural Operations Practices Act, R.S.A. 2000, c. A-7, as amended or replaced;

~~8-10.~~ **Farmstead** means the currently inhabited or formerly inhabited residence or other improvements connected with a farm or an intensive agricultural use. Farmstead also includes a currently vacant site, which is intended to be used as a country residence;

~~11.~~ **Fragmented Parcel** means a parcel of land or a part of a parcel of land that is separated from the balance of the parcel of land by a natural barrier such as a river or coulee, or by a physical barrier such as a road, railroad, or highway;

~~9-12.~~ **Intensive Agriculture** means an agricultural operation which raises crops on a land-intensive basis. Intensive agriculture includes, greenhouses, silviculture and sod farms, but does not include confined feeding operations cannabis production and distribution or industrial hemp production and distribution facilities;

~~10-13.~~ **Multi-lot Country Residential Development** means any subdivision, which will create five (5) or more country residential or farmstead lots on a quarter section.

~~11-14.~~ **Municipal Reserve** is land (or cash-in-lieu of land, or both) dedicated by a landowner to the municipality at the time of subdivision for the purpose of providing parks, recreation facilities and school sites as provided for in the Municipal Government Act;

12,15. **Public Utility** means a public utility, as defined in the Act. More specifically, a public utility means:

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





2 Introduction

2.1 Purpose

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

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

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

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

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

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



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

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

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

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

2.2 Approach

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

This approach takes into account both the past and present human and physical environments. Considering where the community has been, where it is presently and where it wants to go enables both municipalities to set in place a plan for how



to reach their desired destination. This approach to planning assumes that the plan’s policies and subsequent decisions will be based on careful consideration of environmental information, stakeholder interests and municipal goals and objectives. This approach offers communities the opportunity to provide widely-accepted and lasting solutions to development and land use management issues.

2.3 Goals

The goals of this plan are to assist the Village and the County achieve the following short and ~~long-long~~-term benefits:

Short Term Benefits

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

Long Term Benefits

- The development and implementation of a regional framework that strengthens regional collaboration and integrated regional service delivery models to increase efficiencies and provide a stronger, more unified approach to addressing the issues identified as important to community members within the Smoky Lake Region.
- Increased business/investment attraction “presence” throughout the Smoky Lake Region.

- Improved business retention, growth, and business attraction throughout the region.
- Improved regional fiscal and financial sustainability.
- Increased opportunities for leveraging regional strengths into regional competitive advantages.

Introduction





2.4 Enactment

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

2.5 Duration

This plan will establish, in general terms, the general land use patterns, together with the conditions upon which the provision of municipal services may occur in the subject area, and mutually agreed policy directions for the next 25 years following the adoption of the plan. While this plan is meant to be a ~~long-long~~-range planning document, it is intended that regular monitoring, review, and periodic amendments may be required for policies in the plan to remain current with changing development trends and growth within the region.

A process for amending the plan has been established as a part of this plan.

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

2.6 Enabling Legislation

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

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

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

(2) Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving

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written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).

(8) An intermunicipal development plan

(a) must address

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

(b) must include

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

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

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

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

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

~~(1) — An intermunicipal development plan~~

~~(a) — may provide for;~~

~~(i) — the future land use within the area,~~

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

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

~~and~~

~~(b) — must include~~

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

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

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

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

2.7 Subject Area Boundary

The area of the Village of Vilna and Smoky Lake County to which this plan applies is identified on **Map 5.1 – Future Land Use Concept**.

2.8 Subject Area Profile

Location and History

The Village of Vilna is located approximately 150 km north-east of the City of Edmonton, approximately 120 km north-east of the Alberta’s Industrial Heartland area, and approximately 140 km west of Cold Lake.



The Vilna District was opened in 1907 by an influx of mostly Central European homesteaders and squatters. When the Canadian Northern and Grand Trunk Pacific Railways began to expand their lines west and north of Edmonton, the local homesteaders and early settlers were promised a railroad that would serve the area north of the North Saskatchewan River. As predetermined by an earlier survey, the current village site was set aside at Mile 90.

The Canadian National Railway had completed laying the rail through the district in 1919. That same year, the post office was moved two miles to the present site of Vilna and a general store was built. Almost at once, a hamlet grew up around it. To capitalize on the social and economic climates, a hardware store, bank, butcher shop, hotel, post office, apartment and rooming house, pool hall and dance hall and four stores and shops were open for business by 1920.

On June 13, 1923 Vilna was incorporated as a village. Today it remains a progressive community with many modern amenities as it capitalizes on its location on a major transportation artery and its large trading area for resort communities and nearby First Nation reserves. The geographic location of the Village has granted Vilna and its merchants an impressive degree of viability and sustainability for over 75 years.

Environmental Characteristics

The Village of Vilna is in a generally flat area of Smoky Lake County, approximately two kilometres from the western shores of Bonnie Lake. Surrounding Bonnie Lake are regionally and provincially significant environmentally significant areas, as well as several smaller water bodies, water courses, and wetlands. Soils surrounding the Village of Vilna have little to moderate limitations to agricultural production.

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

Transportation

- The IDP area encompasses provincial Highway 28, which travels generally east/west.
- The Village of Vilna is bounded by Highway 28 to its south, County Township Road 594 to its north, and Village Range Road 135 to its west.
- The multi-use Iron Horse Trail also transects through the Village, along the former CN Rail lands.

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- Generally, the County-managed roads within the plan area are maintained to a gravel/rural standard, and/or in accordance with County road policies.

Existing Land Uses

Within the Village and the surrounding area are a variety of planned land uses. Residential development in the Village of Vilna primarily consists of ~~low density, single family~~ low-density, single-family dwellings. Residential development adjacent to the Village consists of country residential style housing, on acreage-style lots and in association with agricultural operations. Portions of the subject area adjacent to Bonnie Lake include multi-lot country residential developments and seasonal residential uses.

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

Recreational and community use developments in the Village and the surrounding County lands include parks and recreational spaces, churches, and a campground and golf course development at Bonnie Lake.

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

Information about the soil capability and local features within the plan area is included in Appendix A for information. This information was analyzed to determine the suitability of future land uses within the plan area.

Municipal Services

The Village of Vilna provides municipal water services to ~~the majority of~~ most of the community, via the regional water line which extends through the County. The Village is serviced by sewage treatment facilities both within and outside the municipality. A lift station with initial treatment capabilities inside the Village directs sewage to the lagoon located just outside of the Village's municipal boundaries. Residential and commercial developments within the Village portion of the subject area utilize onsite water and sanitary services. Some roadways within the Village are developed to an urban standard (paved with sidewalks).

A wide variety of 'soft' services exist within the Village and the subject area, including: churches, the Vilna & District Cultural Centre, a library, a senior's drop-in centre, schools, a regional volunteer fire department, registered historic



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properties, a variety of recreational facilities, trail networks, and a campground and golf course.

2.9 Public Consultation

Public Open House #1

A public open house was held on January 20, 2014 at the Vilna & District Cultural Centre. The purpose of this meeting was to inform local residents and stakeholders about the Village of Vilna + Smoky Lake County Intermunicipal Development Plan project and the Smoky Lake Region regional collaboration initiatives. This meeting was also used to gather local knowledge about past, present, and anticipated future development patterns, opportunities, and issues in the subject area. Approximately 40 people were in attendance for this meeting.

Public Open House #2

A second public open house was held on June 3, 2015 at the Vilna & District Cultural Centre. The purpose of the Open House was to review the proposed Intermunicipal Development Plan with the community and stakeholders prior to the formal adoption of the plan by the Councils of the Village of Vilna and Smoky Lake County.





3 Intermunicipal Growth

3.1 General Land Use Policies

1. Future subdivision and development shall be in accordance with this plan. Major deviations shall require an amendment to this plan. Minor relaxations may be considered without an amendment to this plan where the proponent can demonstrate to the satisfaction of the approving body and the Intermunicipal Planning Committee that the subdivision or development would maintain the intent of the policies contained within this plan.

However, if the Intermunicipal Planning Committee makes a recommendation on a relaxation to this plan to a Council or an approving authority, that Council or authority shall strongly consider such recommendation.

2. The partner municipalities agree to work with development proponents and Alberta Transportation and Alberta Environment & Parks to encourage the preparation of area structure plans and/or development concept plans where required by this plan to assure certainty of land use and development standards.
3. New applications for confined feeding operations in subject area, or applications for the expansion of any existing confined feeding operations in the subject area, shall not be allowed.
4. The Village and County will work together to provide an adequate inventory of suitable lands to attract a broad range of business and appropriate industry, and will encourage industries that generate large volumes of traffic or substantial traffic loads (in terms of either bulk or weight or potential hazard) to locate in such a manner as to minimize any traffic impact, such as the need for traffic to travel through the Village.
5. Subdivision applicants shall dedicate a minimum of 30 metres of environmental reserve, in accordance with the provisions of the Municipal Government Act, adjacent to major bodies of water. At the sole discretion of the Subdivision Authority for the affected municipality the amount of environmental reserve required may be varied to accommodate unique site conditions such as steep slopes, bank instability, or pre-existing development.



6. Subdivision applicants will be required to dedicate the full amount of Municipal Reserve owing in the forms provided for in the Municipal Government Act. The Village and County will consider establishing jointly-administered cash-in-lieu of municipal reserve fund into which reserve proceeds in the subject area would be placed for the purposes of undertaking capital works on regional recreational facilities.
7. Smoky Lake County shall require a Development Concept Plan be prepared and approved prior to the approval of any major development within that portion of the plan area. That Development Concept Plan may be in the form of an Area Structure Plan considered and adopted pursuant to the Municipal Government Act.
8. For the purposes of implementing this policy, the definition of the term “major” shall be as agreed upon by the consensus of Village and County ~~staffs administration~~ but shall not include development which had been appropriately classified in the municipality’s Land Use Bylaw as of the date of the approval of this plan. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.
9. Confined feeding operations shall not be allowed within the plan area because of proximity to the Village and to other forms of urban and exurban development.

3.2 ~~Agricultural Land~~ Agricultural Land Use

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

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

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



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

4. Country Residential development may occur within the Agricultural Land Use Area at the discretion of the Subdivision Authority, where provided for in the County's land use bylaw.

3.3 Un-serviced Commercial and Industrial Land Use

The **Un-Serviced Commercial and Industrial Use Area** identifies portions of the subject area that are currently developed or identified for future un-serviced commercial or light industrial land uses and development. The following policies apply to land within Future Un-Serviced Commercial and Industrial Use area identified on **Map 5.1 – Future Land Use Concept**.

1. The **Un-Serviced Commercial and Industrial Use Area** shall be those lands within the County identified as Un-Serviced Commercial and Industrial Use on **Map 5.1 - Future Land Use Concept**.
2. Lands designated Un-Serviced Commercial and Industrial Use may develop in a range of uses which serve local and regional customers. These uses include but are not limited to:
 - a. food/beverage establishments
 - b. gas bars/service stations
 - c. travel information centres
 - d. souvenir shops
 - e. retail stores with no more than approximately 200 sq. m of retail floor space
 - f. vehicle or recreational equipment sales and service
 - g. recreational establishments



- h. bulk fuel storage and distribution
- i. equipment sales, service and rentals
- j. manufactured and modular home sales and service
- k. public or quasi-public uses
- l. surveillance suites
- m. accessory uses or buildings

3. Lands designated **Un-Serviced Commercial and Industrial Use Area** may develop in a range of large lot highway-oriented commercial and light industrial uses which serve local and regional customers.
4. Smoky Lake County may require that a Development Concept Plan or Area Structure be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a substantial commercial or light industrial development within 1.6 km (1.0 mile) of the boundary of the Village of Vilna.

3.4 Serviced and Un-serviced Industrial Land Uses

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

1. The **Serviced Industrial Use Area** and the **Un-Serviced Industrial Use Area** shall be those lands within the County identified as Future Serviced or Un-Serviced Industrial Use area on **Map 5.1 - Future Land Use Concept**.
2. Land designated **Serviced Industrial Use** may develop in a wide range of light industrial or urban industrial uses and will be connected to piped municipal water and sanitary services. Land uses that may be suitable for the area may include but are not limited to:
 - a. natural resource processing industries,
 - b. grain elevators,



- c. manufacturing, processing, storage, packaging or assembly of goods or materials, including petroleum products, chemical and associated products, pulp and paper products, fertilizer or animal by-products,
- d. warehousing, storage, receiving, or distributing facilities,
- e. metal processing or fabrication operation or storage,
- f. agricultural services,
- g. auctioneering,
- h. bulk fuel storage and distribution,
- i. accessory offices,
- j. commercial greenhouses,
- k. transportation and public utility facilities/buildings,
- l. accessory surveillance suites,
- m. public utilities,
- n. public or quasi-public uses (e.g., municipal equipment and maintenance yards), and
- o. accessory uses or buildings,

provided that any nuisance such as odour, noise, glare, vibration, heat, smoke, or effluent is confined to the site of the establishment or within the applicable **Serviced Industrial Use**, or substantially mitigated in accordance with the policies and/or regulations and/or design of a Development Concept Plan or Area Structure Plan, especially in those areas in proximity to existing or proposed residential areas or in proximity to the Village.

In this respect, individual developments will not necessarily be precluded; however, extra precautions shall be required such as requiring a warning system or so-called “disaster plan” should the need arise.

3. Land designated **Un-Serviced Industrial Use** may develop in a wide range of light industrial, rural industrial, or commercial uses, and will utilize onsite water and sanitary systems.



4. Smoky Lake County may require a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a substantial rural industrial development within 1.6 km (1.0 mile) of the boundary of the Village of Vilna.
5. For the purposes of implementing this policy, the definition of the term “substantial” shall be as agreed upon by the consensus of Village and County staffs. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.

3.5 Municipal Services and Road Policies

1. The Village of Vilna and Smoky Lake County shall establish strategies and standards for the orderly, efficient, and economical extension of wastewater collection, water distribution systems, storm water management, and roads within the subject area.
2. Some of the development strategies within the subject area are closely connected to the ability and need for municipal piped services.
3. Future servicing with municipal piped services may be required within the Future Serviced Industrial Use area. If such services are not available due to cost or capacity limitations or other reasons, the area shall not be developed for serviced industrial or commercial purposes unless it meets a minimum agreed development standard.
4. Where it is deemed appropriate, necessary and/or desirable, further to this plan, the Village and County will endeavor to enter into agreements respecting municipal piped services in the subject area.
5. Where proposed developments may impact intersections between Provincial highways and municipal roads, as shown on **Map 5.2 – Important Intersections**, additional consultation with Alberta Transportation will be required prior to approval by the Village and/or County. This consultation may include the preparation of a Traffic Impact Assessment satisfactory to Alberta Transportation. All costs of the TIA and any corresponding intersection improvements will be the responsibility of the developer/proponent.
6. The Village and the County will continue to work cooperatively with Alberta Transportation to identify and mitigate traffic impacts and identify the



scheduling of necessary improvements at the intersections of highways and municipal roads as shown on **Map 5.2 – Important Intersections**.

3.6 Social Services

Social services within the Plan area are provided by provincial agencies, not-for-profit and volunteer organizations and by the Village, the County and in some instances the Village and the County collaboratively. Currently the following social services are joint Village/County initiatives:

- The Foundation
- Recreation
- Emergency Services
- Ag Society

1. The Village and the County will continue to work cooperatively to provide social services to community members within the Smoky Lake region
2. The Village and the County will endeavor to explore opportunities for expanding joint service provision.

3.7 Development Concept Plans & Area Structure Plans

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

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





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

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

Intermunicipal Growth





4 Plan Implementation

4.1 Implementation Policies

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

4.2 Plan Amendments

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

4.3 Annexation

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



4.4 Cost/Revenue Sharing Schemes

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

4.5 Framework

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

4.6 Establishment of the Intermunicipal Planning Committee

1. The Intermunicipal Planning Committee (IPC) will be established upon Third Reading of the Bylaws adopting this plan.
2. The Intermunicipal Planning Committee will not be a decision-making body, but will submit recommendations to the approving bodies of the respective municipalities, striving for consensus as much as possible.
3. The Intermunicipal Planning Committee will be comprised of all members of both Councils of the Village of Vilna and Smoky Lake County who do not sit on their respective Subdivision and Development Appeal Boards. The IPC will select its own chairman and vice-chairman. The Councils may appoint alternative members, should any member not be able to attend Committee meetings. Additionally, the Chief Administrative Officer or the Development Officer of each municipality shall be ex-officio members of the Committee.



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

4.7 Intermunicipal Planning Committee

1. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the County and the Village will present their positions on the matter to the Committee.
2. After consideration of a matter, the Committee may:
 - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
 - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
 - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
 - d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
 - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or undertake any other action it deems reasonable.
3. The Intermunicipal Planning Committee shall not deal with all development matters within the Village of Vilna + Smoky Lake County Intermunicipal Development Plan subject area. Rather, it will deal with all matters referred to it in the manner described in **Section 4.7** of this plan.
4. The Intermunicipal Planning Committee has the following functions:
 - a. to clarify the intent and interpretation of the plan;
 - b. to develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the subject area that reflect the policies and guidelines set out in this plan;



- c. to review and comment on applications to amend this plan;
- d. to review and comment on development matters referred to it in accordance with this plan; and
- e. to undertake such other matters as it deems reasonable and as are referred to it by either Council or municipal administration.

- 5. The Village of Vilna and Smoky Lake County agree that the County's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications received within subject area and that the Village's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications within the subject area.
- 6. Each municipality's Subdivision Authority and Development Authority will deal with an application within their own boundaries in accordance with the policies of this plan.
- 7. Depending on the nature of the proposed subdivision or development, the Intermunicipal Planning Committee may provide recommendations related to the proposed development or subdivision.

4.8 Dispute Resolution/Mediation Procedures

- 1. The dispute resolution process for matters related to this plan is outlined in this section. The emphasis of the dispute resolution process is mediation at the municipal level prior to an appeal to the Municipal Government Board. This process is based on an assumption that the two parties may have significant differences of opinion on any particular matter and that third-party assistance may be necessary to help resolve the disputes.
- 2. For the purposes of this plan, a dispute is defined as a disagreement between the Village of Vilna and Smoky Lake County on any statutory plan, any Land Use Bylaw, or any amendment to any statutory plan or Land Use Bylaw which is given First Reading by a Council, or any subdivision or development permit application, or any scheme for the provision of municipal services, which the other municipality deems may be inconsistent with the goals, objectives and policies of this plan.
- 3. Decisions on all disputes will be made by the respective municipalities in accordance with the provisions of this plan and the Municipal Government Act, but with review as indicated in **Section 4.7.5** of this plan.



4. The Village of Vilna and Smoky Lake County agree to consider the establishment of an Intermunicipal Subdivision and Development Appeal Board to deal with appeals arising from subdivision or development permit decisions within the subject area.
5. Disputes shall be addressed and shall be resolved through any of the following mechanisms either singularly or in combination with each other:
 - a. Administrative Review
 - b. Intermunicipal Planning Committee
 - c. Municipal Councils
 - d. Mediation
 - e. Non-binding Arbitration
 - f. Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board
 - g. Court Option
6. In the event of a dispute, the applicant municipality will not give approval to the matter in any way (e.g., development permit or subdivision approval, or Second or Third Reading of a bylaw) until the dispute is past the mediation stage.
7. The time limitations and legislative requirements as may be specified from time to time in the Municipal Government Act will be respected in relation to the administration of this dispute resolution procedure and may supersede the time processes provided for in this plan.

4.9 Administrative Review

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



2. If there is any concern, the two administrations shall discuss the issue and attempt to resolve the matter.
3. If the administrations resolve the concern, the responding municipality will formally notify the applicant municipality and the Intermunicipal Planning Committee, and the applicant municipality will take the appropriate actions to consider approving the matter.
4. ~~In the event that~~ if the issue is not resolved at the administrative level, the applicant municipality's administration shall refer the matter to the Intermunicipal Planning Committee.
5. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the Municipal District and Village will present their positions on the matter to the Committee.
6. After consideration of a matter, the Committee may:
 - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
 - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
 - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
 - d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
 - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or
 - f. undertake any other action it deems reasonable.

4.10 Municipal Councils

1. After receiving the recommendations of the Intermunicipal Planning Committee with respect to a particular matter, each Council will establish a position on the matter.



2. If both municipal Councils ~~are in agreement~~ agree on a matter, then the consideration of approval (including, if necessary, an amendment process) can be completed. If neither Council supports the matter, then no further action will be undertaken.
3. If the Councils cannot agree on a matter, then the matter may be referred to a mediation process.
4. ~~In the event that~~ if the matter goes to mediation, the applicant municipality will not give any approval to the matter until mediation has been pursued.

4.11 Mediation

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



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

4.12 Non-Binding Arbitration

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

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

1. ~~In the event that~~If the mediation process fails, the applicant municipality may approve the matter (e.g., a Land Use Bylaw amendment, a development permit approval, etc.).



2. If the applicant municipality passes a bylaw to implement the matter, then the responding municipality may appeal that action to the Municipal Government Board under the provisions of Section 690 of the Municipal Government Act in accordance with that Act.
3. If the appeal of the matter is to the applicant municipality's Subdivision and Development Appeal Board, the responding municipality may appeal that action to the Subdivision and Development Appeal Board as it sees fit.

If there is no appeal available pursuant to the Act, then the responding municipality may wish to pursue a Court option.

4.14 Court Option

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

~~4.15 Intermunicipal Development Plan Termination~~

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



5 Maps

5.1 – Future Land Use Concept

5.2 – Major Intersections

5.1 Future Land Use Concept

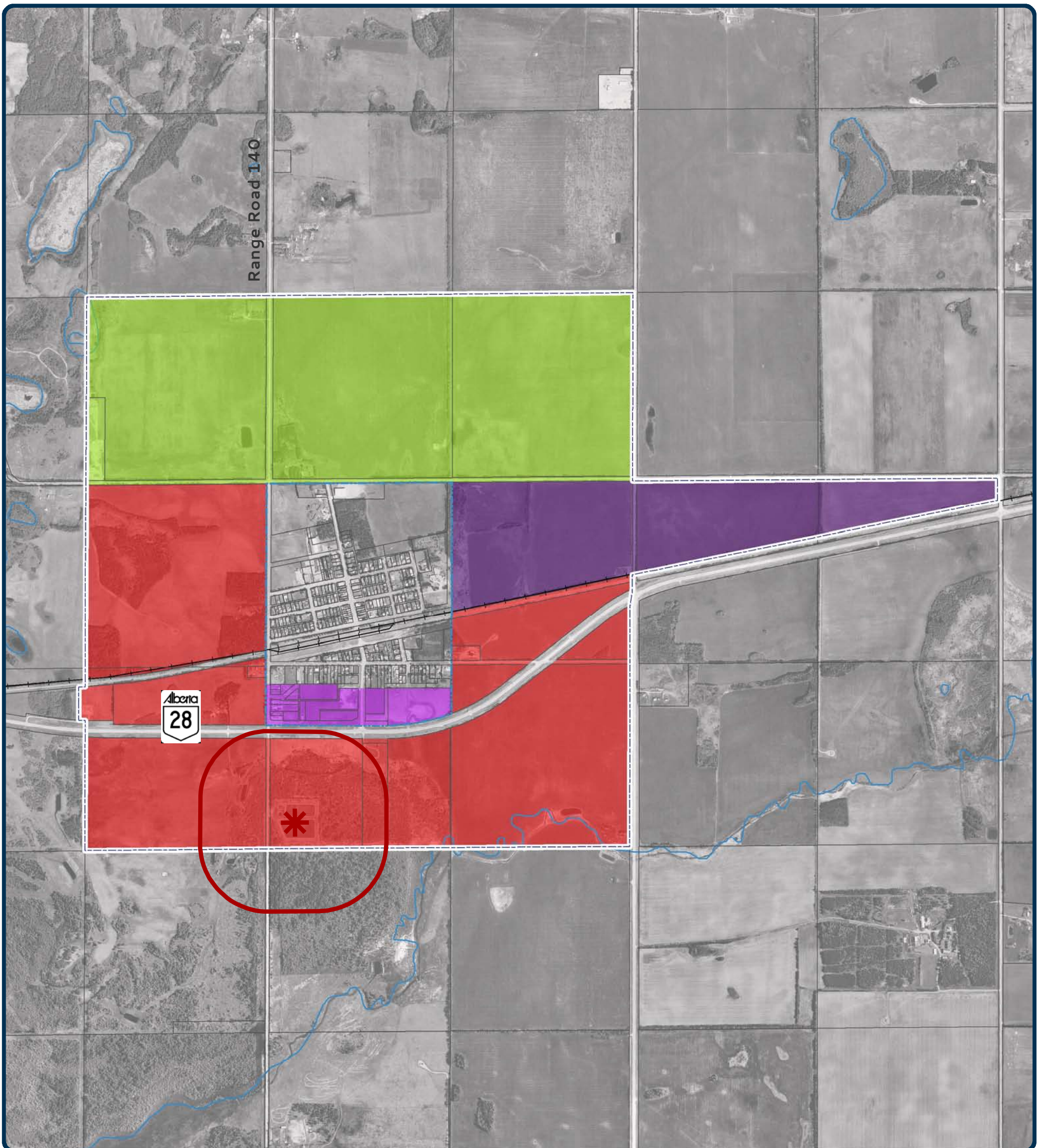


Intermunicipal Development Plan



Map 5.1 Village of Vilna – Future Land Use Concept

- IDS Boundary
- Village Boundary
- Nuisance Ground (with 300m setback)
- Agricultural
- Unserviced Commercial and Industrial
- Serviced Industrial
- Unserviced Industrial



0 1 2 Kilometres

5.2 Major Intersections



Intermunicipal Development Plan



Map 5.2 Village of Vilna – Major Intersections

- IDS Boundary
- Village Boundary
- Major Intersection



0 1 2 Kilometres

FOR MORE INFORMATION: www.munplan.ab.ca
#208, 17511-107 Avenue NW Edmonton, AB T5S 1E5 | 780.486.1991





6 Appendix A – Information Maps

6.1 – CLI Agricultural Land

6.2 – Local Features

6 Appendix A – Information Maps







6.1 CLI Agricultural Land



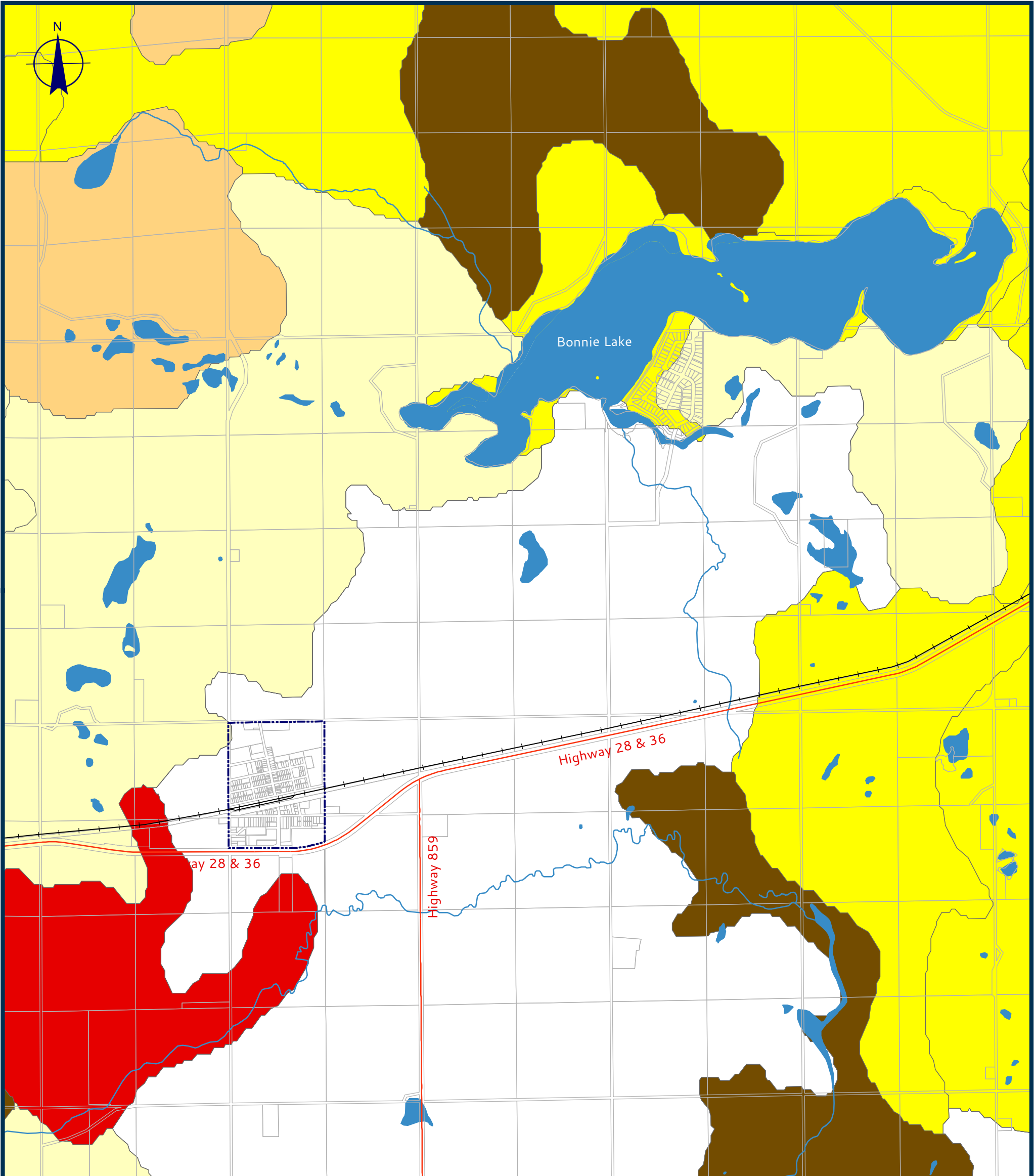
Intermunicipal Development Plan

Map 6.1 Village of Vilna – CLI Agriculture

-  Village of Vilna
-  Water Body
-  Highway
-  Water Course
-  Railway

-  Moderate limitations
-  Moderately severe limitations
-  Severe limitations
-  Very severe limitations
-  Perennial forage crops
-  Organic Soils

0 1 2 3 Kilometre



Digital Geographic Information: Canada National Topological Survey Geobase and Geogratix & Altalis













Geographic coordinate system and projection: UTM. NAD 83 Datum: Zone 12N

FOR MORE INFORMATION: www.munplan.ab.ca | #208, 1751-107 Avenue NW Edmonton, AB T5S 1E5 | 780.486.1991

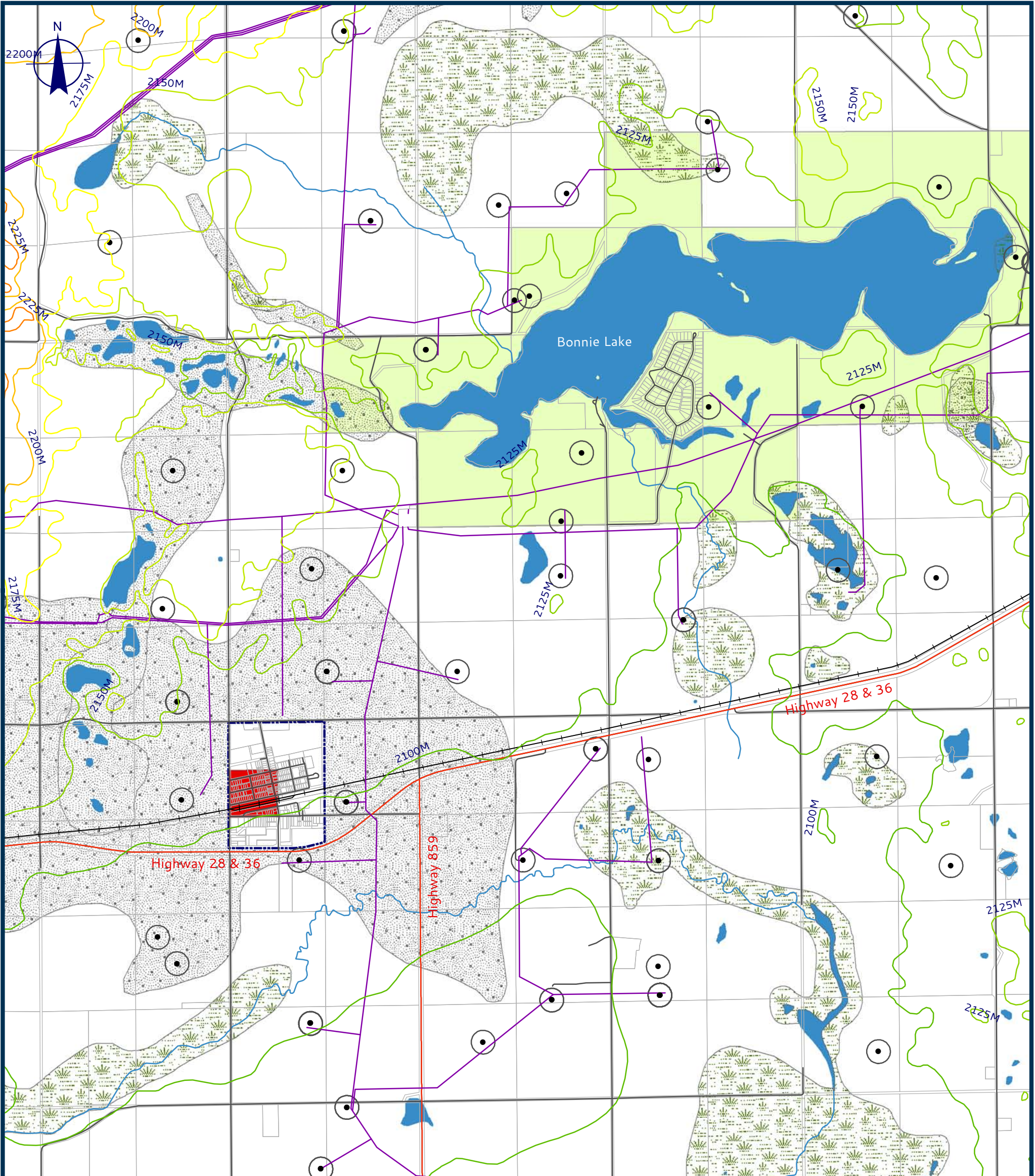


Intermunicipal Development Plan

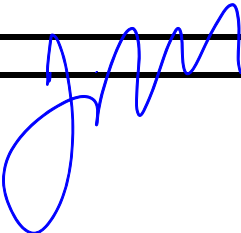
Map 6.2 Village of Vilna – Local Features

-  Village of Vilna
-  Water Course
-  Environmentally Sensitive Area
-  Highway
-  Wetlands
-  Resource Pipeline
-  Railway
-  Historic Resource
-  Well (with 100 M Setback)
-  Water Body
-  Aggregate Deposit
-  Elevation (25 M Contours)

0 1 2 3 Kilometre



REQUEST FOR DECISION		DATE	December 14, 2022,	4.2
TOPIC	Proposed Town of Smoky Lake and Smoky Lake County Intermunicipal Development Plan (IDP) Bylaw 1426-22.			
PROPOSAL	<p><i>That Smoky Lake County give First Reading to Bylaw 1426-22 and schedule and advertise a Joint Public Hearing with the Town of Smoky Lake for Q1 2023.</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • Smoky Lake County and the Town of Smoky Lake first adopted an Intermunicipal Development Plan (IDP) in 2016. <ul style="list-style-type: none"> ○ Municipal Planning Services (MPS) assisted the Town/County in completing the project at that time. ○ <u>This bylaw has a sunset clause</u> which requires both Councils to renew the document every 5 years or the bylaw will expire, which does not conform with the requirements of the Municipal Government Act. <ul style="list-style-type: none"> ▪ <i>The Town of Smoky Lake IDP was renewed by Resolutions of both Councils in September 2021. Nevertheless, County Administration is also working to update and replace this bylaw.</i> • Administration has reviewed the expired bylaw for possible updates. <ul style="list-style-type: none"> ○ Some of these changes are incorporated here, and more are anticipated to be proposed prior to Third Reading. • Slight changes have been made, such as removing the sunset clause, updating historical context, and goals so that they align with current strategic plans, and some maps. • If First Reading is given by County Council, a Public Hearing must be held before the bylaw can be considered for adoption. Administration is proposing to hold this Public Hearing jointly with the Town. <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Proposed Bylaw 1426-22: Town of Smoky Lake and Smoky Lake County Intermunicipal Development Plan (IDP). Attachment 1 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom</p> <p>Vision: Leading the way in positive growth with healthy, sustainable, rural living.</p> <p>Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<u>Alberta Municipal Government Act</u>		
BENEFITS	<ul style="list-style-type: none"> • A coordinated future land use planning approach within the policy area. 			

DISADVANTAGES	<ul style="list-style-type: none"> • Staff time
ALTERNATIVES	<ul style="list-style-type: none"> • Defer or take no action
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	<u>Public Hearing & Ad</u>
Budget Available:	_____
Budgeted Costs:	_____
Capital Costs:	_____
Source of Funds:	<u>P&D</u>
Unbudgeted Costs:	_____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	<ul style="list-style-type: none"> • Relationship with Town of Smoky Lake.
COMMUNICATION STRATEGY	<ul style="list-style-type: none"> • Advertise in newsprint, Public Notice on website.
RECOMMENDATION	
<p>That Smoky Lake County give FIRST Reading to Bylaw 1426-22, and schedule and advertise a Joint Public Hearing with the Town of Smoky Lake in Q1 of 2023.</p>	
CHIEF ADMINISTRATIVE OFFICER	

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1426-22**

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

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

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

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

1. This Bylaw takes effect upon Third Reading by both Councils.
2. Previous Bylaw 1289-16 is rescinded upon adoption of this Bylaw.
3. Smoky Lake County & the Town of Smoky Lake Intermunicipal Development Plan is attached hereto as **Schedule "A"** to this Bylaw is hereby adopted.
4. This Bylaw may be cited as "Smoky Lake County & the Town of Smoky Lake Intermunicipal Development Plan".
5. If any portion of this Bylaw is found to be invalid, the remaining portions remain in effect.
6. This Bylaw may be amended by Bylaw in accordance with the Municipal Government Act R.S.A. 2000, c. M-26, as amended.

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

READ a First Time this ____ day of _____, **AD 20**__.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

READ a Second Time this _____ day of _____, **AD 20**__.

READ a Third and Final Time this _____ day of _____, **AD 20**__ and finally passed by Council.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER



Style Definition: TOC 2

Town of Smoky Lake + Smoky Lake County
Intermunicipal Development Plan (IDP) Bylaw #1426-22

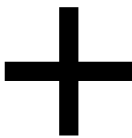


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1 Interpretation

1.1 Definitions

1. **Area Structure Plan** is a statutory plan that establishes the general planning framework for future subdivision and development of an area of undeveloped land.
2. **Building** includes anything, whether temporary or permanent, constructed or placed on, in, over, or under land but does not include a highway or road or a bridge forming part of a highway or road;
3. **Confined Feeding Operation** means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds. Confined Feeding Operations are regulated under the Agricultural Operation Practices Act (AOPA) in Alberta.

3-4. **Country Residential** means any development located in a rural area which is situated on a lot used solely for private residential purposes and accessory uses and is not connected to municipal sewer and water services. The dwelling unit may be occupied permanently or seasonally;

4-5. **Development** means:

- a. an excavation or stockpile and the creation of either of them, or
- b. a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
- c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
- d. a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building;

~~5-6.~~ **Development Authority** means the Development Authority established by the Town of Smoky Lake and the Smoky Lake County Development Authority Bylaws;

~~6-7.~~ **Environmental Reserve** means land considered undevelopable because of its natural features or location (e.g., unstable slopes, shoreline areas, etc.) that is dedicated to the municipality at the time of subdivision by the landowner, as provided for in the Municipal Government Act;

~~8.~~ **Environmental Reserve Easement** is an easement that is registered on the title of a parcel of land in favour of the municipality for the purpose of the protection and enhancement of the environment;

~~7-9.~~ **Extensive Agriculture** means the use of land or buildings, including the first dwelling or manufactured home, an agricultural operation which require large tracts of land (usually in the order of 80 ac. (32.4 ha.) or more). This use may include the outdoor cultivation of industrial hemp, but does not include intensive agriculture, cannabis production and distribution, or a confined feeding operation which requires either a registration or an approval under Part 2 of the *Agricultural Operations Practices Act*, R.S.A. 2000, c. A-7, as amended or replaced;

~~8-10.~~ **Farmstead** means the currently inhabited or formerly inhabited residence or other improvements connected with a farm or an intensive agricultural use. Farmstead also includes a currently vacant site, which is intended to be used as a country residence;

~~11.~~ **Fragmented Parcel** means a parcel of land or a part of a parcel of land that is separated from the balance of the parcel of land by a natural barrier such as a river or coulee, or by a physical barrier such as a road, railroad, or highway;

~~9-12.~~ **Intensive Agriculture** means an agricultural operation which raises crops on a land-intensive basis. Intensive agriculture includes, greenhouses, silviculture and sod farms, but does not include confined feeding operations cannabis production and distribution or industrial hemp production and distribution facilities;

~~10-13.~~ **Multi-lot Country Residential Development** means any subdivision, which will create five (5) or more country residential or farmstead lots on a quarter section.

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11,14. **Municipal Reserve** is land (or cash-in-lieu of land, or both) dedicated by a landowner to the municipality at the time of subdivision for the purpose of providing parks, recreation facilities and school sites as provided for in the Municipal Government Act;

12,15. **Public Utility** means a public utility, as defined in the Act. More specifically, a public utility means:

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



2 Introduction

2.1 Purpose

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

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

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

The four (4) partner municipalities within the Smoky Lake Region (the Town of Smoky Lake, the Village of Vilna, the Village of Waskatenau, and Smoky Lake County) are actively working together to achieve three regional collaboration initiatives. The three initiatives are:

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

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



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

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

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

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

2.2 Approach

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

This approach considers both the past and present human and physical environments. Considering where the community has been, where it is presently and where it wants to go enables both municipalities to set in place a plan for how



to reach their desired destination. This approach to planning assumes that the plan's policies and subsequent decisions will be based on careful consideration of environmental information, stakeholder interests and municipal goals and objectives. This approach offers communities the opportunity to provide widely-accepted and lasting solutions to development and land use management issues.

2.3 Goals

The goals of this plan are to assist the Town and County achieve the following short and long term benefits:

Short Term Benefits

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

Long Term Benefits

- The development and implementation of a regional framework that strengthens regional collaboration and integrated regional service delivery models to increase efficiencies and provide a stronger, more unified approach to addressing the issues identified as important to community members within the Smoky Lake Region;



- Increased business/investment attraction “presence” throughout the Smoky Lake Region;
- Improved business retention, growth, and business attraction throughout the region;
- Improved regional fiscal and financial sustainability; and
- Increased opportunities for leveraging regional strengths into regional competitive advantages.

2.4 Enactment

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

2.5 Duration

This plan will establish, in general terms, the general land use patterns, together with the conditions upon which the provision of municipal services may occur in the subject area, and mutually agreed policy directions for the next 25 years following the adoption of the plan. While this plan is meant to be a long range planning document, it is intended that regular monitoring, review, and periodic amendments may be required for policies in the plan to remain current with changing development trends and growth within the region.

A process for amending the plan has been established as a part of this plan.

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

2.6 Enabling Legislation

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

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

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

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

(8) An intermunicipal development plan

(a) must address

(i) the future land use within the area,

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

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

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

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

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

(b) must include

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



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

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

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

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

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

~~(1) — An intermunicipal development plan~~

~~(a) — may provide for;~~

~~(i) — the future land use within the area;~~

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

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

~~and~~

~~(b) — must include~~

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

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

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

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

2.7 Subject Area Boundary



The lands within the Town of Smoky Lake and Smoky Lake County to which this plan applies are identified on **Map 5.1 – Future Land Use Concept**.

2.8 Subject Area Profile

Location and History

The Town of Smoky Lake is located approximately 115 km north-east of the City of Edmonton, approximately 80 km north-east of the Alberta’s Industrial Heartland area, and approximately 175 km west of Cold Lake. Historically, the Town has served as an agricultural service centre for the surrounding area. It continues to provide important social, educational, health, and business services to neighbouring rural and agricultural communities.

With the removal of the rail line through Smoky Lake and the demolition of the grain elevators, an important element of the Town’s agricultural services ended. The transformation of the rail line into the Iron Horse Trail, a multi-use trail system managed and maintained by a not-for-profit organization representing the ten municipalities through which the trail passes, provides the Town of Smoky Lake the opportunity to act as a tourist service centre for trail users.

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

Environmental Characteristics

The Town of Smoky Lake is in a shallow valley draining into White Earth Creek, located approximately one kilometre north of the Town boundaries. A tributary creek runs through the northern portion of the community, providing wildlife habitat and low-impact recreational opportunities. Small stands of mixed boreal forest are located along the creek.

Information about the soil capability and local features within the plan area is included in Appendix A for information. This information was analyzed to determine the suitability of future land uses within the plan area.

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

Transportation

- The IDP area encompasses two Provincial Highways: 855 which travels north/south, and 28, which travels east/west. The Town straddles 855 (which becomes 50th Street) and is nestled south and east of Highway 28.
- County-managed roads are managed to a gravel rural standard, and/or in accordance with County Road management policies.
- The multi-use Iron Horse Trail transects the Town, following the former CN Rail lands.
- In the southeast of the IDP area, there is a privately owned and operated grass airstrip, which is governed by Transportation and NAV Canada regulations.
- There is not presently a municipal public transit service in-place within the policy area, though third-party groups such as the Lions Club do operate a bus.

Existing Land Uses

Within the Town are a variety of planned land uses. Residential development in the Town of Smoky Lake primarily consists of ~~low density, single family~~low-density, single-family dwellings, although several medium density multi-family developments exist in the Town. Residential development adjacent to the town consists of country residential style housing, on acreage-style lots and in association with agricultural operations.

Commercial developments within the Town include downtown shops and services, ~~highway oriented~~highway-oriented businesses, and large lot developments.

Recreational and community use developments in the Town and the subject area include a wide range of parks (small ~~neighbourhood-oriented~~neighbourhood-oriented parks and large multi-purpose sport facilities), trail networks (community pathways and the Iron Horse Trail), campgrounds, golf course, schools and churches.

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Introduction



Municipal Services

The Town of Smoky Lake provides full infrastructure services to ~~the majority of most~~ of the community including storm and sanitary sewer, potable water and garbage collection. ~~The majority of Most~~ roadways within the Town are developed to an urban standard (paved with sidewalks). Town residents can recycle waste materials at the County transfer stations.

A wide variety of ‘soft’ services exist within the Town and the subject area, including:

- an Provincial government buildings,
- a hospital (with heli-pad),
- an auxiliary hospital and lodge,
- a regional volunteer fire department,
- multiple recreational facilities,
- an extensive trail network,
- schools,
- churches,
- a regional library,
- campgrounds,
- a golf course,
- a museum, and
- a regional agricultural society.

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2.9 — Public Consultation

Public Open House #1

~~A public open house was held on January 20, 2014 at the Town of Smoky Lake Curling Rink. The purpose of this meeting was to inform local residents and stakeholders about the Town of Smoky Lake + Smoky Lake County Intermunicipal Development Plan project and the Smoky Lake Region regional collaboration initiatives. This meeting was also used to gather local knowledge about past, present and anticipated future development patterns, opportunities and issues in the subject area. Approximately 10 people were in attendance for this meeting.~~

Public Open House #2

A second public open house was held on June 2, 2015 in the Smoky Lake Curling Club. The purpose of this open house was to review the proposed Intermunicipal Development Plan with the community and stakeholders prior to the formal adoption of the Plan by the Councils of the Town of Smoky Lake and Smoky Lake County.

Introduction



3 Intermunicipal Growth

3.1 General Land Use Policies

1. Future subdivision and development shall be in accordance with this plan. Major deviations shall require an amendment to this plan. Minor relaxations may be considered without an amendment to this plan where the proponent can demonstrate to the satisfaction of the approving body and the Intermunicipal Planning Committee that the subdivision or development would maintain the intent of the policies contained within this plan.

However, if the Intermunicipal Planning Committee makes a recommendation on a relaxation to this plan to a Council or an approving authority, that Council or authority shall strongly consider such recommendation.

2. The partner municipalities agree to work with development proponents and Alberta Transportation and Alberta Environment & Parks to encourage the preparation of area structure plans and/or development concept plans where required by this plan to assure certainty of land use and development standards.
3. New applications for confined feeding operations in subject area, or applications for the expansion of any existing confined feeding operations in the subject area, shall not be discouraged due to the proximity of residential areas of the Town.
4. The Town and County will work together to provide an adequate inventory of suitable lands to attract a broad range of business and appropriate ~~industry, and~~ industry and will encourage industries that generate large volumes of traffic or substantial traffic loads (in terms of either bulk or weight or potential hazard) to locate in such a manner as to minimize any traffic impact, such as the need for traffic to travel through the Town.
5. Subdivision applicants shall dedicate a minimum of 30 metres of environmental reserve, in accordance with the provisions of the Municipal Government Act, adjacent to major bodies of water. At the sole discretion of the Subdivision Authority for the affected municipality the amount of environmental reserve required may be varied to accommodate unique site

conditions such as steep slopes, bank instability, or pre-existing development.

6. Subdivision applicants will be required to dedicate the full amount of Municipal Reserve owing in the forms provided for in the Municipal Government Act. The Town and County will consider establishing ~~jointly administered~~jointly administered cash-in-lieu of municipal reserve fund into which reserve proceeds in the subject area would be placed for the purposes of undertaking capital works on regional recreational facilities.
7. The Smoky Lake County shall require a Development Concept Plan be prepared and approved prior to the approval of any major development within that portion of the plan area. That Development Concept Plan may be in the form of an Area Structure Plan considered and adopted pursuant to the Municipal Government Act.
8. For the purposes of implementing this policy, the definition of the term “major” shall be as agreed upon by the consensus of Town and County staffs, but shall not include development which had been appropriately classified in the municipality’s Land Use Bylaw as of the date of the approval of this plan. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.

3.2 Agricultural Land Use

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

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

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

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

4. Country Residential development may occur within the Agricultural Land Use Area at the discretion of the Subdivision Authority where provided for in the County's Land Use Bylaw.
5. Multi-lot Country residential development (more than 5 (five) country residential parcels per quarter section) will only be allowed in the areas designated Serviced and Un-serviced Residential on **Map 5.1 – Future Land Use Concept**.

3.3 Residential Land Use

The **Future Serviced and Un-Serviced Residential Use Area** has been applied to that portion of the plan area that is currently developed or identified for future urban residential and/or country residential development.

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

The following policies apply to land within the Future Serviced and Un-Serviced Residential Use area indicated on **Map 5.1 – Future Land Use Concept**.

1. The Future Serviced and Un-Serviced Residential Use areas shall be those lands within the Town of Smoky Lake and Smoky Lake County identified as Future Serviced or Un-Serviced Residential Use on **Map 5.1 - Future Land Use Concept**.
2. Undeveloped land designated for **Serviced or Un-Serviced Residential Use** development shall be buffered from uses that may have negative effects on future urban development by virtue of odour, heat, vibration, visual impact,

noise or light. This does not apply to such effects that arise in the course of normal, non-intensive farm operations.

3. Multi-lot residential developments are to be predominantly residential in nature. No developments will be approved either within the residential area or adjacent to the residential which would, in the opinion of the Town or County, negatively impact the Future Serviced or Un-Serviced Residential Area.
4. New multi-lot country residential development within the subject area, for the purposes of this plan shall be considered the development of more than 5 (five) lots without municipal piped sewage collection and water supply services within any quarter section, subject to the policies in **Section 3.2** of this plan.
5. Multi-lot country residential development to create more than (5) five parcels per quarter section shall be allowed only after amendment to the County's Land Use Bylaw, placing the lands where such development may occur into an appropriate Residential District.
6. The regulations for residential and accessory development in multi-lot residential and country residential developments shall be provided for in the Smoky Lake County Land Use Bylaw.
7. The following policies shall apply to multi-lot residential and country residential development applications and designs:
 - a. internal road access shall be provided to each lot;
 - b. the minimum parcel size for serviced residential lots shall be the minimum lot size indicated in the Town's Land Use Bylaw for residential lots; and
 - c. the minimum parcel size for un-serviced country residential lots shall be 0.4 ha (1.0 acre), and the normal maximum parcel size shall be 1.21 ha (3.0 acres); and subdivision proposals shall indicate the location of development areas within lots as well as the natural areas on the lots.
8. Multi-lot country residential redistricting and subdivision proposals shall address potential conflicts with existing agricultural operations and proposed industrial and commercial operations that may occur on lands

designated for industrial or commercial development, and shall indicate how these potential conflicts will be resolved or mitigated.

9. Within the rest of the subject area, the Town and/or County may require a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a multi-lot residential subdivision of more than 5 (five) residential lots within any residential area without municipal piped sewage collection and water supply services within any quarter section.

3.4 Commercial Land Use

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

1. The **Serviced and Un-Serviced Commercial Use Areas** shall be those lands within the Town and County identified as Serviced Commercial and Serviced & Un-Serviced Commercial Use on **Map 5.1 - Future Land Use Concept**.
2. Lands designated Serviced Commercial Use may develop in a range of uses which serve local and regional customers, and connects to piped municipal water and sanitary services. These uses include but are not limited to:
 - a. hotels and motels
 - b. food/beverage establishments
 - c. gas bars/service stations
 - d. travel information centres
 - e. car washes
 - f. souvenir shops
 - g. personal service establishments within a hotel/motel
 - h. retail stores with no more than approximately 200 sq. m of retail floor space
 - i. vehicle or recreational equipment sales and service

- j. recreational establishments
- k. drive-through businesses
- l. bus depots
- m. bulk fuel storage and distribution
- n. equipment sales, service and rentals
- o. manufactured and modular home sales and service
- p. public or quasi-public uses
- q. surveillance suites
- r. accessory uses or buildings

3. Lands designated **Serviced & Un-Serviced Commercial Use** may develop in a range of large lot highway-oriented commercial uses which serve local and regional customers.
4. Smoky Lake County may require that a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a substantial commercial development within 1.6 km (1.0 mile) of the boundary of the Town of Smoky Lake.

3.5 Industrial Land Use

The **Serviced Industrial Use Area** and the **Un-Serviced Industrial Use Area** identifies portions of the subject area that are currently developed or identified for future industrial development. The following policies apply to land within the **Serviced Industrial Use Area** and the **Un-Serviced Industrial Use Area** on MAP 5.1 – Future Land Use Concept.

1. The **Serviced Industrial Use Area** and the **Un-Serviced Industrial Use Area** shall be those lands within the County identified as **Serviced Industrial Use Area** or **Un-Serviced Industrial Use Area** on Map 5.1 - Future Land Use Concept.
2. Land designated **Serviced Industrial Use** may develop in a wide range of light industrial uses, and will be connected to piped municipal water and sanitary

services. Land uses that may be suitable for the area may include but are not limited to:

- a. natural resource processing industries,
- b. grain elevators,
- c. manufacturing, processing, storage, packaging, or assembly of goods or materials, including petroleum products, chemical and associated products, pulp and paper products, fertilizer, or animal by-products,
- d. warehousing, storage, receiving, or distributing facilities,
- e. metal processing or fabrication operation or storage,
- f. agricultural services,
- g. auctioneering,
- h. bulk fuel storage and distribution,
- i. accessory offices,
- j. commercial greenhouses,
- k. transportation and public utility facilities/buildings,
- l. accessory surveillance suites,
- m. public utilities,
- n. public or quasi-public uses (e.g., municipal equipment and maintenance yards), and
- o. accessory uses or buildings,

provided that any nuisance such as odour, noise, glare, vibration, heat, smoke, or effluent is confined to the site of the establishment or within the applicable **Serviced Industrial Use**, or substantially mitigated in accordance with the policies and/or regulations and/or design of a Development Concept Plan or Area Structure Plan, especially in those areas in proximity to existing or proposed residential areas or in proximity to the Town.

In this respect, individual developments will not necessarily be precluded; however, extra precautions shall be required such as requiring a warning system or so-called “disaster plan” should the need arise.

3. Land designated **Un-Serviced Industrial Use** may develop in a wide range of light industrial or rural industrial uses, and will utilize onsite water and sanitary systems.
4. Smoky Lake County may require a Development Concept Plan or Area Structure Plan be prepared and approved prior to the approval of any amendment to the Land Use Bylaw to allow a substantial rural industrial development within 1.6 km (1.0 mile) of the boundary of the Town of Smoky Lake.
5. For the purposes of implementing this policy, the definition of the term “substantial” shall be as agreed upon by the consensus of Town and County staffs. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.

3.6 Community Land Use Area

The **Community Use Area** identifies that portion of the subject area that is currently developed for community or recreational uses. It is the intent of this plan that this area continue to be used for community and recreational purposes to provide benefit to both the Town and County. The following policies apply to land within the **Community Use Area on Map 5.1 – Future Land Use Concept**.

1. The **Community Use Area** shall be those lands within the Town identified as Future Community Use area on **Map 5.1 - Future Land Use Concept**.
2. Land designated Future Community Use may develop in a wide range of community uses. Land uses that may be suitable for the area are limited to the permitted and discretionary uses listed in the appropriate land use districts of the Town of Smoky Lake and Smoky Lake County Land Use Bylaws.
3. Some residential development may also be permitted in the Community Use Area if the proposed development is consistent with applicable provisions in the Smoky Lake County Land Use Bylaw, federal regulations and provincial regulations.

3.7 Municipal Services and Road Policies

1. The Town of Smoky Lake and Smoky Lake County shall establish strategies and standards for the orderly, efficient and economical extension of wastewater collection, water distribution systems, storm water management, and roads within the subject area.
2. Some of the development strategies within the subject area are closely connected to the ability and need for municipal piped services.
3. Future servicing with municipal piped services may be required within the Future Residential Use area. If such services are not available due to cost or capacity limitations or other reasons, the area shall not be developed for serviced residential purposes unless it meets a minimum agreed residential development standard.
4. Where it is deemed appropriate, necessary and/or desirable, further to this plan, the Town and County will endeavor to enter into agreements respecting municipal piped services in the subject area.
5. Where proposed developments may impact intersections between Provincial highways and municipal roads, as shown on **Map 5.2 – Major Intersections**, additional consultation with Alberta Transportation will be required prior to approval by the Town and/or County. This consultation may include the preparation of a Traffic Impact Assessment satisfactory to Alberta Transportation. All costs of the TIA and any corresponding intersection improvements will be the responsibility of the developer/proponent.
6. The Town and the County will continue to work cooperatively with Alberta Transportation to identify and mitigate traffic impacts and identify the scheduling of necessary improvements at the intersections of highways and municipal roads as shown on **Map 5.2 – Major Intersections**.

3.8 Social Services

Social services within the Plan area are provided by provincial agencies, not-for-profit and volunteer organizations and by the Town, the County and in some instances the Town and the County collaboratively. Currently the following social services are joint Town/County initiatives:

- The Foundation
- Recreation
- Emergency Services
- Ag Society

1. The Town and the County will continue to work cooperatively to provide social services to community members within the Smoky Lake region.
2. The Town and the County will endeavor to explore opportunities for expanding joint service provisions.

3.9 Emergency Services

Emergency Services within the plan area are provided by the following agencies and organizations:

- RCMP
- Aspen Regional Health
- Smoky Lake Volunteer Fire Department (with fire halls in the Village of Vilna, the Town of Smoky Lake & the Village of Waskatenau)

1. The Town and the County will continue to work collaboratively to provide fire and rescue services to the region.

3.10 Development Concept Plans & Area Structure Plans

1. A Development Concept Plan or Area Structure Plan may describe, outline, or provide, among other matters, in text and map form:
 - a. a definition of the affected area and a description of the relationship between the affected area and surrounding lands;
 - b. an indication of the proposed land uses and the area of each land use;
 - c. an indication of the total number of dwelling units proposed on the quarter section (if applicable);

- d. policies and plans addressing buffering from adjacent land uses which may be affected by or which may affect a residential community (if applicable);
- e. policies respecting phasing, if any, including an indication of which lots will be developed first and how the development of these lots will be designed specifically to allow for further development of the subject quarter section into residential lots;
- f. policies respecting environmental protection, habitat, ecological conservation, effect on the adjacent agricultural community, including any existing or potential confined feeding operations;
- g. policies and plans addressing natural and man-made limitations to development such as flood susceptibility, bank subsidence, erosion, railway lines, oil and gas wells, pipelines, and other facilities (including active, inactive, abandoned, and decommissioned facilities, sour gas, etc.), gravel operations or resources, airports, agricultural operations, historical resources, other nearby land uses, etc.;
- h. policies respecting built form, amenities, aesthetics, landscaping, architecture, buffering from potential limiting factors, dealing with the potential for land use conflict, etc.;
- i. policies and plans for necessary water supply, sanitary sewage disposal, and storm water management;
- j. as required, policies relating to:
 - i. the impact on adjacent land uses;
 - ii. the impact on community services, such as fire protection;
 - iii. the municipal servicing costs associated with the development, and landscaping; and
 - iv. wetland mitigation.
- k. a Phase I Environmental Assessment, describing the possibility of contamination within the subject area and, if the Phase I indicates, a Phase II Environmental Assessment, describing the extent of any contamination within the subject area and the means of mitigation;

- l. engineering information in sufficient detail to show how that is to be done;
- m. if the development is to provide water by a municipal piped water supply system, engineering information showing how that is to be done;
- n. if the development is to be supplied with water by means other than a municipal piped water supply system, a report which would satisfy the requirements of Section 23(3)(a) of the Water Act;
- o. an assessment of the general suitability of the Plan area for sewage disposal by tile field (percolation tests);
- p. a determination of any flood plains relating to any water bodies within or adjacent to the subject site, including a description as to how any flood plain lands will be made suitable for development without transferring the flood hazard to other lands;
- q. an assessment of the stability of any banks (either steep slopes or watercourse valleys) within or adjacent to the subject site, including a description as to how any bank stability hazards will be mitigated without transferring the stability hazard to other lands;
- r. A wetland assessment (prepared by a certified wetland professional) that delineates and classifies wetlands (onsite and offsite) that will be impacted by the proposed development.
- s. if within 0.8 km of a Highway, a Traffic Impact Assessment, indicating the vehicular generation from the development at various stages of development, and any roadway improvements that may be necessary on adjacent and nearby roads and Highways (and on their intersections) resulting from that vehicular generation;
- t. an assessment of the site, indicating
 - i. how Environmental Reserves, Environmental Reserve Easements, Municipal Reserves, and other land management tools are to be used to protect significant biophysical sites;

- ii. how all Provincial and Federal legislation and regulations are to be adhered to respecting wetlands, habitat, and environmentally sensitive lands;
 - u. an assessment of all other limitations to development, including potential and actual land use conflicts, which have been identified, indicating how the limitations and conflicts are to be accommodated, dealt with, and/or overcome; and
 - v. other policies and plans as may be indicated by the proponent or the municipality to address any unique circumstances of the Development Concept or Area Structure Plan area.
- 2. The level of detail required in a Development Concept Plan or Area Structure Plan shall be as agreed upon by the consensus of Town and County staffs. If they cannot agree, the definition of the term shall be considered and determined by the Intermunicipal Planning Committee.
- 3. The process for considering a Development Concept Plan or Area Structure Plan for approval will be the same as for a major development proposal. The approving authority shall be the Council of the municipality in which the site of the Development Concept Plan or Area Structure Plan is located.



4 Plan Implementation

4.1 Implementation Policies

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

4.2 Plan Amendments

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

4.3 Annexation

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



4.4 Cost/Revenue Sharing Schemes

1. Any agreements for cost and revenue sharing shall be to benefit the future development of land within the plan’s subject area.
2. The Town and County will explore cost and revenue sharing opportunities as development occurs and through the review and approval process of each Development Concept Plan or Area Structure Plan.

4.5 Framework

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

4.6 Establishment of the Intermunicipal Planning Committee

1. The Intermunicipal Planning Committee (IPC) will be established upon Third Reading of the Bylaws adopting this plan.
2. The Intermunicipal Planning Committee will not be a decision-making body, but will submit recommendations to the approving bodies of the respective municipalities, striving for consensus as much as possible.
3. The Intermunicipal Planning Committee will be comprised of two (2) members each of the Councils of the Town of Smoky Lake and Smoky Lake County. The ICP will select its own chairman and vice-chairman. The Councils may appoint alternative members, should any member not be able to attend Committee meetings. Additionally, the Chief Administrative Officer or the Development Officer of each municipality shall be ex-officio members of the Committee.



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

4.7 Intermunicipal Planning Committee

1. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the County and the Town will present their positions on the matter to the Committee.
2. After consideration of a matter, the Committee may:
 - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
 - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
 - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
 - d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
 - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or undertake any other action it deems reasonable.
3. The Intermunicipal Planning Committee shall not deal with all development matters within the Town of Smoky Lake + Smoky Lake County Intermunicipal Development Plan subject area. Rather, it will deal with all matters referred to it in the manner described in **Section 4.7** of this plan.
4. The Intermunicipal Planning Committee has the following functions:
 - a. to clarify the intent and interpretation of the plan;
 - b. to develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the subject area that reflect the policies and guidelines set out in this plan;



- c. to review and comment on applications to amend this plan;
- d. to review and comment on development matters referred to it in accordance with this plan; and
- e. to undertake such other matters as it deems reasonable and as are referred to it by either Council or municipal administration.

- 5. The Town of Smoky Lake and Smoky Lake County agree that the County's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications received within subject area and that the Town's Subdivision Authority and Development Authority will notify the Intermunicipal Planning Committee of applications within the subject area.
- 6. Each municipality's Subdivision Authority and Development Authority will deal with an application within their own boundaries in accordance with the policies of this plan.
- 7. Depending on the nature of the proposed subdivision or development, the Intermunicipal Planning Committee may provide recommendations related to the proposed development or subdivision.

4.8 Dispute Resolution/Mediation Procedures

- 1. The dispute resolution process for matters related to this plan is outlined in this section. The emphasis of the dispute resolution process is mediation at the municipal level prior to an appeal to the Municipal Government Board and Land and Property Rights Tribunal. This process ~~is based on an assumption~~ assumes that the two parties may have significant differences of opinion on any ~~particular matter~~ matter and that third-party assistance may be necessary to help resolve the disputes.
- 2. For the purposes of this plan, a dispute is defined as a disagreement between the Town of Smoky Lake and Smoky Lake County on any statutory plan, any Land Use Bylaw, or any amendment to any statutory plan or Land Use Bylaw which is given First Reading by a Council, or any subdivision or development permit application, or any scheme for the provision of municipal services, which the other municipality deems may be inconsistent with the goals, objectives, and policies of this plan.



3. Decisions on all disputes will be made by the respective municipalities in accordance with the provisions of this plan and the Municipal Government Act, but with review as indicated in **Section 4.7.5** of this plan.
4. The Town of Smoky Lake and Smoky Lake County agree to consider the establishment of an Intermunicipal Subdivision and Development Appeal Board to deal with appeals arising from subdivision or development permit decisions within the subject area.
5. Disputes shall be addressed and shall be resolved through any of the following mechanisms either singularly or in combination with each other:
 - a. Administrative Review
 - b. Intermunicipal Planning Committee
 - c. Municipal Councils
 - d. Mediation
 - e. Non-binding Arbitration
 - f. Appeal Process – Intermunicipal Dispute or Subdivision and Development Appeal Board
 - g. Court Option
6. In the event of a dispute, the applicant municipality will not give approval to the matter in any way (e.g., development permit or subdivision approval, or Second or Third Reading of a bylaw) until the dispute is past the mediation stage.
7. The time limitations and legislative requirements as may be specified from time to time in the Municipal Government Act will be respected in relation to the administration of this dispute resolution procedure and may supersede the time processes provided for in this plan.

4.9 Administrative Review

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



Planning Committee. The other municipality (hereinafter referred to as “the responding municipality”) will undertake an evaluation of the matter and provide comments to the administration of the applicant municipality.

2. If there is any concern, the two administrations shall discuss the issue and attempt to resolve the matter.
3. If the administrations resolve the concern, the responding municipality will formally notify the applicant municipality and the Intermunicipal Planning Committee, and the applicant municipality will take the appropriate actions to consider approving the matter.
4. ~~In the event that~~if the issue is not resolved at the administrative level, the applicant municipality’s administration shall refer the matter to the Intermunicipal Planning Committee.
5. Upon the referral of a matter, the Intermunicipal Planning Committee will schedule a meeting and the administrations of the Town and County will present their positions on the matter to the Committee.
6. After consideration of a matter, the Committee may:
 - a. provide suggestions to both administrations with respect to revisions to the matter that should be considered to make it more acceptable to both municipalities;
 - b. if possible, agree on a consensus position of the Committee in support of or in opposition to the matter, to be presented to both Councils;
 - c. conclude that no initial agreement can be reached and that a consensus position of the Committee will not be presented to both Councils;
 - d. if agreed to by both Municipalities, employ a facilitator to help the Committee work toward a consensus position;
 - e. if a matter cannot be satisfactorily processed following a Committee review, refer the matter to both Councils; or
 - f. undertake any other action it deems reasonable.

4.10 Municipal Councils



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

4.11 Mediation

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



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

4.12 Non-Binding Arbitration

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



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

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

4.14 Court Option

1. After any action by the ~~Municipal Government Board~~[Land and Property Rights Tribunal](#), or the applicant municipality's Council or Subdivision and Development Appeal Board from which there is no further appeal, the responding municipality will have the option, should it so choose, of undertaking a court challenge of the matter.

~~4.15 Intermunicipal Development Plan Termination~~

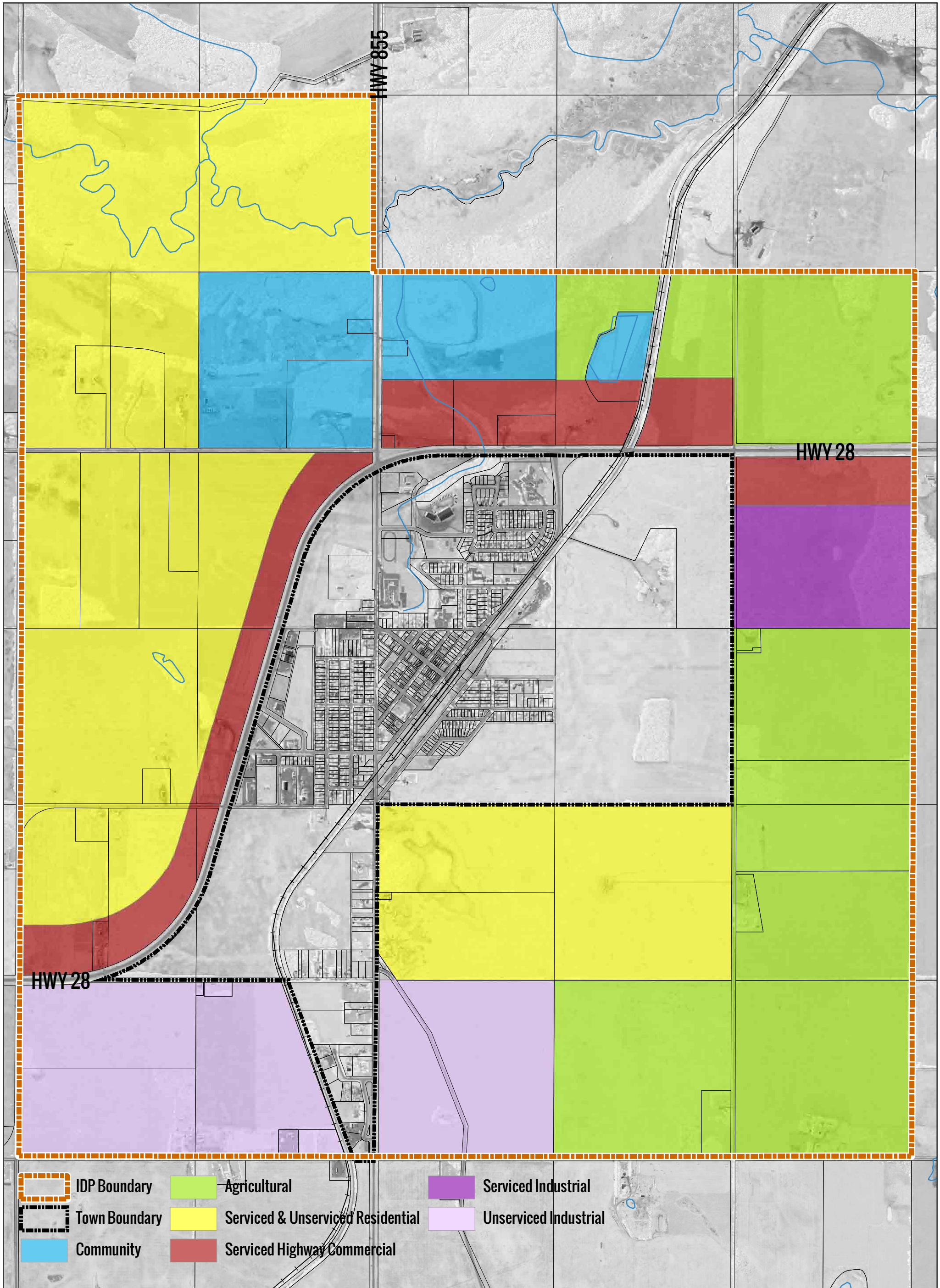
- ~~1. The plan is renewable by resolution of both Councils before the 5th anniversary of the third reading of the Bylaws adopting this plan and every 5 years thereafter. Failure to renew this plan by both municipalities by the 5th anniversary will cause the plan to lapse and cease to exist.~~



5 Maps

5.1 – Future Land Use Concept

5.2 – Major Intersections



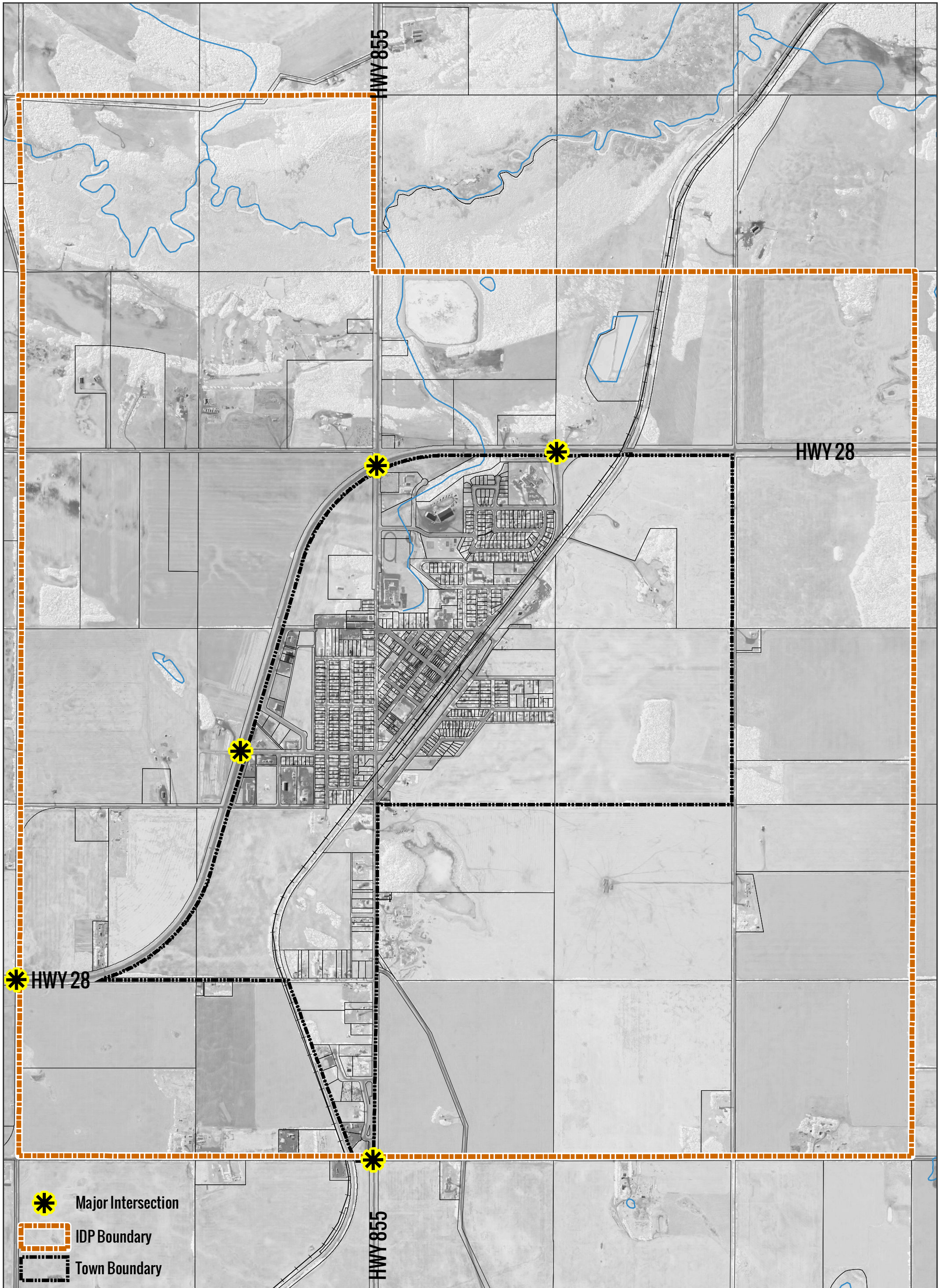
- IDP Boundary
- Town Boundary
- Community
- Agricultural
- Served & Unserved Residential
- Served Highway Commercial
- Served Industrial
- Unserved Industrial

Town of Smoky Lake + Smoky Lake County IDP

Map 5.1 - Future Land Use Concept

Digital Information: Geogris and Altalis
 Projection: UTM NAD 83 12N

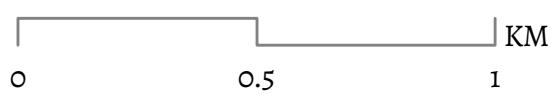




Town of Smoky Lake + Smoky Lake County IDP

Map 5.2 - Major Intersections

Digital Information: Geogris and Altalis
 Projection: UTM NAD 83 12N

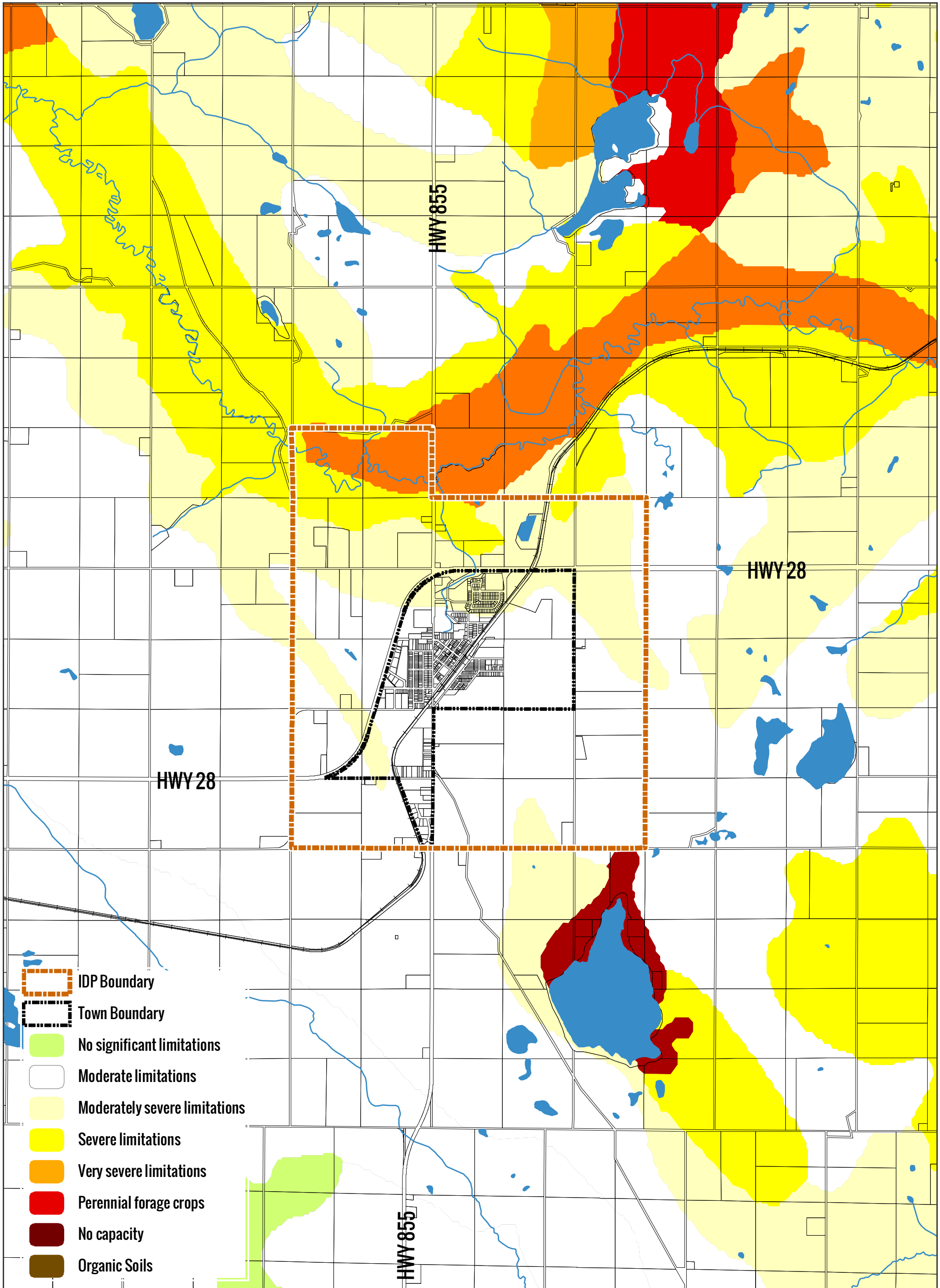




6 Appendix A - Information Maps

6.1 – CLI Agriculture

6.2 – Local Features

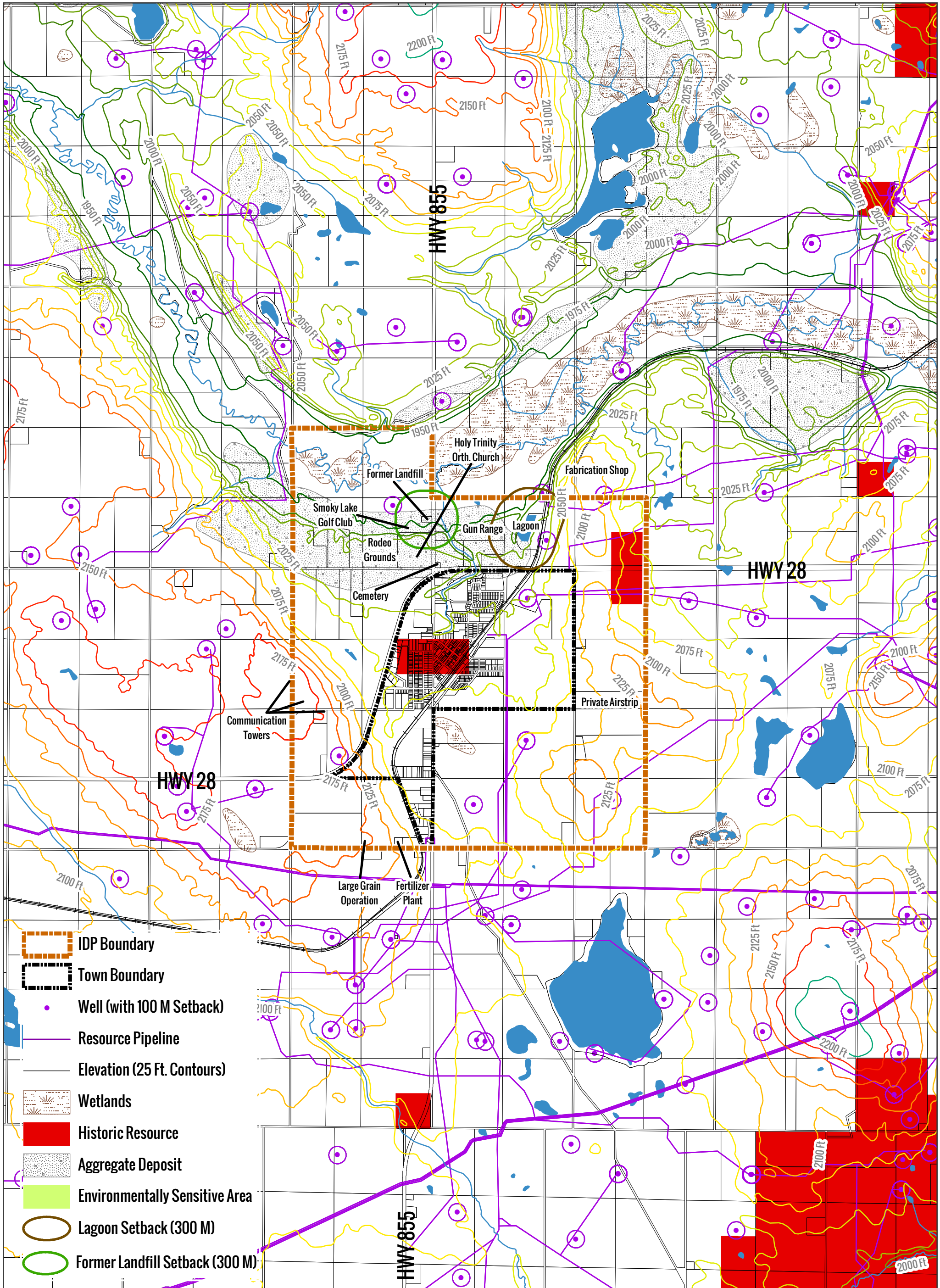


Town of Smoky Lake + Smoky Lake County IDP

Map 6.1 - CLI Agriculture

Digital Information: Geogratis and Altalis
 Projection: UTM NAD 83 12N





Town of Smoky Lake + Smoky Lake County IDP

Map 6.2 - Local Features

REQUEST FOR DECISION		DATE	December 14, 2022	4.3
TOPIC	Bylaw No.1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54.			
PROPOSAL	<ul style="list-style-type: none"> To give Second and Third Readings to proposed Bylaw 1421:22: <i>Waskatenau Intermunicipal Water and Wastewater Servicing Agreement</i> 			
BACKGROUND	<ul style="list-style-type: none"> Pursuant to Section 54(1)(a) of the <i>Municipal Government Act</i>, the Village can only provide services outside its municipal boundaries with the approval of Smoky Lake County. In addition to the subject lands, there are other parcels of land within Smoky Lake County that are currently connected to Village-provided services, without existing agreements, and both the Village and County believe that it would be prudent to address the provision of these services to these other properties at the same time. Legal counsel has recommended that the Agreement be formally adopted by bylaw, with the Agreement and Schedules of said Agreement being appended to the Bylaw. Identical bylaws will need to be adopted by each respective Council. Pursuant to Section 12 of the MGA, in order to ensure that utility rates imposed within the Village's Utility Bylaw(s) are validly imposed on non-residents, the Village and the County must not only enter into an agreement that allows for this, but also pass bylaws to permit the Village's Bylaw to apply within the County. <u>May 30, 2022 – Meeting with Village of Waskatenau and Brownlee LLP</u> A meeting was held with the CAO of the Village of Waskatenau and representatives from Brownlee LLP to discuss the contents of an Agreement between the two municipalities and the preparation of Bylaws for each municipality that will allow the agreement to come into effect. <u>August 3, 2022 – Meeting between Smoky Lake County and Village of Waskatenau</u> A meeting was held to discuss the draft Agreement and Bylaws to identify changes to the Agreement to ensure that the objectives of both the County and the Village are met. At this meeting it was determined that several changes would likely be necessary to simplify the Agreement. A meeting will be scheduled with the Village and representatives of Brownlee LLP to discuss the proposed changes prior to Second Reading of proposed Bylaw No. 1421-22. <u>August 25, 2022 –Smoky Lake County Council Meeting</u> Motion 960-22: <i>“That Smoky Lake County Bylaw No. 1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54, be given FIRST READING and to instruct administration to meet with the Village of Waskatenau and Brownlee LLP to make revisions to the draft Agreement to address outstanding concerns and issues, prior to consideration of Second Reading.”</i> <u>September 7, 2022 – Meeting between Smoky Lake County and Village of Waskatenau & Brownlee LLP</u> A meeting was held between County and Village administration and representatives from Brownlee LLP to discuss changes to the Bylaw & Agreement. Brownlee LLP provided a revised Bylaw/Agreement to both parties on September 19, 2022. A subsequent meeting was held between County and Village administrations on October 19, 2022, to discuss the revised Bylaw/Agreement. <u>October 26, 2022 – Smoky Lake County Council Meeting</u> Council deferred giving Second and Third Readings to the proposed Bylaw to allow for administration to make additional changes 			

- A copy of the draft Agreement is attached for reference. © **Attachment 1**
- A copy of proposed Bylaw No. 1421-22 is attached for reference. © **Attachment 2**

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

Intermunicipal Development Plan Bylaw No. 1304-17

Section 3.4.4

“All new commercial development within the service commercial area shall be connected to municipal piped sanitary sewer and water services.”

Municipal Government Act, R.S.A., 2000 C. M-26

Scope of Bylaws – Geographic area of bylaws

Section 12

“A bylaw of a municipality applies only inside its boundaries unless

- (a) one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement

Providing Services in Other Areas

Section 54(1)

“A municipality may provide outside its municipal boundaries any service or thing that it provides within its municipal boundaries

- (a) in another municipality, but only with the agreement of the other municipality

BENEFITS

- Formalize the existing provision of Village-provided municipal services to ensure compliance with the *Municipal Government Act*.
- Provide prospective developers with greater clarity and certainty regarding the provision of municipal services within the Plan Area of Smoky Lake County & Village of Waskatenau Intermunicipal Development Plan.

DISADVANTAGES

- Nil.

ALTERNATIVES

- Defer the proposed Bylaw and propose additional changes

FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____

Capital Costs: _____

Budget Available: _____

Source of Funds: _____

Budgeted Costs: _____

Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

- The Village of Waskatenau will also have to consent to the proposed Agreement/Bylaws

COMMUNICATION STRATEGY

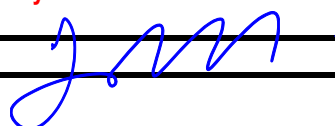
Nil.

RECOMMENDATION

RECOMMENDATION:

1. That Smoky Lake County Council give Second Reading to Bylaw No. 1421-22: *Waskatenau Intermunicipal Water and Wastewater Servicing Agreement*.
2. That Smoky Lake County Council give Third Reading to Bylaw No.1421-22: *Waskatenau Intermunicipal Water and Wastewater Servicing Agreement*, and that the Reeve and Chief Administrative Officer affix their signatures and the County Seal to said Bylaw where necessary.

CHIEF ADMINISTRATIVE OFFICER



Ls o



DRAFT

SECTION 54 AGREEMENT
INTERMUNICIPAL WATER AND WASTE WATER SERVICING

SMOKY LAKE COUNTY

and

VILLAGE OF WASKATENAU

THIS AGREEMENT dated for reference the ____ day of _____, 2022.

BETWEEN:

SMOKY LAKE COUNTY
a municipal corporation created under the laws
of the Province of Alberta
(the "**County**")

AND:

VILLAGE OF WASKATENAU
a corporation incorporated under the laws of the
Province of Alberta
(the "**Village**")

WHEREAS:

- A.** Pursuant to Section 54 of the MGA, a municipality may provide, within the boundaries of another municipality, any service that it provides within its municipal boundaries, but only with the agreement of the other municipality;
- B.** Section 12 of the MGA provides that a bylaw of a municipality applies only inside its boundaries unless one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement;
- C.** The Village wishes to provide the Services to the Service Area under this Agreement;
- D.** The County wishes to make provision for the supply of the Services by the Village within the Service Area;
- E.** The parties desire to document their respective rights and obligations hereunder with respect to the foregoing;

NOW THEREFORE in consideration of the promises exchanged in this Agreement and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the County and the Village), the County and the Village covenant and agree with each other as follows:

1. INTERPRETATION

1.1 Defined Terms

In this Agreement, the following words and expressions have the following meanings:

- (a) "**Agreement**" means this Section 54 Agreement, including the recitals and Schedules to this Agreement, as amended, supplemented or restated from time to time;
- (b) "**Applicable Laws**" means all laws, statutes, regulations, treaties, judgments and decrees and all official directives, bylaws, rules, consents, approvals, authorizations, guidelines,

orders and policies of any Relevant Authority having the force of law from time to time including, for greater certainty, those related to the issuance of Operating Permits, together with the interpretation or application of the foregoing by the Courts of Alberta and, to the extent relevant and applicable in law, Canada;

- (c) "**AUC**" means the Alberta Utilities Commission, or any successor organization to the jurisdictions of the said commission as of the date of this Agreement;
- (d) "**Business Day**" means a day other than a Saturday, Sunday or statutory holiday in Alberta;
- (e) "**Confidential Information**" means all confidential information of a Party which is supplied, or to which access is granted, to or on behalf of the other Party (whether before or after the date of this Agreement), either in writing, orally or in any other form, directly or indirectly pursuant to discussions with the other Party, and includes all analyses, compilations, studies and other documents whether prepared by or on behalf of a Party which contain or otherwise reflect or are derived from such information;
- (f) "**Consumer**" means the owner of lands within the County that is a customer of the Village receiving the Services by or through all or any portion of the Facilities, and "**Consumers**" means two or more of them or all of them, as applicable and as the context may require;
- (g) "**Council**" means the municipal council of the Village of Waskatenau or Smoky Lake County, as the context requires;
- (h) "**County**" means Smoky Lake County, a municipal corporation created under the laws of the Province of Alberta;
- (i) "**Dispute**" means any disagreement, failure to agree or other dispute between the County and the Village arising out of or in connection with this Agreement, including in respect of the interpretation, breach, performance, validity or termination hereof, whether in the law of contract or any other area of law;
- (j) "**Dispute Resolution Procedure**" means the procedure set out in SCHEDULE F (Dispute Resolution Procedure);
- (k) "**Effective Date**" means the effective date of this Agreement determined in accordance with Section 3.5 of this Agreement;
- (l) "**Environmental Laws**" mean all Applicable Laws relating to the protection of environmental resources and human health;
- (m) "**Facilities**" means those facilities described within SCHEDULE E (Facilities) owned or held by the Village, together with:
 - (i) all new additions to such Facilities;
 - (ii) any other systems and works owned by the Village (whether or not situate within the Service Area) used in connection with the provision of the Services;
 - (iii) Operating Permits;

- (iv) capital replacements; and
- (v) all equipment owned or leased by the Village forming part of or used in connection with the Facilities, including testing and control systems.

Without limiting or expanding upon the foregoing, the Facilities shall not include service connections, as that term is defined under the MGA.

- (n) "**Force Majeure**" means any cause not reasonably within the relevant party's control and will include, without limitation, acts of God, strikes, lockouts or other industrial disturbances, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, lightening, earthquakes, storms, floods, high waters, washouts, inclement weather, orders or acts of civil or military authorities, civil disturbances, or any other causes, whether of the kind herein enumerated or otherwise, not within the reasonable control of the party and which, by the exercise of due diligence, the party is unable to overcome, provided that lack of funds shall not be a cause beyond ;
- (o) "**Good Industry Practice**" means the standards, practices, methods and activities and actions generally accepted and utilized by and within the treated water management and treatment industry in Canada, generally consisting of standards and practices intended to achieve a cost-effective result consistent with Applicable Laws, Regulatory Requirements, environmental considerations, reliability, safety and expedition;
- (p) "**Jurisdiction Boundary**" means the boundary or limit of jurisdiction of:
 - (i) the Village to own, operate and maintain the service pipe and appurtenances thereto;
 - (ii) the point of jurisdiction transfer of ownership of the service to the customer to own, operate and maintain the service pipe and appurtenances thereafter.
- (q) "**MGA**" means the *Municipal Government Act*, RSA 2000, c. M-26, as amended and replaced from time to time;
- (r) "**Notice**" has the meaning given in SCHEDULE B (Notice);
- (s) "**Operating Permits**" means all permissions, consents, approvals, certificates, permits, licences, statutory agreements and authorizations required from any Relevant Authority to carry out the operation and maintenance and the provision of the Services in accordance with this Agreement;
- (t) "**Party**" means either the County or the Village and their respective successors and permitted assigns, and "**Parties**" means the County and the Village;
- (u) "**Person**" means an individual, legal personal representative, corporation, body corporate, firm, partnership, trust, trustee, syndicate, joint venture, limited liability company, association, unincorporated organization, union or Relevant Authority;

- (v) **"Regulatory Requirements"** means the standards enacted or imposed by any Relevant Authority, Applicable Laws or Operating Permits applicable to the operation and maintenance of the Facilities and the provision of the Services;
- (w) **"Relevant Authority"** means, with respect to any circumstance or matter, any federal, provincial, or municipal government, and any government agency, tribunal, commission or other authority exercising executive, legislative, judicial, regulatory or administrative functions of, or pertaining to, government, in each case having jurisdiction over such circumstance or matter and includes, as applicable, the AUC or any of the foregoing authorities to the extent that the jurisdiction of the AUC is limited by any Applicable Laws;
- (x) **"Services"** means the services described within SCHEDULE D (Services);
- (y) **"Service Area"** means that portion of the County designated in SCHEDULE C (Service Area), as amended from time to time by the Parties;
- (z) **"Term"** has the meaning given in Section 3.3;
- (aa) **"Village"** means Village of Waskatenau; and
- (bb) **"Village Utility Bylaws"** means:
 - (i) the Water and Sewer Utility Bylaw No. 677-2020, as amended from time to time.

1.2 Construction and Interpretation

In this Agreement, including the recitals, Schedules and appendices to this Agreement, except where expressly stated to the contrary or the context otherwise requires, the construction and interpretation of provisions shall be in accordance with SCHEDULE A (Interpretation and General Contractual Terms).

1.3 Schedules

All Schedules are included in and form part of this Agreement.

2. PURPOSE AND LEGAL RELATIONSHIP

2.1 Purpose of the Agreement

The purpose of this Agreement is to provide to the Village the right to supply the Services within the Service Area and, subject to agreement between the Parties, within other areas of the County, together with such additional rights needed to carry out the delivery of the Services.

2.2 No Joint Venture

No partnership, joint venture, employment, fiduciary or agency relationship is created between the Village and the County by this Agreement or under this Agreement and for all intents and purposes the Village shall not be deemed to be the servant, employee, partner, or agent of the County. All personnel employed by the Village to provide the Services are at all times the employees of the Village and not of the County. The Village is solely responsible for arranging all matters arising out of the relationship of employer and employee.

3. GRANT AND TERM

3.1 Authority to Provide Services

Subject to all Applicable Laws and the terms and conditions of this Agreement, the County hereby grants to the Village the right to provide the Services within the Service Area throughout the Term, subject always to the limits, exclusions or exceptions contemplated within this Agreement.

3.2 Expansion of Service Area

Subject to the prior written consent of the County, which consent may be withheld and/or be subject to the planning, development and utility servicing discretions of the County, the Village may (but shall not be obligated) provide the Services to lands located outside of the Service Area on a non-exclusive basis. Upon providing Services outside the Service Area, the Village shall comply with the requirements of this Agreement.

3.3 Term

The Term of this Agreement will commence on the Effective Date and will continue in full force and effect unless terminated on six (6) months' Notice by either party, subject to applicable Regulatory Requirements.

3.4 Formal Review

The Village and the County agree to formally review the terms of this Agreement every five (5) years from the anniversary of the Effective Date (or within a shorter period of time, if agreed upon by the Parties). After review, the Parties may negotiate in good faith to amend the terms of this Agreement.

3.5 Conditions

Notwithstanding anything set forth herein, this Agreement (save and except this Section 3.5) shall not become effective or be of any force or effect until the day following the satisfaction of the following conditions (such date being the "**Effective Date**"):

- (a) Council for the Village has given third reading to a bylaw approving this Agreement and providing for the provision of Services by the Village within the Service Area and the application of the Village Utility Bylaw within the boundaries of the County, as contemplated within this Agreement, which bylaw shall be in form and substance satisfactory to the Village and the County; and
- (b) Council for the County has given third reading to a bylaw approving this Agreement and providing for the provision of Services by the Village within the Service Area and the application of the Village Utility Bylaws within the boundaries of the County, as contemplated within this Agreement, which bylaw shall be in form and substance satisfactory to the Village and the County; and
- (c) the completion of the design, construction and funding of the additions to the Facilities required in order to provide the Services to the Service Area; and

- (d) the County granting to the Village, and the Village continuing to be able to exercise, such road license(s), crossing agreements, license(s) of easement area(s), and/or right(s) of way rights as may be necessary to permit the Village to construct, operate and maintain all Village Facilities within lands owned by the County, under the direction, control or management of the County, or subject to easement or utility right of way in favour of the County, allowing for the continued operation of the Services by the Village, in order to carry out the provisions of this Agreement.

3.6 Village Utility Bylaws Apply Within Service Area

In accordance with Section 12 of the MGA, the County agrees that, to the extent authorized under the MGA and to the extent necessary so as to allow the Village to provide the Services, the Village Utility Bylaws shall apply and have effect within the Service Area and up to the jurisdiction boundary of the services, being an area within the geographic boundaries of the County.

3.7 Overdue Consumer Accounts

The County endeavours to assist the Village with the recovery of overdue Consumer accounts, in relation to the Services, PROVIDED THAT:

- (a) the Village has provided the County with written Notice of the overdue account; and
- (b) the account is overdue by no less than ninety (90) days.

The Village acknowledges and agrees that the County shall not be responsible for payment of overdue accounts, but that the County agrees to use reasonable efforts to give such assistance to the Village as it can legally give in order to pursue the recovery of overdue accounts on behalf of the Village.

4. THE SERVICING RESPONSIBILITY

4.1 Operation and Services

The Village shall be solely and exclusively responsible for coordinating the commencement of the Services and the provision of the Services within the Service Area and where applicable outside the Service Area, all on the terms and conditions set forth in this Agreement and in accordance with the Village Utility Bylaws. Without restricting the generality of the foregoing, the Village shall be fully responsible for:

- (a) operating and maintaining all parts of the Facilities in a continuous and effective manner to the jurisdiction boundary established by the Village;
- (b) the provision of the Services in accordance with all Regulatory Requirements;
- (c) complying with all Regulatory Requirements;
- (d) obtaining and maintaining any and all Operating Permits required in relation the operation and maintenance of the Facilities and the provision of the Services, as required by Applicable Law;
- (e) the provision of the Services to all County Consumers pursuant to the Village Bylaws, policies and service connection agreement;

- (f) ensuring that the quality, designated capacity and system operating parameters required to provide the Services delivered at the Consumer's property line, meet the prescribed standards under all Regulatory Requirements; and
- (g) subject to Section 3.7, all billing and collections for or in respect of the provision of the Services.

4.2 General Operating Requirements

The Village shall The Village shall, with the exception of unforeseen disruptions, provide continuous services wherever possible, during the Term, and in so doing so;

- (a) provide full-time, continuous and effective management of the Facilities at all times;
- (b) ensure adequate staffing levels are in place at all times, including adequate supervisory, administrative, customer service, technical, operational and maintenance staff;
- (c) supply and ensure the availability of all necessary tools, equipment and transportation facilities; and
- (d) exercise Good Industry Practice in operating and maintaining the Facilities, to the extent not contrary to any Applicable Laws, Operating Permits or Regulatory Requirements;

4.3 Ownership of Assets

The County acknowledges that the Facilities, and any additions thereto up to and including the specific location of the jurisdiction boundary are the sole property and responsibility of the Village. The County also acknowledges that the facilities and any additions thereto beyond the jurisdiction boundary are the sole property of the customer.

5. REPRESENTATIONS AND WARRANTIES

5.1 Representations and Warranties of the Village

The Village represents and warrants to the County that, as of the date of this Agreement, it has full power and capacity to enter into and carry out the transactions contemplated by and duly observe and perform all its obligations contained in this Agreement and all documents, instruments and agreements required to be executed and delivered by the Village pursuant to this Agreement.

5.2 Representations and Warranties of the County

The County represents and warrants to the Village that, as of the date of this Agreement, it has full power and capacity to enter into, carry out the transactions contemplated by and duly observe and perform all its obligations contained in this Agreement and all documents, instruments and agreements required to be executed and delivered by the County pursuant to this Agreement.

5.3 Reliance and Survival

Notwithstanding any investigations made by a Party or anything else contained in any of the documents provided by each Party to the other, each Party expressly acknowledges and agrees that it has entered into this Agreement in reliance upon the representations and warranties given herein by the other Party. All representations and warranties in this Article 5 shall be given as of the date of this Agreement only, although such representations and warranties shall survive the execution and delivery of this Agreement, to the extent that any such representation or warranty was false or inaccurate as of the date of this Agreement.

6. INSURANCE

6.1 Village's Insurance

The Village will obtain and maintain sufficient insurance coverage in accordance with what would ordinarily and reasonably be expected by a utility service provider undertaking the type of services contemplated by this Agreement.

7. INDEMNITY

7.1 Mutual Indemnity

Each of the Parties hereto shall be responsible for and indemnify and save harmless the other Party for any damages or losses (including legal fees on a solicitor and his own client full indemnity basis) resulting from the acts or omissions of their respective employees, servants, agents or contractors which may occur in the performance, purported performance, or non-performance of their respective obligations under this agreement; provided that, such indemnity shall be limited to an amount in proportion to the degree to which the indemnifying Party, its employees, servants, agents or contractors are at fault or otherwise held responsible in law.

7.2 Survival

The indemnifications set forth in this Section will survive the expiration of the Term, any renewal of the Agreement, the expiration of any renewal term and/or the termination of this Agreement for whatever cause, as the case may be.

7.3 Reliance

This Article 7 may be relied upon by the County and the Village and may be enforced directly by any of them against the Party providing an indemnity hereunder in their favour in the same manner and to the same extent as if pursuant to a direct contractual indemnity between them and the Party providing the indemnity.

7.4 Mitigation

For greater certainty, notwithstanding that either Party may have a claim for indemnity pursuant to this Agreement, such claim for indemnity shall not lessen any obligation such Party may have to take reasonable steps to mitigate the circumstances which give rise to the claim for indemnity.

8. FORCE MAJEURE

8.1 Relief from Obligations

Neither Party shall be liable to the other Party for any failure of or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement, if such failure or delay has arisen from Force Majeure. Where a Party is prevented from carrying out its obligations hereunder due to Force Majeure, that Party shall, as soon as possible, give notice of the occurrence of such Force Majeure to the other Party and the Party shall thereupon be excused from the performance of such obligations for the period of time directly attributable to the effect of the Force Majeure.

9. CONFIDENTIALITY

9.1 Use and Disclosure of Confidential Information

Each Party will hold in confidence any Confidential Information received from the other Party, provided that the provisions of this Section 9.1 will not restrict either Party from disclosing or granting access to such information to its professional advisers and consultants, to the extent necessary, to enable it to perform (or cause to be performed) or to enforce its rights or obligations under this Agreement, and provided further that the Village may, subject to obtaining undertakings in respect to confidentiality similar to those set out in this Agreement, or cause to be provided to other third parties, documents and other information which are necessary or useful for the Village's performance of its obligations under this Agreement.

9.2 Exceptions

Subject to any restrictions on the Confidential Information which are imposed by a third party that may own any Confidential Information, the obligation to maintain the confidentiality of the Confidential Information does not apply to Confidential Information:

- (a) which the Party disclosing the Confidential Information confirms in writing is not required to be treated as Confidential Information; or
- (b) which is or comes into the public domain otherwise than through any disclosure prohibited by this Agreement; or
- (c) to the extent any Person is required to disclose such Confidential Information by Applicable Laws; or
- (d) to the extent consistent with any County policy concerning the County's Confidential Information, the details of which have been provided to the Village in writing prior to the disclosure; or
- (e) as the County may be entitled to receive from the Village pursuant to this Agreement in the event of, or following, termination of this Agreement.
- (f) where the disclosing Party has consented to the disclosure of the Confidential Information.

9.3 Freedom of Information and Protection of Privacy Act

The Parties each acknowledges the Village and the County are governed by the provisions of the *Freedom of Information and Protection Act (Alberta)*.

9.4 Announcements

Unless expressly provided in this Agreement or otherwise required by any Applicable Law (but only to that extent), neither Party will make or permit to be made any public announcement or disclosure whether for publication in the press, radio, television or any other medium of any Confidential Information or any matters relating thereto, without the prior written consent of the other Party.

10. DISPUTE RESOLUTION

10.1 Procedure

Except as otherwise provided in this Agreement, any Dispute referred by the mutual agreement of the Parties to, or specifically required by the terms of this Agreement to be resolved in accordance with the Dispute Resolution Procedure, will be resolved in accordance with the SCHEDULE F (Dispute Resolution Procedure).

10.2 Continued Performance

The Parties will continue to perform their obligations under this Agreement, notwithstanding the giving of any Dispute Notice, or the commencement or performance of the Dispute Resolution Procedure.

11. GENERAL

11.1 Assignment by the Village

The Village may not assign, transfer or otherwise dispose of any interest in this Agreement to any Person without the prior written authorization or consent of the County.

11.2 Assignment by the County

The County shall not, without the prior written consent of the Village, assign, transfer or otherwise dispose of any interest in this Agreement.

11.3 Survival

The Parties acknowledge and agree that those provisions of this Agreement which, by their context, are meant to survive the expiry or termination of this Agreement, shall survive the expiry or earlier termination of this Agreement and shall not be merged therein or therewith.

IN WITNESS WHEREOF the Parties have executed this Agreement as of the day and year first above written.

SMOKY LAKE COUNTY

Per:

Name:

Title:

Per:

Name:

Title:

VILLAGE OF WASKATENAU

Per:

Name:

Title:

Per:

Name:

Title:

SCHEDULE A

INTERPRETATION AND GENERAL CONTRACTUAL TERMS

1. Governing Law

This Agreement and each of the documents contemplated by or delivered under or in connection with this Agreement are governed exclusively by, and are to be enforced, construed and interpreted exclusively in accordance with, the laws of Alberta and the laws of Canada applicable in Alberta, which will be deemed to be the proper law of this Agreement.

2. Severability

If any term, covenant or condition of this Agreement or the application thereof to any party or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

3. Further Assurances

The Parties shall, with reasonable diligence, hold all meetings, perform all acts, execute and deliver all documents and instruments, do all things and provide all reasonable assurances as may be reasonably necessary or desirable to give effect to the provisions and intent of this Agreement and to complete the transactions contemplated by this Agreement.

4. Approvals

No approval, consent, authorization, sanction, permission or determination required to be provided or made, or any discretion to be exercised (but does not, for clarity, include any statutory discretion or power of the County or Council), by a Party under this Agreement shall, unless specifically indicated to the contrary, be unreasonably or arbitrarily withheld, delayed or exercised by the Party providing, exercising or making same.

5. Waivers

No waiver of any provision of this Agreement is binding unless it is in writing and signed by all the Parties, except that any provision which does not give rights or benefits to particular Parties may be waived in writing, signed only by those Parties who have rights under, or hold the benefit of, the provision being waived if those Parties promptly send a copy of the executed waiver to all other Parties. No failure to exercise, and no delay in exercising, any right or remedy under this Agreement will be deemed to be a waiver of that right or remedy. No waiver of any breach of any provision of this Agreement will be deemed to be a waiver of any subsequent breach of that provision or of any similar provision.

6. Enurement

This Agreement shall enure to the benefit of and be binding upon the Parties and their respective successors and permitted assigns.

7. Time of the Essence

Time, where mentioned herein, shall be of the essence.

8. Counterparts

This Agreement and all documents contemplated by or delivered under or in connection with this Agreement may be executed and delivered in any number of counterparts with the same effect as if all Parties had signed and delivered the same document and all counterparts will be construed together to be an original and will constitute one and the same agreement.

9. Amendments

Except as specifically provided in this Agreement, no amendments, supplement, restatement or termination of any provision of this Agreement is binding unless it is in writing and signed by each Party at the time of the amendment, supplement restatement or termination.

10. Submission to Jurisdiction

Subject to the Dispute Resolution Procedure where and to the extent applicable, each of the Parties irrevocably submits to the exclusive jurisdiction of the Courts of Alberta and all Courts having appellate jurisdiction over those Courts in any suit, action or other proceeding in any way related to or arising out of this Agreement by any Party against the other Party.

11. Entire Agreement

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter of this Agreement and supersedes all prior agreements, negotiations, discussions, undertakings representations, warranties and understandings in respect thereof, whether written or oral, express or implied, statutory or otherwise.

12. Continuing Nature of Rights and Obligations

Except as otherwise provided for in this Agreement, the expiry or termination of this Agreement shall not relieve any Party of any rights, liabilities or obligations that by their nature survive expiry or termination, including warranties, remedies, indemnities and obligations of confidentiality or environmental compliance, or that arose prior to the expiry or termination of this Agreement.

13. No Application of Contra Preferentum

The provisions of this Agreement were negotiated by the Parties and this Agreement shall be deemed to have been drafted by both Parties. The Parties hereby acknowledge that they have read this Agreement in its entirety and that each has obtained independent legal advice in connection with the preparation and execution of this Agreement and the principle of contra preferentum shall not be argued, pleaded or applied in respect to any provision of this Agreement.

14. Conflict and Inconsistency

In the event of a conflict or inconsistency between the provisions of any Schedule to this Agreement and the provisions contained in the main body of this Agreement, the provisions of the main body shall prevail to the extent of the conflict or inconsistency

SCHEDULE B

NOTICE

A. Addresses and Notice

Except as otherwise expressly provided in this Agreement, any notice, approval, election, demand, direction, consent, designation, request, agreement, instrument, certificate, report or other communication required or permitted to be given or made under this Agreement (each, a "**Notice**") to a Party must be given in writing. A Notice may be given by delivery to an individual or electronically by fax and will be validly given if delivered on a Business Day at the following address, or, if transmitted on a Business Day by fax addressed as follows:

To the County:

**Smoky Lake County
PO Box 310
Smoky Lake, AB
T0A 3C0**

**Attention: Chief Administrative Officer
Telephone No.: 780-656-3730
Fax No.: 780-927-4266
E-mail: cao@smokylakecounty.ab.ca**

To the Village:

**Village of Waskatenau
PO Box 99
Waskatenau, AB
T0A 3P0**

**Attention: Chief Administrative Officer
Telephone No.: 780-358-2208
Fax No.: 780-358-2208
E-mail: waskvillage@mcsnet.ca**

or to any other address or fax number or individual that such Party designates. Any Notice:

- (a) if validly delivered, will be deemed to have been given when delivered;
- (b) if validly transmitted electronically by fax before 3:00 pm. (local time at the place of receipt) on a Business Day, will be deemed to have been given on the Business Day; and
- (c) if validly transmitted electronically by fax after 3:00 p.m. (local time at the place of receipt) on a Business Day or at any time on a non-Business Day, will be deemed to have been given on the Business Day after the date of transmission.

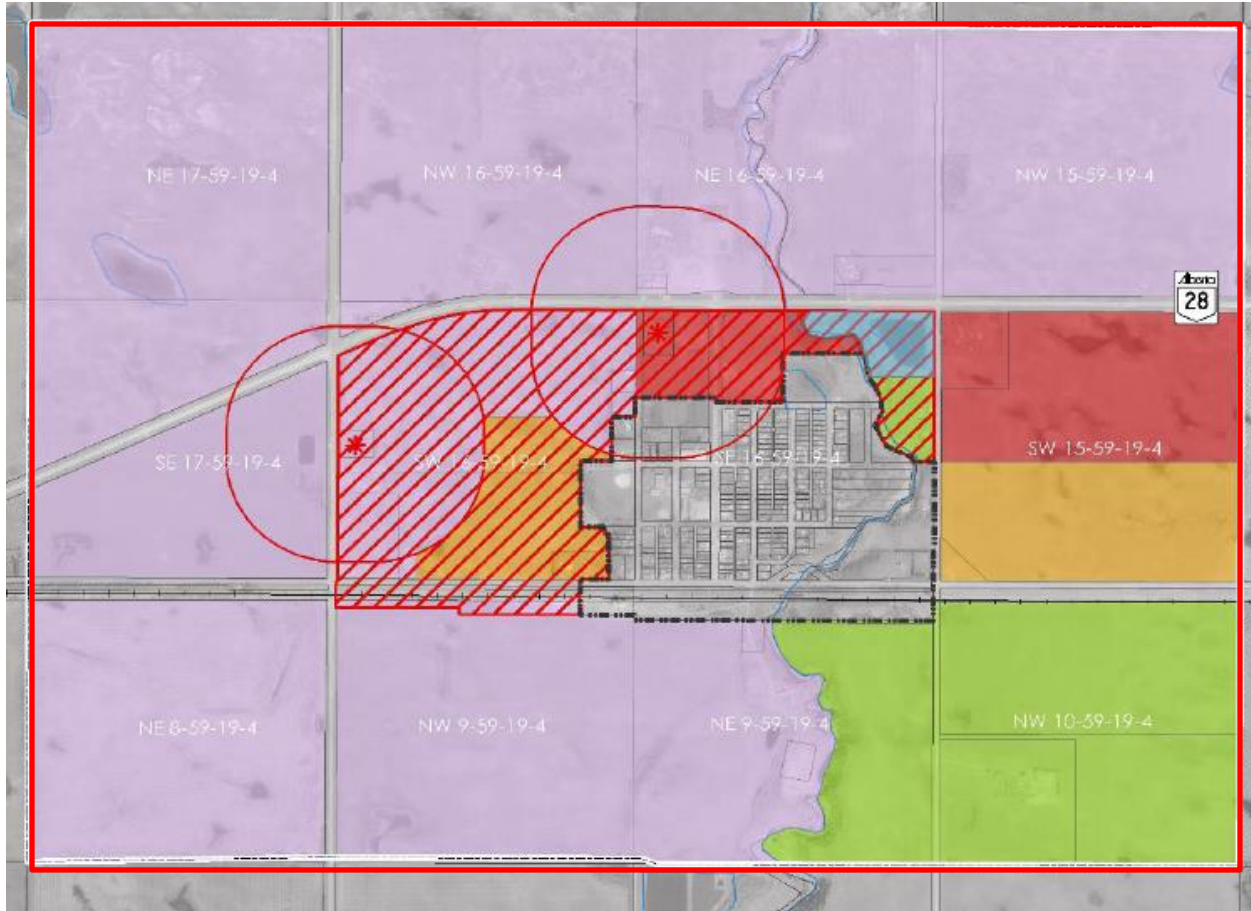
B. 24 hour Emergency Contact

The parties' respective 24 hour emergency contact is as follows:

- | | | |
|---------------------|------------------|---------------------------------------------------------------------------------|
| (a) Village: | Name: | Bernice Macyk |
| | Position: | 24 Hour Emergency Contact |
| | Phone: | 780-358-2208 |
| | Fax No.: | 780-358-2208 |
| | E-mail: | waskvillage@mcsnet.ca |
| (b) County: | Name: | Gene Sobolewski |
| | Position: | 24 Hour Emergency Contact |
| | Phone: | 780-656-3730 |
| | Fax: | 780-927-4266 |
| | E-mail: | cao@smokylakecounty.ab.ca |

The parties may change its 24 hour emergency contact by providing notice in writing to the other party as contemplated within this Agreement.

SCHEDULE C
SERVICE AREA



SCHEDULE D

SERVICES

The Services shall be provided up to the service connection for each lot and shall consist of the following:

1. Residential Treated Water Service

Subject always to:

- (a) the execution or acceptance of the service agreement and/or terms of service required by the Village;
- (b) payment of all rates, tolls and charges imposed by the Village;
- (c) the Village Utility Bylaws; and
- (d) Applicable Laws, Operating Permits and Regulatory Requirements;

the Village shall provide to each Consumer requesting physical connection and service within the Service Area, or subject to agreement additional areas of the County, piped treated water service suitable for human consumption.

2. Wastewater Services

Subject always to:

- (a) the execution or acceptance of the service agreement and/or terms of service required by the Village;
- (b) payment of all rates, tolls and charges imposed by the Village;
- (c) the Village Utility Bylaws; and
- (d) Applicable Laws, Operating Permits and Regulatory Requirements;

the Village shall provide to each Consumer requesting service within the Service Area, or subject to agreement additional areas of the County, wastewater collection, treatment and disposal services.

3. New Connections to Facilities

For clarity, with respect to new connections to the Facilities by Consumers, the Village and the County acknowledge and agree as follows:

- (a) the Village has the sole discretion on approving any new connections; and
- (b) the Village will not approve or allow any new connection to the Facilities without an approved development permit from the County.

SCHEDULE E**FACILITIES**

The Facilities shall include the following, together with all rights and privileges, all rights of way and/or land interests, and all appurtenances related thereto owned or held by the Village from time to time and necessary for the provision of the Services:

1. **Wastewater Collection & Transmission System** – the wastewater collection and transmission system located within the County corporate boundaries owned or held and operated by the Village from time to time throughout the Service Area, and elsewhere within the County corporate boundaries, including, without restriction:
 - (a) all pipelines, service lines, meters and regulating facilities, and related fixtures;
 - (b) sewage pump stations;
 - (c) all equipment, tools, and inventories related to the maintenance and operation of the Facilities;
 - (d) all lift stations, including all buildings, land, and machineries thereon;
 - (e) all other lands and/or interests in lands containing any of the facilities and not specifically noted; and
 - (f) all licenses, approvals and permits respecting the operation of a wastewater collection system;
2. **Wastewater Treatment System** – any and all components comprised of any and all piping, treatment units, screens, equalization tanks, settling tanks, filtration membranes, UV disinfection units, and system controls (or similar or other technology replacing the same);
3. **Wastewater Storage** – any and all storage facilities for the storage of wastewater and the lands and/or interests in lands containing any of the storage facilities and including lands not specifically noted;
4. **Water Licences/Allocations** – the rights, benefits and other entitlements of the Village in respect of any Water Licences utilized by the Village to provide the Services;
5. **Water Facilities and Works:**
 - (a) **Treated Water Transmission Lines** – any and all pipes, valves, meters, flushing valves, pumps, storage reservoirs, and related system or works comprising the treated water supply and distribution system; and
 - (b) **Treated Water Supply and Distribution Lines** – any and all pipes, valves, meters, flushing valves, pumps, storage reservoirs, and related system or works comprising the treated water supply and distribution system;

owned by the Village from time to time throughout the Service Area, together with all rights and privileges, all rights of way and/or land interests, and all appurtenances related thereto owned or held by the Village from time to time and necessary for the Operation and Maintenance thereof;

6. **Meters and Service Connections** – for clarity, the County and the Village confirm and agree that the Village owns and is responsible for all meters, and all Consumers shall own and be solely responsible for the service connections from the point of connection to the Village-owned water main forming part of the Facilities and up to the meter at the Consumer's service location;
7. **Lands & Rights of Way** – the entire right, title and interest of the Village in and to all lands, interests in land, rights to use the surface of lands and all rights and interests ancillary thereto which relate to the construction, ownership, operation, maintenance, expansion and improvement of the Village's water transmission and distribution system within the the Service Area or other areas of the County including, without restriction:
 - (a) any and all agreements to allow for use and occupation of all private road right of ways existing under a road plan or subdivision plan registered at the Land Titles Office;
 - (b) any and all agreements to allow for use and occupation all government road allowances existing under an township plan registered at the Land Titles Office;
 - (c) all utility right of way and/or easement agreements, and any related right of way plans, whether or not registered at the Land Titles Office; and
 - (d) any and all crossing agreements, registered at the Land Titles Office or otherwise, affecting the Wastewater system or the above-noted agreements;

respecting or relating to the Village's water transmission and distribution within the County.

SCHEDULE F**DISPUTE RESOLUTION PROCEDURE****1. Definitions**

In this Schedule, in addition to terms defined elsewhere in this Agreement, the following words and phrases have the following meanings:

- (a) "**Approved Arbitrators**" means a list of pre-approved arbitrators agreed upon by the Parties and which may be revised and/or updated by the mutual agreement of the Parties from time to time (for clarification, Approved Arbitrators may include reference to a group of practitioners, or a firm or corporation engaged in the business of providing Arbitration services);
- (b) "**Approved Mediators**" means a list of pre-approved mediators agreed upon by the Parties and which may be revised and/or updated by the mutual agreement of the Parties from time to time (for clarification, Approved Mediators may include reference to a group of practitioners, or a firm or corporation engaged in the business of providing Mediation services);
- (c) "**Arbitrator**" means the person appointed to act as such to resolve any Dispute;
- (d) "**Arbitration**" means a process whereby each of the Parties, with or without legal counsel, agrees to jointly engage and meet with an Arbitrator who will render a binding decision in respect of any Disputes;
- (e) "**Disclosed Information**" means the information disclosed by a Party for the purpose of settlement, negotiation, Mediation or Arbitration;
- (f) "**Mediation**" means a process whereby a Representative of each Party, with or without legal counsel, agrees to jointly engage the services and meet with a Mediator to participate in a mediation, conciliation or similar dispute resolution process;
- (g) "**Mediator**" means the person appointed to facilitate the resolution of a Dispute between the Parties; and
- (h) "**Representative**" means an individual who has no direct operational responsibility for the matters comprising the Dispute, who holds a senior position with a Party and who has full authority to settle a Dispute.

2. Principles of Dispute Resolution

The County and the Village acknowledge and agree that:

- (a) in any business relationship a difference of opinion or interpretation or a divergence of interest may arise;
- (b) the County and the Village are committed to resolving any disputes in a non-adversarial, informal and cost efficient manner;

- (c) the Dispute Resolution Procedure apply in respect of Disputes which are either referred by the mutual agreement of the Parties to, or are specifically required by the terms of this Agreement to be resolved in accordance with, the Dispute Resolution Procedure;
- (d) the Dispute Resolution Procedure shall not apply to anything relating to decisions, procedures, or discretions respecting or flowing from County bylaws; and
- (e) the Parties shall make all reasonable efforts to resolve all Disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate these negotiations as further contemplated within this Schedule.

3. Dispute Process

In the event of any Dispute to which the Dispute Resolution Procedure applies pursuant to Section 2(c) of this Schedule, the Parties agree that they shall undertake a process to promote the resolution of a Dispute in the following order:

- (a) first, by negotiation;
- (b) second, by way of Mediation; and
- (c) third, if agreed to mutually by the parties, by Arbitration.

Negotiation, Mediation or Arbitration shall refer to, take into account, and apply the intentions and principles stated by the Parties within this Agreement.

4. Negotiation

A Party may give Notice ("**Dispute Notice**") to the other Party of a Dispute and outline in reasonable detail the relevant information concerning the Dispute. Within seven (7) days following receipt of the Dispute Notice, the Parties shall each appoint a Representative, who shall meet and attempt to resolve the Dispute through discussion and negotiation. If the Dispute is not resolved within thirty (30) days following the delivery of the Dispute Notice, the negotiation shall be deemed to have failed.

5. Mediation

- (a) If the Representatives cannot resolve the Dispute through negotiation within the thirty (30) day period provided for in Section 4 above, then either Party may within ten (10) days following such thirty (30) day period (but not thereafter) provide the other Party with a Notice ("**Mediation Notice**") specifying:
 - (i) the subject matters remaining in Dispute, and the details of the matters in Dispute that are to be mediated; and
 - (ii) the nomination of an individual from the list of Approved Mediators to act as the Mediator.
- (b) The Parties shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a Mediator from the list of Approved Mediators (unless the Approved Mediators are unwilling or unable to accept the appointment, or there are no Approved Mediators that

have been pre-approved by the Parties, in which case the Parties may jointly nominate or agree upon a Mediator from outside of the list of Approved Mediators).

- (c) Where a Mediator is appointed, the Parties shall submit in writing their Dispute to the Mediator, and afford to the Mediator access to all records, documents and information the Mediator may reasonably request. The Parties shall meet with the Mediator at such reasonable times as may be required and shall, through the intervention of the Mediator, negotiate in good faith to resolve their Dispute. All proceedings involving a Mediator are agreed to be without prejudice, and the cost of the Mediator shall be shared equally between the Parties.
- (d) In the event that:
 - (i) the Parties do not jointly nominate or agree on the appointment of a Mediator with thirty (30) days of the Mediation Notice;
 - (ii) the Mediation is not completed within thirty (30) days after the appointment of the Mediator; or
 - (iii) the Dispute has not been resolved within sixty (60) days from the date of receipt of the Mediation Notice;

either Party may by Notice to the other withdraw from the Mediation process and in such event the Dispute shall be deemed to have failed to be resolved by Mediation.

6. Arbitration

- (a) If either Party withdraws from the Mediation process as provided for in Section 5(d) of this Schedule, either Party may provide the other Party with Notice ("**Arbitration Notice**") within ten (10) days following such withdrawal (but not thereafter) specifying:
 - (i) the subject matters remaining in Dispute and the details of the matters in Dispute that are to be arbitrated; and
 - (ii) the nomination of an individual from the list of Approved Arbitrators to act as the Arbitrator.

Within fourteen (14) days following receipt of the Arbitration Notice, the other Party shall, by written Notice, advise as to which matters stated in the Arbitration Notice it accepts and with which matters it disagrees and, where the Dispute has been referred by the mutual agreement of the Parties to be resolved in accordance with the Dispute Resolution Procedure (but not otherwise), the other Party shall also advise whether it agrees with the resolution of the disputed items by Arbitration, and whether it agrees with the Arbitrator selected by the initiating Party or provide the name of one Arbitrator selected by that other Party. Where the Dispute has been referred by the mutual agreement of the Parties to be resolved in accordance with the Dispute Resolution Procedure (but not otherwise), should the Parties fail to agree to resolve any disputed items by Arbitration, this Dispute Resolution Process shall come to an end.

-
- (b) Subject to agreement of the Parties to resolve any disputed items by Arbitration as contemplated above the Parties shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an Arbitrator from the list of Approved Arbitrators (unless the Approved Arbitrators are unwilling or unable to accept the appointment, or there are no Approved Arbitrators that have been pre-approved by the Parties, in which case the Parties may nominate or agree upon an Arbitrator from outside of the list of Approved Arbitrators).
 - (c) Should the Parties fail to agree on a single arbitrator within the thirty (30) days following receipt of the Arbitration Notice, then either Party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
 - (d) The terms of reference for Arbitration shall be those areas of dispute referred to in the Arbitration Notice, and the receiving Party's response thereto.
 - (e) The Arbitrator shall conduct the Arbitration in accordance with the commercial arbitration rules (the "**Rules**") established from time to time by the ADR Institute of Canada Inc. (or a successor thereto), unless the Parties agree to modify the same pursuant to any arbitration agreement. The *Arbitration Act* (Alberta) shall apply to all Arbitrations but if there is a conflict between the Rules and the provisions of the Act, the Rules shall prevail. Notwithstanding the foregoing, any such Arbitration shall be conducted in the English language.
 - (f) The Arbitrator shall proceed to hear and render a written decision concerning any Dispute within:
 - (i) forty-five (45) days, if the subject matter of the Dispute is less than \$500,000.00; or
 - (ii) one hundred twenty (120) days, if the subject matter of the Dispute is greater than \$500,000.00.
 - (g) The Arbitrator has the right to award solicitor-client costs against the unsuccessful Party and to award interest but does not have the right to award punitive, consequential or other exemplary damages.
 - (h) The Arbitrator's decision is final and binding but is subject to appeal or review by any Court of proper jurisdiction only with respect to an allegation of fraud.

7. Participation

The Parties and their Representatives will participate in good faith in the negotiation, Mediation and, if applicable, Arbitration processes, and provide such assistance and Disclosed Information as may be reasonably necessary.

8. Location

The place for Mediation and Arbitration shall be within the City of Edmonton, or such other location as the Parties may agree.

9. Selection of Mediator and Arbitrator

Without restricting any of the foregoing and subject to Section 6(c) above, if the Parties are unable to agree upon the appointment of a single Mediator or Arbitrator within the list of Approved Mediators or Approved Arbitrators, respectively, within ten (10) days after receipt of the Mediation Notice or Arbitration Notice, as the case may be, either of the Parties may request that a single Mediator or Arbitrator, as the case may be, of suitable training, experience and independence, and who in respect of the subject matter of the Dispute has a reasonable practical understanding, be recommended by the executive director or other individual fulfilling that role for the ADR Institute of Canada, Inc. (or a successor thereto) for an appointment by the Parties. The executive director shall be requested to make this determination within five (5) days of receipt of the request.

10. Costs

Subject to Section 6(g) of this Schedule, the Parties shall bear their respective costs incurred in connection with the negotiation, Mediation and, if applicable, Arbitration provided that the Parties shall equally share the fees and expenses of the Mediator and Arbitrator and the cost of the facilities required for Mediation and Arbitration.

11. Disclosed Information

All Disclosed Information shall be treated as confidential and neither its delivery nor disclosure shall represent any waiver of privilege by a Party disclosing such Disclosed Information. Subject only to the rules of discovery, each Party agrees not to disclose the Disclosed Information to any other Person or for any other purpose. Such Disclosed Information cannot be used in any subsequent proceedings without the consent of the Party who has made the disclosure. The Parties agree that any Representative, Mediator and, if applicable, Arbitrator shall not be subpoenaed or otherwise compelled as a witness in any proceedings for the purpose of testifying with respect to the nature or substance of any dispute resolution process that may arise in relation to any matter that is a subject of this Agreement. Nothing in this Dispute Resolution Procedure shall require a Party to disclose information that is subject to confidentiality obligation in favour of third parties.

BYLAW NO _____

BEING A BYLAW OF
SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF ADOPTING THE VILLAGE OF WASKATENAU AND SMOKY LAKE COUNTY SECTION
54 AGREEMENT (INTERMUNICIPAL WATER AND WASTEWATER SERVICING)
PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26 OF
THE REVISED STATUTES OF ALBERTA 2000, AND AMENDMENTS THERETO

WHEREAS section 54 of the Act provides that a municipality may provide services outside its municipal boundaries and within the boundaries of another municipality, with the agreement of the other municipality;

AND WHEREAS section 12 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, (the "Act") provides that a bylaw of a municipality applies only inside its boundaries unless one municipality agrees with another municipality that a bylaw passed by one municipality has effect inside the boundaries of the other municipality and the council of each municipality passes a bylaw approving the agreement;

AND WHEREAS the Village of Waskatenau and Smoky Lake County share a common border;

AND WHEREAS the Village of Waskatenau and Smoky Lake County share common interest and deem it desirable to authorize the Village of Waskatenau to provide sanitary sewer and water services within Smoky Lake County;

AND WHEREAS it is desirable to set forth the terms and conditions under which such services will be provided by the Village of Waskatenau to Smoky Lake County residents;

NOW THEREFORE the Council of Smoky Lake County, duly assembled, hereby:

- (a) adopts the Village Of Waskatenau and Smoky Lake County Intermunicipal Water and Wastewater Services Agreement (the " Intermunicipal Services Agreement"), being the document attached hereto and forming Schedule A of this Bylaw; and
- (b) agrees and consents to Village of Waskatenau Utility Bylaw No. _____ and _____ applying and having effect within Smoky Lake County, to the extent necessary so as to allow the Village of Waskatenau to provide the Services within the Service Area, as more specifically outlined and defined within the Intermunicipal Services Agreement.

This bylaw comes into force and effect upon third reading by Council.

READ a first time this ____ day of _____, 20____.

READ a second time this ___ day of _____, 20____.

READ a third time and finally passed this ____ day of _____, 20____.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Date Signed

SCHEDULE A

Intermunicipal Water and Wastewater Services Agreement


Between

Village of Waskatenau

and

Smoky Lake County

[Month 2022]

REQUEST FOR DECISION		DATE	December 14, 2022	4.4
TOPIC Realignment of Portions of Victoria Trail – Pt. NW-12-58-18-W4M				
PROPOSAL	<ul style="list-style-type: none"> To register a Road Plan to widen the right-of-way of portions of Victoria Trail, adjacent to the lands legally described as Pt. NW-12-58-18-W4M, in order to rectify an encroachment of Victoria Trail on said lands and to ensure that all portions of the as-built road are located within the confines of the registered Road Plan. 			
BACKGROUND	<ul style="list-style-type: none"> The Chief Administrative Officer and the Planning and Development Manager met with Mr. Larry Hruschak, owner of the lands legally described as Pt. NW-12-58-18-W4M, who had brought to administration's attention that a portion of Victoria Trail was encroaching on said lands. An aerial photo is attached showing the extent of the encroachment. © Attachment 1 During the discussion with Mr. Hruschak, options were discussed for rectifying the encroachment, the simplest being the surveying and registration of a Road Plan adjacent to the existing Road Plan 3716T, which would have the affect of widening the right-of-way for Victoria Trail in this location, allowing the as-built road to be located completely within the right-of-way. In 2013, at the time of registration of an adjacent subdivision on the north side of Victoria Trail, a tentative Road Plan was prepared by the surveyor but for some reason was not registered at that time. The County's records do not indicate why the Road Plan was not registered. A copy of the subdivision plan showing the unregistered Road Plan is attached for reference. © Attachment 2 Following this discussion, Mr. Hruschak sent an email to the Planning and Development Manager indicating that he wished for Council to consider his request to have the encroachment rectified via the registration of a Road Plan. © Attachment 3 This process will require the County to negotiate the purchase of land from Mr. Hruschak in order to register the Road Plan. 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
Nil.				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS			Nil.	
BENEFITS	<ul style="list-style-type: none"> Allows the County to rectify an encroachment of the Victoria Trail on private property Allows landowner to avoid potential liability for accidents occurring on his property 			
DISADVANTAGES	<ul style="list-style-type: none"> Surveying and land acquisition costs 			
ALTERNATIVES	<ul style="list-style-type: none"> Deny the request and continue with the status quo 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	_____	Capital Costs:	_____	
Budget Available:	_____	Source of Funds:	_____	
Budgeted Costs:	_____	Unbudgeted Costs:	_____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS			Nil.	
COMMUNICATION STRATEGY			Nil.	
RECOMMENDATION				
<p>Recommendation: That Smoky Lake County proceed with the surveying and preparation of a Road Plan to rectify the encroachment of the Victoria Trail onto the lands legally described as Pt. NW-12-58-18-W4M, and to negotiate with the landowner to obtain the necessary land required for the registration of said Road Plan with the Alberta Land Titles Office.</p>				
CHIEF ADMINISTRATIVE OFFICER				

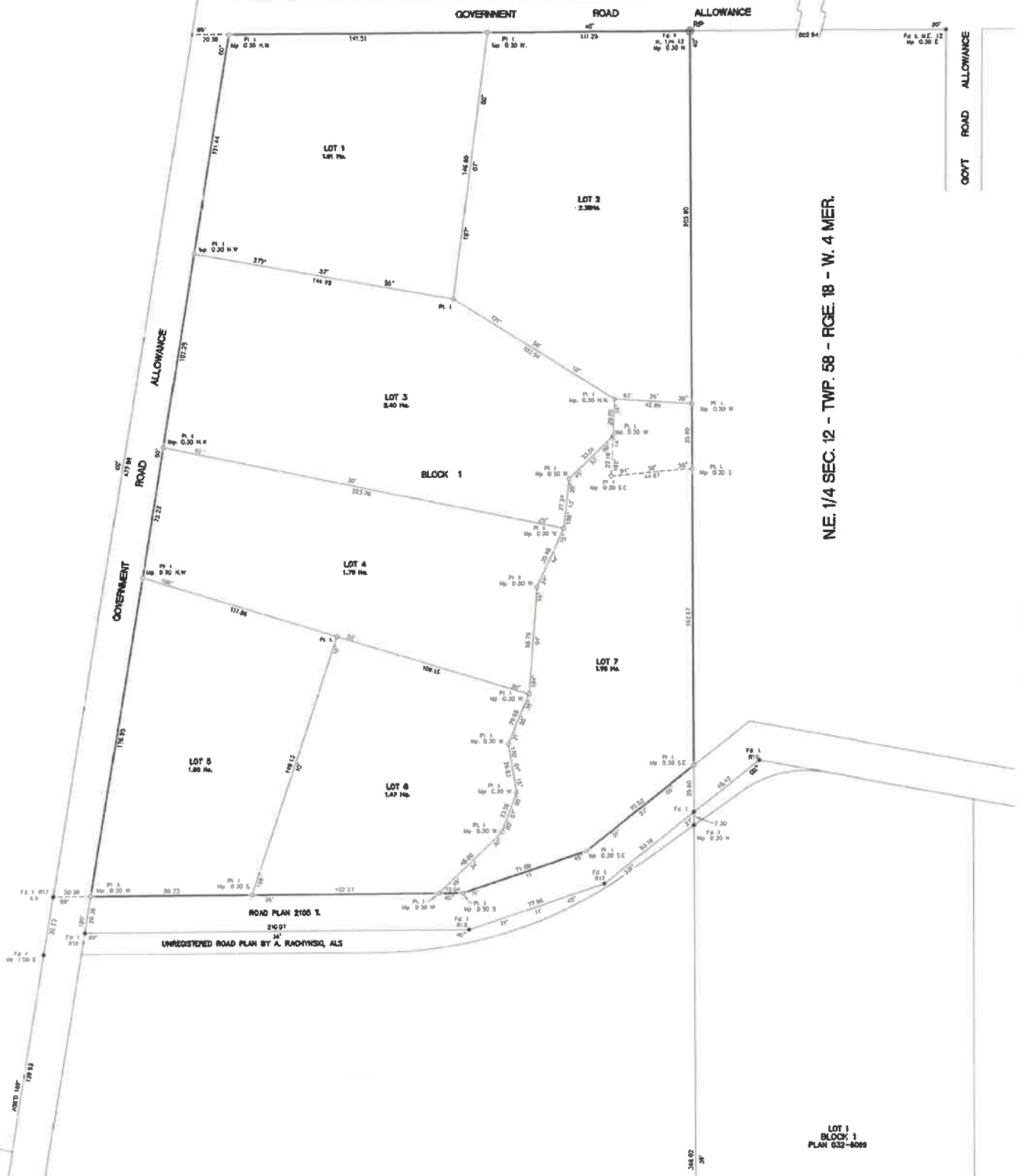
RGE RD 180A

VICTORIA TRAIL

11



N



N.E. 1/4 SEC. 12 - TWP. 58 - RGE. 18 - W. 4 MER.

N.W. 1/4 SEC. 12 - TWP. 58 - RGE. 18 - W. 4 MER.

LOT 1
BLOCK 1
PLAN 032-6099

Jordan Ruegg


From: [REDACTED]
Sent: November 3, 2022 1:39 PM
To: Jordan Ruegg
Subject: Victoria Trail Alignment.

Good afternoon Jordan.

Can we please move forward with the Victoria Trail Alignment as per discussion on November 2 meeting with Gene Sobolewski, Harvey Prockiw, and yourself. If you have any further questions please don't hesitate to contact me at 1-

[REDACTED]
Regards Larry Hruschak.
Sent from my iPhone



REQUEST FOR DECISION		DATE	December 14, 2022	4.5
TOPIC	Policy Statement No. 07-08-01: Alberta's Lakeland Destination Marketing Organization (DMO) - Liaison Committee Terms of Reference			
PROPOSAL	<p>HISTORY: <i>Email received from Marianne Janke, Travel Lakeland / Alberta's Iron Horse Trail Oct. 20, 2022:</i></p> <p>Heart of the Lakeland Marketing Organization was incorporated in 1996 as a non-profit organization. Since that time, the name evolved to Alberta's Lakeland Destination Marketing Organization and in 2017 they rebranded their public persona to "Travel Lakeland".</p> <ol style="list-style-type: none"> 1. Alberta's Lakeland DMO has evolved, as have other DMOs in the Province, into more of a destination management organization. While the focus used to be only on marketing, the tourism sector has grown and become more complex and so has the work we do. The Board works to fairly represent all the communities in the Lakeland and in turn, <u>community input</u> is very valuable in shaping the direction of the organization and the region. While we now have a number of tourism groups in the region and we all have our strengths and weaknesses, we need to work together and be mindful of what is happening within the tourism sector so we can partner, capitalize on opportunities and grow regionally. 2. The DMO, CDEA, Smoky Lake Region, STEP (St. Paul – Elk Point Economic Development Alliance), N.E. HUB, Alberta's Iron Horse Trail and the CF office have been working together for the last three years to develop tourism product in the northeast. Coupled with the work from #TakeItToTheLake and Go East, all successfully managed to capture the attention of Travel Alberta. Travel Alberta recently announced their next tourism destination development focus in the Province is the North East Lakelands . . . that is us. They are in the process of conducting a tourism strategy which will be completed March-April of 2023. We've already had a round of discussions, are participating in the tourism destination zone meetings and sit on the steering and coordinating committees. <p>The DMO is still a recognized designation by the Province and Travel Alberta. The organization is funded solely through membership fees from the municipalities and tourism operators.</p> <ul style="list-style-type: none"> • Membership is open to industry, municipal governments, non-profits, and chambers of commerce, claiming the benefits of: reaching more customers and/or increase attendance at your events or promote your community, receiving access to advertising funding opportunities, discounted advertising options, and increased visibility on their website: https://travellakeland.ca/ <p>The Lakeland region assist tourism operators with their product development and marketing initiatives and are a regional partnership between private businesses, non-profits, and government organizations.</p> <p>BACKGROUND:</p>  <p>The Board of Directors manage the direction of the organization and Marianne Janke works for them part time (Since 2005) and sees to the day-to-day operations.</p> <p>The Objectives of Alberta's Lakeland Destination Marketing Organization:</p> <ul style="list-style-type: none"> • Advertise and promote the many communities, businesses, services and recreational facilities of the area. The Lakeland region covers from Highway 16 north to LLB and Plamondon and from Smoky Lake County east to the SK border. • Advertise and promote the events, attractions and activities within Alberta's Lakeland region. • Educate the residents of Alberta's Lakeland to be friendly and cooperative to visitors and encourage them to be a tourist in their own back yard. • Promote the development of new tourism product and improvement in the existing services, activities and facilities for the visitor. • Cooperate with the federal and provincial governments and travel industry associations in providing the best possible information to visitors both before and after they arrive. • To be the liaison between Travel Alberta, stakeholders and tourism operators in Alberta's Lakeland region to ensure opportunities are not missed, educational materials and workshops are provided, and marketing opportunities and initiatives are maximized to the benefit of all members. • To foster, establish and promote industry standards. 			

CURRENT:	
<p>The organization's mission is to provide unified resources and opportunities for the world to experience the uniqueness of the Lakeland region and assists tourism operators with their product development and marketing initiatives in partnership between private businesses, non-profits, and government organizations.</p> <p>January 27, 2022: Smoky Lake County purchased a Membership to the Alberta's Lakeland Destination Marketing Organization Year-2022 in the amount of \$774.17, at \$.30 cents per capita for a population of 2,459 plus G.S.T.</p> <p>Michelle Wright is on the DMO Board (President) and she does a fantastic job of representing Smoky Lake, both bringing information to the meetings and taking information back to your municipalities and operators. At the last RCDC Meeting discussion was held on the request for a need of involvement from the municipalities now more so than ever before. These discussions and development were based on a level that need to fit with local government's strategies and improvement plans.</p>	
PROPOSAL:	
<ul style="list-style-type: none"> • Alberta's Lakeland Destination Marketing Organization does not have a Directors Duties & Responsibilities document. However, DMO expects attendance, participation, passion and commitment from members sitting on the Board. • DMO would like representation of elected officials to share ideas, proposals and issues with their council for discussion (not just reporting) and to bring feedback, solutions and their community's perspective back to the Board. • The Town of Smoky Lake recently appointed an elected official to the Board and the DMO is hopeful the County will do so as well. 	
CORRELATION TO BUSINESS (STRATEGIC) PLAN	
N/A	
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	
BENEFITS	<ul style="list-style-type: none"> • Consistent representation for the Smoky Lake County. • Being on the Alberta's Lakeland DMO, Travel Lakeland online presence is particularly important. Statistics show that leisure travelers search several online sources during their trip-planning activities. • Alberta's Lakeland DMO, Travel Lakeland website web pages which are dedicated to specific "tourist routes" or "themed visits" are particularly effective for attracting visitors interested in high-adventure, culinary, golf, wellness, or other types of travel. They oversee, create, and implement marketing campaigns and promotions to inspire travelers to visit their destination.
DISADVANTAGES	
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Council's discretion.
FINANCE/BUDGET IMPLICATIONS	
Operating Costs:	\$ 774.17
Budget Available:	\$ _____
Budgeted Costs:	\$ _____
Capital Costs:	\$ _____
Source of Funds:	_____
Unbudgeted Costs:	\$ _____
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Working in conjunction with RCDC Regional Community Development Committee
COMMUNICATION STRATEGY	N/A
RECOMMENDATIONS	
<p>That Smoky Lake County Policy Statement No. 07-08-01: Alberta's Lakeland Destination Marketing Organization (DMO) - Liaison Committee Terms of Reference, be adopted.</p>	
CHIEF ADMINISTRATIVE OFFICER	<i>Yane ... for CAO</i>



Title: Alberta’s Lakeland Destination Marketing Organization (DMO) - Liaison Committee Terms of Reference		Policy No.: 08-01
Section: 07	Code: P-S	Page No.: 1 of 1

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To establish the Alberta’s Lakeland Destination Marketing Organization (DMO) Liaison Committee under Recreation and Culture Services and allow for appointments to be made to the Committee at the County’s Organizational Meeting.
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Policy Statement and Guidelines:

1. STATEMENT:

1.1 The Alberta’s Lakeland Destination Marketing Organization (DMO), was incorporated as a non-profit organization in 1996 as the “Heart of the Lakeland Destination Marketing Organization” and then rebranded to “Alberta’s Lakeland Destination Marketing Organization (DMO)” and in 2017 and is also publicly known as “Travel Lakeland”.



Smoky Lake County is a paid member of the Alberta’s Lakeland DMO through a yearly membership fee that varies based on a per capita; and as a paid member, there is an opportunity to sit on the Alberta’s Lakeland DMO Board of Directors.

2. MEMBERSHIP:

2.1 Two Elected Officials shall be appointed at the County’s Organizational meeting to the Alberta’s Lakeland Destination Marketing Organization (DMO) Liaison Committee who will fulfill the duties of a member of the Alberta’s Lakeland DMO Board of Directors:

- 2.1.1 one Elected Official shall be appointed as the member to the Board of Directors; and
- 2.1.2 another Elected Official shall be appointed as the as alternate member.

3. OBJECTIVE:


3.1 To provide representation of Smoky Lake County on the Alberta’s Lakeland DMO Board of Directors.

4. MANDATE:

- 4.1 An appointed member shall:
 - 4.1.1 attend all scheduled Board meetings and engage in discussion,
 - 4.1.2 share ideas, proposals and issues with Council for discussion and bring feedback, solutions and/or County perspective back to the Board,
 - 4.1.3 inform Council of events, attractions and activities in tourism, acting as a liaison between Travel Alberta, stakeholders, and tourism operators within Alberta’s Lakeland region.

	Date	Resolution Number
Adopted	December 14, 2022	# - Page #
Amended		
Amended		



REQUEST FOR DECISION		DATE	December 14, 2022	4.6
TOPIC	Policy Statement No. 62-11-01: Lakeland Industry and Community Association (LICA) - Liaison Committee Terms of Reference			
PROPOSAL	<p>BACKGROUND:</p> <p>December 16, 2021, Council Meeting per Motion #193-21: extended an invitation to the Lakeland Industry and Community Association (LICA) to be a delegation at the next or future County Council meeting, to discuss a membership which would provide County residents and communities access to the Community Education and Outreach opportunities provided by LICA.</p> <p>January 27, 2022, Council Meeting per Motion #299-22: purchased a LICA Year-2022 membership for \$250.00 to allow County residents and communities access to the Community Education and Outreach opportunities provided by LICA, and show a partnership towards a positive environmental impact.</p> <p>August 25, 2022, Council Meeting per Motion #1006-22: appointed Councillor Halisky as member to LICA and Councillor Gawalko as alternate member, and also approve to attend LICA's 22nd Annual General Meeting, on October 6, 2022 at Métis Crossing.</p> <p>October 26, 2022, Council Organizational Meeting per Motion #53-22: Councillor Lorne Halisky was appointed as member to the Lakeland Industry & Community Association (LICA) and Councillor Dan Gawalko was appointed as alternate.</p> <p>PROPOSAL:</p> <p>A policy is required to formally establish the Lakeland Industry and Community Association (LICA) Liaison Committee to guide the County's membership to LICA and allow for appointments to be made to LICA's board of directors.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
N/A				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS				
BENEFITS	Consistent representation for the Smoky Lake County.			
DISADVANTAGES				
ALTERNATIVES	<ul style="list-style-type: none"> ▪ Council's discretion. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ 250.00	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS				
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p>That Smoky Lake County Policy Statement No. 62-11-01: Lakeland Industry and Community Association (LICA) - Liaison Committee Terms of Reference, be adopted.</p>				
CHIEF ADMINISTRATIVE OFFICER	 for CAO			




Title: Lakeland Industry and Community Association (LICA) - Liaison Committee Terms of Reference		Policy No.: 11-01
Section: 62	Code: P-S	Page No.: 1 of 1

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To establish the Lakeland Industry and Community Association (LICA) Liaison Committee, under Agricultural Services and allow for appointments to be made to the Committee at the County's Organizational Meeting.
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Policy Statement and Guidelines:

- 1. STATEMENT:**
 - 1.1 The Lakeland Industry and Community Association (LICA) was formed in October 2000 as a not-for-profit association, registered under the Alberta Societies Act, in response to the expansion of oil and gas production in the Beaver River Watershed region.



Smoky Lake County is a paid member of LICA through a yearly membership and as such, there is an opportunity to sit on the LICA Board of Directors.

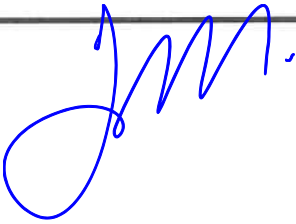
- 2. MEMBERSHIP:**
 - 2.1 Two Elected Officials shall be appointed at the County's Organizational meeting to the LICA Liaison Committee who will fulfill the duties of a member of the LICA Board of Directors:
 - 2.1.1 one Elected Official shall be appointed as the member to the Board of Directors; and
 - 2.1.2 another Elected Official shall be appointed as the as alternate member.

- 3. OBJECTIVE:**
 - 3.1 To provide representation of Smoky Lake County on the LICA Board of Directors.

- 4. MANDATE:**
 - 4.1. An appointed member shall:
 - 4.1.1 attend all scheduled Board meetings and engage in discussion,
 - 4.1.2 share ideas, proposals and issues with Council for discussion and bring feedback, solutions and/or County perspective back to the Board,
 - 4.1.3 inform Council of events and activities of LICA, acting as a liaison between the Watershed Planning and Advisory Council (WPAC) for the Beaver River Watershed, one of eleven WPACs in Alberta, and an Airshed Zone monitoring the air quality throughout the LICA region.

	Date	Resolution Number
Adopted	December 14, 2022	# - Page #
Amended		
Amended		



REQUEST FOR DECISION		DATE	December 14, 2022 4.7
TOPIC	Alberta Care Conference Strathmore, AB February 22-24,2023		
PROPOSAL	Another Alberta Care Conference will be held at Strathmore on February 22- February 24.		
CORRELATION TO BUSINESS (STRATEGIC) PLAN			
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	•		
BENEFITS	•		
DISADVANTAGES	•		
ALTERNATIVES	•		
FINANCE/BUDGET IMPLICATIONS			
Operating Costs:	_____	Capital Costs:	
Budget Available:	_____	Source of Funds:	
Budgeted Costs:	_____	Unbudgeted Costs:	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS			
COMMUNICATION STRATEGY			
Recommendation			
That Smoky Lake Count Council and relevant staff who can attend, attend the Alberta Care Conference at The Travel Lodge by Wyndham 350 Ridge Road, Strathmore Alberta, AB on February 22-24, 2023			
CHIEF ADMINISTRATIVE OFFICER			

Tuesday February 21st

10:00 a.m. - 4:00 p.m. Updated HHW Course Register separately with executivedirector@albertacare.org

Wednesday February 22nd

9:00 a.m. - 5:00 p.m. Registration and Exhibit Set Up

11:00 a.m. - Noon Lunch and Refreshments

1:00 p.m. TOUR #1

- Rocky View County Irricana Transfer Station
- City of Airdrie, Self Serve Transfer Station and Recycling Depot
- DEMO Fog Dog Energy - Mini Unit producing Diesel Fuel (*tentative*)

OR

TOUR #2

- Drumheller Regional Solid Waste Landfill
- Terrell Museum (*Buses provided for Tours*)

5:00 p.m. COCKTAILS (Cash Bar)

6:30 p.m. BUFFET BANQUET

8:00 p.m. Entertainment



Running with the Bulls



Thursday, February 23rd

7:00 a.m. Exhibit Viewing & Buffet Breakfast

8:15 a.m. Welcome - Tom Moore, Chairman, Alberta CARE

8:30 a.m. Town of Strathmore, Overview of Environmental Sustainable Development

9:15 a.m. Geodesic Community Dome
Strathmore Highschool, Mr. Colehantz and Students

10:00 a.m. Southern Alberta Energy from Waste Association (SAEWA)
Ray Juska, Councillor, City of Brooks, AB and Paul Ryan SAEWA Board Member

10:45 a.m. Grain Bag and Twine Recycling
Dan Zembal, Poly Ag Recycling & Davin Johnson, Clean Farms

11:30 a.m. Regional Intro to Plastic Recycling 1 - 7 and Mixed Post Consumer Plastic
Mark Sabourin, EFS Plastic Recycling (*Coffee Side Bar*)

NOON BUFFET LUNCHEON

1:15 p.m. TOUR #3

- Quantum Life Styles - Info Technology Assets Disposition (ITAD)
- Military Museum - 2nd Largest in Canada (*Buses provided*)
(*Buses loading at 1:00 p.m.*)

5:00 p.m. COCKTAILS

6:30 p.m. BUFFET BANQUET

8:00 p.m. Silent Auction Ends

9:00 p.m. HOSPITALITY EVENING - Hosted by K&K Recycling

\$525.00 Registration Per Person
Register 3 or more Delegates
and receive a....

10% Discount!

This Conference is Alberta Environment approved for Continuing Education Units

Friday, February 24th

7:00 a.m. Exhibit Viewing & Hot Buffet Breakfast

8:30 a.m. AI Technology for the Waste Stream
Glen Finstad, Councillor, City of Leduc, AB

9:00 a.m. Alberta Plastics Recycling Association (APRA) Update
Tammy Schwass, Executive Director

9:30 a.m. Extended Producers Responsibility (EPR) Municipal Update
Ed Gugenheimer, Alberta Recycling Management Association (ARMA)

10:15 a.m. Plastic Bumpers - Automotive Recyclers of Canada (ARC)
Steve Fletcher, Environment Canada and Climate Change

11:00 a.m. Closing Remarks
Tom Moore, Chairman, Alberta CARE

(*Coffee Side Bar During Morning Sessions*)



Capital Power



Solar Farm

ALBERTA Coordinated Action for Recycling Enterprises (CARE)
1-780-980-8089 Phone



Printed on 100% Post-Consumer Recycled Paper

Alberta CARE Spring Seminar

February 22nd-February 24th

2023

Accommodations

Travel Lodge by Wyndham
350 Ridge Road
Strathmore, AB
1-403-901-0000



Group Booking: Alberta CARE



The Vault Cultural Collective

Alberta CARE Spring Seminar

February 22nd-February 24th

2023

Travel Lodge by Wyndham
350 Ridge Road, Strathmore, AB



Geodesic Community Dome



Town Office



Please forward registrations & payment to:

ALBERTA C.A.R.E.

Linda McDonald, Executive Director

5212-49 Street

Leduc, AB T9E 7H5

Cell:780-980-8089

Email: executivedirector@albertacare.org

Web: www.albertacare.org

Who Should Attend?

- Municipal Elected Officials
- Waste Commission Managers
- Landfill Operators
- Public Works Employees
- Eco Centre Employees
- Alberta Recycling Associations
- Alberta Landfill Engineers
- Waste Management Vendors
- Waste Disposal Companies
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

Silent Auction

Going once...
Going twice...

Ends February 23/22
at 8:00 p.m.



REQUEST FOR DECISION	DATE	December 14, 2022	4.9
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TOPIC	Regional Community Development Committee (RCDC) 2023 Economic Development Budget
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PROPOSAL

BACKGROUND:

October 31, 2022, Regional Community Development Committee (RCDC) Motion #12-22:
 That the Regional Community Development Committee (RCDC) recommend that each respective municipality adopt the 2023 Economic Development Budget in the amount of \$115,600 and that Smoky Lake County, as Managing Partner, invoice each respective municipality for the actual costs incurred in 2022 minus the applied reserve amount of \$59229, as per the approved 2022 formula: County 67.5%, Town 27% and Village of Vilna 5.5%:

ECONOMIC DEVELOPMENT	DRAFT
2023	
REVENUE	
Funding from municipalities	\$115,560
Transfer From Reserve	
Grants	
TOTAL REVENUE	\$115,560
EXPENSES	
<i>Economic Development</i>	
Community Economic Development Officer	\$80,000
IT Support	\$3,000
Mileage/Meals/Lodging	\$4,000
Training/Assn Fees	\$2,000
Cell Phone	\$600
Advertising	\$5,000
Computer Program/Supplies	\$750
Office Supplies	\$250
TOTAL ECONOMIC DEVELOPMENT ADMIN	\$95,600
<i>Projects</i>	
	\$20,000
TOTAL PROJECTS	\$20,000
TOTAL EXPENSES	\$115,600

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Bylaw 1399-21: RCDC Terms of Reference. Policy Statement No. 61-07-04: RCDC Terms of Reference.
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BENEFITS	Continue promoting the development of a diversified economic base in the Smoky Lake Region.
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DISADVANTAGES	
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ALTERNATIVES	
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FINANCE/BUDGET IMPLICATIONS

Operating Costs:	\$ _____	Capital Costs:	\$ _____
Budget Available:	\$ _____	Source of Funds:	_____
Budgeted Costs:	\$ 78,030.00	Unbudgeted Costs:	\$ _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	
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COMMUNICATION STRATEGY	N/A
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RECOMMENDATIONS

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) approve the 2023 Economic Development Budget in the amount of \$115,600.00 including Municipal Contributions in the total amounts allocated as follows: Smoky Lake County at 67.5% in the amount of \$78,030.00, Town of Smoky Lake at 27% in the amount of \$31,212.00, and Village of Vilna at 5.5% in the amount of \$6,358.00.

CHIEF ADMINISTRATIVE OFFICER	
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REQUEST FOR DECISION		DATE	December 14, 2022	4.10
TOPIC	Ukrainian Twinning Committee - 2023 Budget			
PROPOSAL	<p>BACKGROUND:</p> <p>The Ukrainian Twinning project was initiated by the Regional Community Development Committee (RCDC) and in January 27, 2020, the Smoky Lake Region municipalities: Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau executed a Memorandum of Understanding with the Kosiv District, Ivano-Frankivska Oblast, Ukraine, for a period of five (5) years from the date of execution, to pursue the Ukrainian Twinning Initiative.</p> <p>The Town of Smoky Lake is the Managing Partner. The Budget for this Committee has been \$5,000.00 each year, so far. On November 22, 2022, the Committee recommended a \$5,000.00 budget for 2023. This is in accordance with the Committee's Terms of Reference with the following municipal contributions:</p> <ul style="list-style-type: none"> Smoky Lake County 50% = \$2500 Town of Smoky Lake 25% = \$1250 Village of Vilna 12.5% to max \$625 = \$625 Village of Waskatenau 12.5% to max \$625 = \$625 <p>PROPOSAL:</p> <p>Administration is recommending Council approve the budget proposed by the Town in accordance with the Ukrainian Twinning Committee's Terms of Reference under the County's Bylaw No. 1404-21: Ukrainian Twinning Committee.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		Bylaw No. 1404-21: Ukrainian Twinning Committee.		
BENEFITS	Improve and sustain the historic and cultural connections, support opportunities for collaboration between private sector organizations, and facilitate opportunities for collaboration in the areas of education, culture, economics and social initiatives, between Kosiv District, Ukraine and our Smoky Lake Region.			
DISADVANTAGES				
ALTERNATIVES				
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	\$ 2,500.00	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS				
COMMUNICATION STRATEGY		N/A		
RECOMMENDATIONS				
<p>That Smoky Lake County approve to provide funding in the amount of \$2,500.00 to the Ukrainian Twinning Committee's Managing Partner: Town of Smoky Lake, towards the Committee's Year-2023 budget in the total amount of \$5,000.00, using the following municipal funding formula in accordance with the Committee's Terms of Reference:</p> <ul style="list-style-type: none"> Smoky Lake County at 50% in the amount of \$2,500.00, Town of Smoky Lake at 25% in the amount of \$1,250.00, Village of Vilna at 12.5% in the amount not to exceed \$625.00, Village of Waskatenau at 12.5% in the amount not to exceed \$625.00. 				
CHIEF ADMINISTRATIVE OFFICER		 _____ for CAO		



REQUEST FOR DECISION		DATE	December 14, 2022
			4.11
TOPIC	Policy Statement No. 02-34-01: Peace Officer Enforcement Jurisdiction		
PROPOSAL	<p>HISTORY:</p> <ul style="list-style-type: none"> ▶ Smoky Lake County has been an authorized employer to employ a Peace Officer since Year 2007. <ul style="list-style-type: none"> ■ August 17, 2006 – Motion 627-06: That Smoky Lake County forward to the Alberta Solicitor General an “Application for Authorization to Employ a Special Constable”. ▶ May 1, 2007: Authorization to Employ Peace Officer for Smoky Lake County was received and Peace Officer Appointment. <hr/> <p>BACKGROUND: PEACE OFFICER PROGRAM</p> <p>Note: ● The Peace Officer Program is very detailed and closely monitored Program by the Alberta Justice and Security System. All actions taken by the employer has to be completed by written Policy, (especially with its Policy and Procedure changes) within a specified timeline.</p> <p>LAST PEACE OFFICER APPOINTMENT: Provincial Statutes and Regulations, under the <i>Peace Officer Act</i>, to enforce was: Received on February 17, 2022 – Motion was passed at March 24, 2022.</p> <ul style="list-style-type: none"> ▶ When Smoky Lake County became an authorized “Employer” – the following documents were established – to be in compliance with the Peace Officer Program: <p>Smoky Lake County - (15) Policies developed to adhere to with the Peace Officer Program:</p> <ol style="list-style-type: none"> 1 Policy Statement No. 02-07: Handling Public Complaints and Administration of Discipline for Peace Officers. 2 Policy Statement No. 02-08: Peace Officer Code of Conduct. 3 Policy Statement No. 02-09: Peace Officer: Human Relations Records – A: Oath and B: Incident Report. 4 Policy Statement No. 02-10: Peace Officer: Operational Records Management System. 5 Policy Statement No. 02-11: Peace Officer: Annual Reporting. 6 Policy Statement No. 02-12: Traffic Safety Plan. 7 Policy Statement No. 02-17: Peace Officer: Use of Defensive Baton. 8 Policy Statement NO. 02-18: Peace Officer: Use of OC Spray. 9 Policy Statement No. 02-19: Peace Officer: Known Risk Policy. 10 Policy Statement No. 02-26: Peace Officer: Communication System. 11 Policy Statement No. 02-27: Peace Officer: Informal Complaints Process. 12 Policy Statement No. 02-28: Peace Officer: Notebook Policy. 13 Policy Statement No. 02-29: Peace Officer: Exhibit Handling. 14 Policy Statement No. 02-32: Peace Officer: Video Recording System. 15 Policy Statement No. 02-33: Peace Officer: Memorandum of Understanding with RCMP. 		

CURRENT:

✓ **NEW – Amended Version 3.0 of the Public Security Peace Officer Program: Policy and Procedures Manual, dated March 2022 was released.**



Appendix F: Mandatory Employer Policy/Standard Operating Procedures

The mandatory policy/standard operating procedures required for Employers of Peace Officers may vary depending on the authorities being requested and are subject to change. **New requirements or changes** to requirements are posted in the Peace Officer Program Bulletin as changes occur and will be added to the manual when it is updated.

The minimum policy requirements for employers must include the following, if applicable:

Highlighted in Yellow : Smoky Lake County currently has policies established.	Highlighted in Green : Policies to develop.	In Progress: Today's Policy on Jurisdiction.
Agency objective, delivery service model and approach to the peace officer services		Records Management and Retention System (4) - Personnel file for each PO
Jurisdiction – maps and written geographic description - In Progress		- Supervisor file reviews - Record retention
Authority and employer restrictions		- investigations/charges that may go to appeal
Enhanced Authorities, if approved		- public complaints against POs (5 years) - administration and management of PO operations (3 years)
Duties and responsibilities 1-M-07-03- Job Description		- Bodycam, in-car video data storage
Uniform and department - Next – working on it. - permitted equipment - rank structure - requirement to carry and present ID		- Case/file management system - Operational Records - shift schedules - pilot project approval
Code of Conduct (2)		- JFO invitations - approvals for new weapons or equipment - approval for stealth vehicles
Use of peace officer patrol vehicles - stealth vehicle policy - decommissioning vehicles		Notebook Policy (12)
Traffic Safety Plan (6)		In-car audio/visual equipment policy (14)
Emergency Response (2)		Body worn camera policy (14)
Weapons (8 and 9) - use of force policy - decommissioning weapons		Evidence collection and management (13)
Privacy Policy - protection of personal information and legislation - use of databases (JOIN, ROADS, CPIC)		Highway enforcement
Public complaints policy and process (includes informal resolution) (1) and (11)		Pursuits and Closing the Distance
Employer-initiated investigation policy and process		Communications/Dispatch policy and protocols (10)
Disciplinary policy (existing employer's policy) (2)		Known-risk policy and protocols (9) and Reporting Requirements (5)

Other Municipalities: Policy from Parkland County on Peace Officer Enforcement Jurisdiction. **Attachment #2 As a reference**

MOTION:
Smoky Lake County Council: December 16, 2021: Motion 216-21:
 That Smoky Lake County Council approve the extension of the existing contract for Bylaw Enforcement Services with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for a term not exceeding one (6) month in duration from January 1, 2022 to June 1, 2022; and commence undertaking the recruitment process for a Community Peace Officer One (CPO1).

PROPOSAL:
 Administration will continue preparing the mandatory Policies to remain in compliance with the Peace Officer Program:

Smoky Lake County (Employer) Policies play a critical role in the Community Peace Officer understanding of their authority and provides guidelines.

When Smoky Lake County submitted an application to employ a Peace Officer – description of a geographic area where the peace officer are proposed to have jurisdiction (*Peace Officer (Ministerial)m Regulation – section 2(1)(e)*) was provided. With recent program changes, a Policy on Enforcement Jurisdiction is required.

Recommending Policy Statement No. 02-34-01: Peace Officer: Enforcement Jurisdiction to be adopted.

Public Participation is not required for this Policy (P-I)- as it is mandatory under the Peace Officer Program.

CORRELATION TO BUSINESS (STRATEGIC) PLAN

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	Peace Officers Ministerial Regulations Act Peace Officer Act – Section 7(2) (b)
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BENEFITS	<ul style="list-style-type: none"> ■ Adhere to Solicitor General and Public Security legislative requirements. ■ Ability to perform a number of duties from enforcing various laws.
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DISADVANTAGES	<ul style="list-style-type: none"> ■ N/A Adhere to Solicitor General and Public Security legislative requirements.
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ALTERNATIVES	<ul style="list-style-type: none"> ■
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FINANCE/BUDGET IMPLICATIONS

Operating Costs: _____	Capital Costs: _____
Budget Available: _____	Source of Funds: _____
Budgeted Costs: _____	Unbudgeted Costs: _____

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	Directly with the Peace Officer Program, Alberta Justice and Solicitor General Department.
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COMMUNICATION STRATEGY

RECOMMENDATION

That Smoky Lake County Policy Statement No. 02-34-01: Peace Officer Enforcement Jurisdiction, be adopted and be acknowledged as a legislative requirement not subject to public participation.

CHIEF ADMINISTRATIVE OFFICER	<i>[Signature]</i> SW CAO
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SMOKY LAKE COUNTY



Title: Peace Officer: Enforcement Jurisdiction		Policy No.: 34-01
Section: 02	Code: P-I	Page No.: 1 of 2

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	The purpose of this Policy is to establish enforcement jurisdiction boundaries for the County Community Peace Officer.
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Policy Statement and Guidelines:

1. STATEMENT:

- 1.1 The enforcement jurisdiction geographic boundaries apply to the Community Peace Officer and/or the Bylaw Enforcement Officer employed by Smoky Lake County.
- 1.2 Smoky Lake County's Community Peace Officer enforcement authority duties are restricted as per the Authorization to Employ, and the Peace Officer Appointment, issued by the Alberta Solicitor General and Public Security to Smoky Lake County.

2. DEFINITIONS:

- 2.1 **"County"**: means the geographic area contained within the boundaries of the municipality of Smoky Lake County,
- 2.2 **"Peace Officer"**: means a person employed or engaged by the County and referred to in section 7(1) of the *Peace Officer Act*, or any other person appointed as a Peace Officer under another enactment who is designated by the Regulations as a Peace Officer to whom all or part of this Act and regulations apply.

3. GUIDELINES:

Smoky Lake County shall establish the following enforcement boundaries:

- 3.1 The entire municipal area of Smoky Lake County spans across 341,300 hectares (1,317.77 square miles) and has 1545 KM of County roads with geographical coordinates of Latitude: **54.1208**, Longitude: **-112.473** / 54° 7' 15" North, 112° 28' 23" West within the Province of Alberta; as established by the Ministerial Order of Council (O.C. 1481/60), dated October 6, 1960 as defined in the Articles of Incorporation, that after January 1, 1961, the County shall comprise of the following lands:

That portion of township 57 lying northerly of the North Saskatchewan River; township 58 excepting thereout sections 25 and 36; township 59 excepting thereout the east half of section 23, sections 24 and 25, the east half of sections 26 and 35, section 36; the west half of section 2, sections 3 to 10 inclusive, sections 15 to 20 inclusive, the south half of section 21, sections 29 to 32 inclusive, all in township 60; sections 5 to 8 inclusive, sections 17, 18, and 19, the west half of section 20, sections 30 and 31, all in township 61; the west half and south-east quarter of section 6 in township 62; all in range 12.

That portion of township 57 lying northerly of the North Saskatchewan River, townships 58 to 61 inclusive; and south one-third of township 62; all in the range 13.

Title: Peace Officer: Enforcement Jurisdiction		Policy No.: 34-01
Section: 02	Code: P-I	Page No.: 2 of 2

Policy Statement and Guidelines:	
	That portion of township 57 lying northerly of the North Saskatchewan River; townships 58 to 61 inclusive; all in the range 14.
	Those portions of townships 57 and 58 lying north and east of the North Saskatchewan River; townships 59 to 61 inclusive; all in range 15.
	That portion of township 58 lying northerly of the North Saskatchewan River; townships 59 to 61 inclusive; all in range 16.
	That portion of township 58 lying northerly of the North Saskatchewan River; townships 59 to 61 inclusive; all in range 17.
	That portion of township 58 lying northerly of the North Saskatchewan River; townships 59 and 60; township 61 excepting thereout the west halves of sections 18, 19, 30, and 31; all in range 18.
	That portion of township 58 lying northerly of the North Saskatchewan River; townships 59; sections 1 to 26 inclusive, the east half of section 27, the east half of section 34, sections 35 and 36, all in township 60; sections 1 and 2, the east half of section 3, the east half of section 10, sections 11 and 12, all in township 61; all in range 19.
	The east half of section 36, in township 58 in range 20.
	All the above-described lands lying west of the fourth meridian.
3.2	Any incorporated municipalities which have an agreement with Smoky Lake County for the provision of enforcement services of the Peace Officer requiring the service.
3.3	All jurisdictions which Smoky Lake County has entered into a Memorandum of Understanding for enforcement purposes.
3.4	At no time shall the Community Peace Officer act in an official capacity outside their jurisdiction boundary except to attend court as a witness.
3.5	In the interest of public safety and security, the Community Peace Officer shall only act in the capacity of a resource to assist other agencies, such as Law Enforcement Agencies, Fire Departments, or Emergency Response Management within jurisdiction boundary.
3.6	Should a call be received in relation to a criminal offence, the call shall be directed to the appropriate police agency.
3.7	Any call received from a person outside the Community Peace Officer's authorized jurisdiction shall advise the caller has contacted the wrong agency and to contact the appropriate agency.

	Date	Resolution Number
Approved	December 14, 2022	# 000-22 - Page # 00000
Amended		
Amended		
Amended		



COUNCIL POLICY C-PE12

Peace Officer Enforcement Jurisdiction

Prepared By:	Enforcement Services	Council Approval Date:	January 26, 2010
Effective Date:	February 1, 2010	Council Resolution No.:	19-10
References:	Alberta Justice & Solicitor General Public Security Peace Officer Program, Alberta Peace Officer Act, Enforcement Services Standard Operating Guidelines	Previous Revision Date:	New
		LAS Review Date:	June 6, 2014
		Function:	Enforcement Services

PURPOSE

Parkland County as an Authorized Employer of Peace Officers wishes to establish the geographic boundaries for enforcement jurisdiction.

POLICY STATEMENT

Parkland County shall establish the enforcement boundaries for its Peace Officers as:

1. All areas within the municipality of Parkland County, which are considered to be a part of Parkland County,
2. The County Services Building, 2700 – 48 Street, Stony Plain, Alberta,
3. The Provincial Court Buildings located in Stony Plain and Evansburg, Alberta,
4. All three-digit highways within the Municipality of Parkland County,
5. Highway 16A, within the Hamlet of Entwistle (50th Street),
6. Any incorporated municipalities which have an agreement with Parkland County for the provision of enforcement services,
7. All jurisdictions which Parkland County has entered into a Memorandum of Understanding for enforcement purposes.

DEFINITIONS

1. "Peace Officer" shall have the same meaning as "Peace Officer" described in the Provincial Offences Procedures Act, which includes County Community Peace Officers and Bylaw Enforcement Officers.

SCOPE

This policy applies to Community and Protective Services Community Peace Officers and Bylaw Enforcement Officers.


MANAGEMENT RESPONSIBILITIES

The Manager of Community and Protective Services is responsible for the development, approval, implementation, monitoring and evaluating of this policy.

STANDARDS

1. Enforcement Services Standard Operating Guidelines will direct how and when enforcement will be conducted on the three-digit highways.

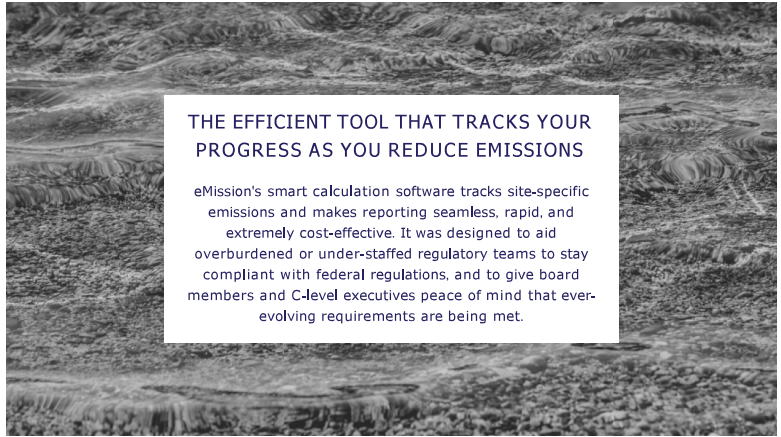


REQUEST FOR DECISION		DATE	December 14, 2022	4.12
TOPIC	Pilot Project to Track Emission Reduction through eMissions Software Inc.			
PROPOSAL	<p>BACKGROUND: November 14, 2022, Joint Municipalities Meeting Presentation:</p> <p>“eMission's smart calculation software tracks site-specific emissions (for municipally owned buildings) and makes reporting seamless, rapid, and extremely cost-effective. It was designed to aid overburdened or under-staffed regulatory teams to stay compliant with federal regulations, and to give board members and executives peace of mind that ever-evolving requirements are being met.”</p> <p>PROPOSAL: Administration recommends to not participate in a pilot project using eMissions Software Inc.'s software application to track the progress emission reduction, as the County does not have enough municipal buildings to make it cost effective with the \$13,750/year annual licensing fee commitment for the software once the free trial ends.</p> <p>ATTACHMENT:</p> <ol style="list-style-type: none"> eMissions Software Inc. slide deck from the Nov. 14, 2022 JMM presentation. eMissions Software Inc. proposed purchase letter of intent. 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS				
BENEFITS	None.			
DISADVANTAGES				
ALTERNATIVES				
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS				
COMMUNICATION STRATEGY	N/A			
RECOMMENDATIONS				
<p>That Smoky Lake County, not participate in a pilot project utilizing eMissions Software Inc.'s software application as a tool to track the progress emission reduction, as per discussions held at the November 14, 2022 Joint Municipalities Meeting as the County does not have enough municipal buildings to make the project cost effective with the \$13,750/year annual licensing fee commitment expected, once the free trial ends.</p>				
CHIEF ADMINISTRATIVE OFFICER				



EMISSIONS CALCULATION & REPORTING

by eMission Software Inc.



THE EFFICIENT TOOL THAT TRACKS YOUR PROGRESS AS YOU REDUCE EMISSIONS

eMission's smart calculation software tracks site-specific emissions and makes reporting seamless, rapid, and extremely cost-effective. It was designed to aid overburdened or under-staffed regulatory teams to stay compliant with federal regulations, and to give board members and C-level executives peace of mind that ever-evolving requirements are being met.

THE eMISSION SOFTWARE HAS UNIQUE DASHBOARDS FOR THE FOLLOWING INDUSTRIES:

- municipalities (any size)
- energy producers & operators (upstream, midstream, downstream)
- heavy industry
- manufacturing, production, and storage facilities
- logistics & transport companies
- private corporations
- public facilities



CUSTOMIZED REPORTS FOR STAKEHOLDERS & REGULATORS

EMISSIONS CALCULATED & REPORTED:

- Carbon Dioxide Equivalents (CO₂e)
- Methane (CH₄)
- Carbon Dioxide (CO₂)
- Nitrogen Oxides (NO₂/NO_x)
- Sulphur Oxides (SO₂/SO_x)
- Benzene (C₆H₆)
- Volatile Organic Compounds (VOCs)
- Particulate Matter (PM₁, PM₁₀, PM_{2.5})
- And over **300** other substances!

FLEXIBLE SMART-CALCULATIONS

- ease of use, speed, and affordability track infrastructure inventory by location/building
- calculations are based off several factors (location, industry, etc.) and our software does it automatically
- monitor total fugitive emissions (transportation losses, lost-to-atmosphere, etc.)

OUR APP USES THE BEST CALCULATION PROTOCOLS GIVEN THE DATA YOU PROVIDE – NO NEED TO BECOME AN EXPERT!

$$CO_{2e} = (E_{gas} \cdot CO_{2e}EF_{gas}) + (E_{oil} \cdot CO_{2e}EF_{oil}) + (E_{coal} \cdot CO_{2e}EF_{coal}) + (E_{nuclear} \cdot CO_{2e}EF_{nuclear}) + (E_{hydro} \cdot CO_{2e}EF_{hydro}) + (E_{wind} \cdot CO_{2e}EF_{wind}) + (E_{solar} \cdot CO_{2e}EF_{solar}) + (E_{geothermal} \cdot CO_{2e}EF_{geothermal}) + (E_{biomass} \cdot CO_{2e}EF_{biomass}) + (E_{waste} \cdot CO_{2e}EF_{waste}) + (E_{landfill} \cdot CO_{2e}EF_{landfill}) + (E_{incineration} \cdot CO_{2e}EF_{incineration}) + (E_{other} \cdot CO_{2e}EF_{other})$$

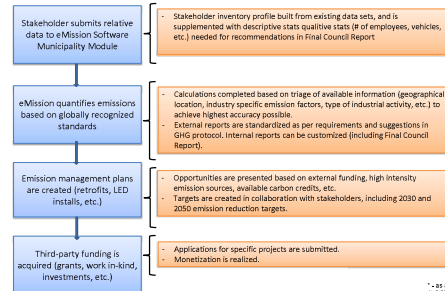
For each energy source, multiply the amount of energy consumed by the corresponding emission factor for CO₂ equivalents.

$$CO_{2e} = (E_{gas} \cdot CO_{2e}EF_{gas})$$

$$CO_{2e} = LFG \cdot F \cdot (1 - D) \cdot (1 - C) \cdot (1 - R) \cdot (1 - O) \cdot (1 - G) \cdot (1 - S) \cdot (1 - T) \cdot (1 - U) \cdot (1 - V) \cdot (1 - W) \cdot (1 - X) \cdot (1 - Y) \cdot (1 - Z) \cdot (1 - AA) \cdot (1 - AB) \cdot (1 - AC) \cdot (1 - AD) \cdot (1 - AE) \cdot (1 - AF) \cdot (1 - AG) \cdot (1 - AH) \cdot (1 - AI) \cdot (1 - AJ) \cdot (1 - AK) \cdot (1 - AL) \cdot (1 - AM) \cdot (1 - AN) \cdot (1 - AO) \cdot (1 - AP) \cdot (1 - AQ) \cdot (1 - AR) \cdot (1 - AS) \cdot (1 - AT) \cdot (1 - AU) \cdot (1 - AV) \cdot (1 - AW) \cdot (1 - AX) \cdot (1 - AY) \cdot (1 - AZ) \cdot (1 - BA) \cdot (1 - BB) \cdot (1 - BC) \cdot (1 - BD) \cdot (1 - BE) \cdot (1 - BF) \cdot (1 - BG) \cdot (1 - BH) \cdot (1 - BI) \cdot (1 - BJ) \cdot (1 - BK) \cdot (1 - BL) \cdot (1 - BM) \cdot (1 - BN) \cdot (1 - BO) \cdot (1 - BP) \cdot (1 - BQ) \cdot (1 - BR) \cdot (1 - BS) \cdot (1 - BT) \cdot (1 - BU) \cdot (1 - BV) \cdot (1 - BW) \cdot (1 - BX) \cdot (1 - BY) \cdot (1 - BZ) \cdot (1 - CA) \cdot (1 - 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JU) \cdot (1 - JV) \cdot (1 - JW) \cdot (1 - JX) \cdot (1 - JY) \cdot (1 - JZ) \cdot (1 - KA) \cdot (1 - KB) \cdot (1 - KC) \cdot (1 - KD) \cdot (1 - KE) \cdot (1 - KF) \cdot (1 - KG) \cdot (1 - KH) \cdot (1 - KI) \cdot (1 - KJ) \cdot (1 - KL) \cdot (1 - KM) \cdot (1 - KN) \cdot (1 - KO) \cdot (1 - KP) \cdot (1 - KQ) \cdot (1 - KR) \cdot (1 - KS) \cdot (1 - KT) \cdot (1 - KU) \cdot (1 - KV) \cdot (1 - KW) \cdot (1 - KX) \cdot (1 - KY) \cdot (1 - KZ) \cdot (1 - LA) \cdot (1 - LB) \cdot (1 - LC) \cdot (1 - LD) \cdot (1 - LE) \cdot (1 - LF) \cdot (1 - LG) \cdot (1 - LH) \cdot (1 - LI) \cdot (1 - LJ) \cdot (1 - LK) \cdot (1 - LL) \cdot (1 - LM) \cdot (1 - LN) \cdot (1 - LO) \cdot (1 - LP) \cdot (1 - LQ) \cdot (1 - LR) \cdot (1 - LS) \cdot (1 - LT) \cdot (1 - LU) \cdot (1 - LV) \cdot (1 - LW) \cdot (1 - LX) \cdot (1 - LY) \cdot (1 - LZ) \cdot (1 - MA) \cdot (1 - MB) \cdot (1 - MC) \cdot (1 - MD) \cdot (1 - ME) \cdot (1 - MF) \cdot (1 - MG) \cdot (1 - MH) \cdot (1 - MI) \cdot (1 - MJ) \cdot (1 - 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PB) \cdot (1 - PC) \cdot (1 - PD) \cdot (1 - PE) \cdot (1 - PF) \cdot (1 - PG) \cdot (1 - PH) \cdot (1 - PI) \cdot (1 - PJ) \cdot (1 - PK) \cdot (1 - PL) \cdot (1 - PM) \cdot (1 - PN) \cdot (1 - PO) \cdot (1 - PP) \cdot (1 - PQ) \cdot (1 - PR) \cdot (1 - PS) \cdot (1 - PT) \cdot (1 - PU) \cdot (1 - PV) \cdot (1 - PW) \cdot (1 - PX) \cdot (1 - PY) \cdot (1 - PZ) \cdot (1 - QA) \cdot (1 - QB) \cdot (1 - QC) \cdot (1 - QD) \cdot (1 - QE) \cdot (1 - QF) \cdot (1 - QG) \cdot (1 - QH) \cdot (1 - QI) \cdot (1 - QJ) \cdot (1 - QK) \cdot (1 - QL) \cdot (1 - QM) \cdot (1 - QN) \cdot (1 - QO) \cdot (1 - QP) \cdot (1 - QQ) \cdot (1 - QR) \cdot (1 - QS) \cdot (1 - QT) \cdot (1 - QU) \cdot (1 - QV) \cdot (1 - QW) \cdot (1 - QX) \cdot (1 - QY) \cdot (1 - QZ) \cdot (1 - RA) \cdot (1 - RB) \cdot (1 - RC) \cdot (1 - RD) \cdot (1 - RE) \cdot (1 - RF) \cdot (1 - RG) \cdot (1 - RH) \cdot (1 - RI) \cdot (1 - RJ) \cdot (1 - RK) \cdot (1 - RL) \cdot (1 - RM) \cdot (1 - RN) \cdot (1 - RO) \cdot (1 - RP) \cdot (1 - RQ) \cdot (1 - RR) \cdot (1 - RS) \cdot (1 - RT) \cdot (1 - RU) \cdot (1 - RV) \cdot (1 - RW) \cdot (1 - RX) \cdot (1 - RY) \cdot (1 - RZ) \cdot (1 - SA) \cdot (1 - SB) \cdot (1 - SC) \cdot (1 - SD) \cdot (1 - SE) \cdot (1 - SF) \cdot (1 - SG) \cdot (1 - SH) \cdot (1 - SI) \cdot (1 - SJ) \cdot (1 - SK) \cdot (1 - SL) \cdot (1 - SM) \cdot (1 - SN) \cdot (1 - SO) \cdot (1 - SP) \cdot (1 - SQ) \cdot (1 - SR) \cdot (1 - SS) \cdot (1 - ST) \cdot (1 - SU) \cdot (1 - SV) \cdot (1 - SW) \cdot (1 - SX) \cdot (1 - SY) \cdot (1 - SZ) \cdot (1 - TA) \cdot (1 - TB) \cdot (1 - TC) \cdot (1 - TD) \cdot (1 - TE) \cdot (1 - TF) \cdot (1 - TG) \cdot (1 - TH) \cdot (1 - TI) \cdot (1 - TJ) \cdot (1 - TK) \cdot (1 - TL) \cdot (1 - TM) \cdot (1 - TN) \cdot (1 - TO) \cdot (1 - TP) \cdot (1 - TQ) \cdot (1 - TR) \cdot (1 - TS) \cdot (1 - TT) \cdot (1 - TU) \cdot (1 - TV) \cdot (1 - TW) \cdot (1 - TX) \cdot (1 - TY) \cdot (1 - TZ) \cdot (1 - UA) \cdot (1 - UB) \cdot (1 - UC) \cdot (1 - UD) \cdot (1 - UE) \cdot (1 - UF) \cdot (1 - UG) \cdot (1 - UH) \cdot (1 - UI) \cdot (1 - UJ) \cdot (1 - UK) \cdot (1 - UL) \cdot (1 - UM) \cdot (1 - UN) \cdot (1 - UO) \cdot (1 - UP) \cdot (1 - UQ) \cdot (1 - UR) \cdot (1 - US) \cdot (1 - UT) \cdot (1 - UY) \cdot (1 - UZ) \cdot (1 - VA) \cdot (1 - VB) \cdot (1 - VC) \cdot (1 - VD) \cdot (1 - VE) \cdot (1 - VF) \cdot (1 - VG) \cdot (1 - VH) \cdot (1 - VI) \cdot (1 - VJ) \cdot (1 - VK) \cdot (1 - VL) \cdot (1 - VM) \cdot (1 - VN) \cdot (1 - VO) \cdot (1 - VP) \cdot (1 - VQ) \cdot (1 - VR) \cdot (1 - VS) \cdot (1 - VT) \cdot (1 - VU) \cdot (1 - VV) \cdot (1 - VW) \cdot (1 - VX) \cdot (1 - VY) \cdot (1 - VZ) \cdot (1 - WA) \cdot (1 - WB) \cdot (1 - WC) \cdot (1 - WD) \cdot (1 - WE) \cdot (1 - WF) \cdot (1 - WG) \cdot (1 - WH) \cdot (1 - WI) \cdot (1 - WJ) \cdot (1 - WK) \cdot (1 - WL) \cdot (1 - WM) \cdot (1 - WN) \cdot (1 - WO) \cdot (1 - WP) \cdot (1 - WQ) \cdot (1 - WR) \cdot (1 - WS) \cdot (1 - WT) \cdot (1 - WU) \cdot (1 - WV) \cdot (1 - WX) \cdot (1 - WY) \cdot (1 - 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$$CO_{2e} = LFG \cdot F \cdot (1 - D) \cdot (1 - C) \cdot (1 - R) \cdot (1 - O) \cdot (1 - G) \cdot (1 - S) \cdot (1 - T) \cdot (1 - U) \cdot (1 - V) \cdot (1 - W) \cdot (1 - X) \cdot (1 - Y) \cdot (1 - Z) \cdot (1 - AA) \cdot (1 - AB) \cdot (1 - AC) \cdot (1 - AD) \cdot (1 - AE) \cdot (1 - AF) \cdot (1 - AG) \cdot (1 - AH) \cdot (1 - AI) \cdot (1 - AJ) \cdot (1 - AK) \cdot (1 - AL) \cdot (1 - AM) \cdot (1 - AN) \cdot (1 - AO) \cdot (1 - AP) \cdot (1 - AQ) \cdot (1 - AR) \cdot (1 - AS) \cdot (1 - AT) \cdot (1 - AU) \cdot (1 - AV) \cdot (1 - AW) \cdot (1 - AX) \cdot (1 - AY) \cdot (1 - AZ) \cdot (1 - BA) \cdot (1 - BB) \cdot (1 - BC) \cdot (1 - BD) \cdot (1 - BE) \cdot (1 - BF) \cdot (1 - BG) \cdot (1 - BH) \cdot (1 - BI) \cdot (1 - BJ) \cdot (1 - BK) \cdot (1 - BL) \cdot (1 - BM) \cdot (1 - BN) \cdot (1 - BO) \cdot (1 - BP) \cdot (1 - BQ) \cdot (1 - BR) \cdot (1 - BS) \cdot (1 - BT) \cdot (1 - BU) \cdot (1 - BV) \cdot (1 - BW) \cdot (1 - BX) \cdot (1 - BY) \cdot (1 - BZ) \cdot (1 - CA) \cdot (1 - CB) \cdot (1 - CC) \cdot (1 - CD) \cdot (1 - CE) \cdot (1 - CF) \cdot (1 - CG) \cdot (1 - CH) \cdot (1 - CI) \cdot (1 - CJ) \cdot (1 - CK) \cdot (1 - CL) \cdot (1 - CM) \cdot (1 - CN) \cdot (1 - CO) \cdot (1 - CP) \cdot (1 - CQ) \cdot (1 - CR) \cdot (1 - CS) \cdot (1 - CT) \cdot (1 - CU) \cdot (1 - CV) \cdot (1 - CW) \cdot (1 - CX) \cdot (1 - CY) \cdot (1 - CZ) \cdot (1 - DA) \cdot (1 - DB) \cdot (1 - DC) \cdot (1 - DD) \cdot (1 - DE) \cdot (1 - DF) \cdot (1 - DG) \cdot (1 - DH) \cdot (1 - DI) \cdot (1 - DJ) \cdot (1 - DK) \cdot (1 - DL) \cdot (1 - DM) \cdot (1 - DN) \cdot (1 - DO) \cdot (1 - DP) \cdot (1 - DQ) \cdot (1 - DR) \cdot (1 - DS) \cdot (1 - DT) \cdot (1 - DU) \cdot (1 - DV) \cdot (1 - DW) \cdot (1 - DX) \cdot (1 - DY) \cdot (1 - DZ) \cdot (1 - EA) \cdot (1 - EB) \cdot (1 - EC) \cdot (1 - ED) \cdot (1 - EE) \cdot (1 - EF) \cdot (1 - EG) \cdot (1 - EH) \cdot (1 - EI) \cdot (1 - EJ) \cdot (1 - EK) \cdot (1 - EL) \cdot (1 - EM) \cdot (1 - EN) \cdot (1 - EO) \cdot (1 - EP) \cdot (1 - EQ) \cdot (1 - ER) \cdot (1 - ES) \cdot (1 - ET) \cdot (1 - EU) \cdot (1 - EV) \cdot (1 - EW) \cdot (1 - EX) \cdot (1 - EY) \cdot (1 - EZ) \cdot (1 - FA) \cdot (1 - FB) \cdot (1 - FC) \cdot (1 - FD) \cdot (1 - FE) \cdot (1 - FF) \cdot (1 - FG) \cdot (1 - FH) \cdot (1 - FI) \cdot (1 - FJ) \cdot (1 - FK) \cdot (1 - FL) \cdot (1 - FM) \cdot (1 - FN) \cdot (1 - FO) \cdot (1 - FP) \cdot (1 - FQ) \cdot (1 - FR) \cdot (1 - FS) \cdot (1 - FT) \cdot (1 - FU) \cdot (1 - FV) \cdot (1 - FW) \cdot (1 - FX) \cdot (1 - FY) \cdot (1 - FZ) \cdot (1 - GA) \cdot (1 - GB) \cdot (1 - GC) \cdot (1 - GD) \cdot (1 - GE) \cdot (1 - GF) \cdot (1 - GG) \cdot (1 - GH) \cdot (1 - GI) \cdot (1 - GJ) \cdot (1 - GK) \cdot (1 - GL) \cdot (1 - GM) \cdot (1 - GN) \cdot (1 - GO) \cdot (1 - GP) \cdot (1 - GQ) \cdot (1 - GR) \cdot (1 - GS) \cdot (1 - GT) \cdot (1 - GU) \cdot (1 - GV) \cdot (1 - GW) \cdot (1 - GX) \cdot (1 - GY) \cdot (1 - GZ) \cdot (1 - HA) \cdot (1 - HB) \cdot (1 - HC) \cdot (1 - HD) \cdot (1 - HE) \cdot (1 - 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JU) \cdot (1 - JV) \cdot (1 - JW) \cdot (1 - JX) \cdot (1 - JY) \cdot (1 - JZ) \cdot (1 - KA) \cdot (1 - KB) \cdot (1 - KC) \cdot (1 - KD) \cdot (1 - KE) \cdot (1 - KF) \cdot (1 - KG) \cdot (1 - KH) \cdot (1 - KI) \cdot (1 - KJ) \cdot (1 - KL) \cdot (1 - KM) \cdot (1 - KN) \cdot (1 - KO) \cdot (1 - KP) \cdot (1 - KQ) \cdot (1 - KR) \cdot (1 - KS) \cdot (1 - KT) \cdot (1 - KU) \cdot (1 - KV) \cdot (1 - KW) \cdot (1 - KX) \cdot (1 - KY) \cdot (1 - KZ) \cdot (1 - LA) \cdot (1 - LB) \cdot (1 - LC) \cdot (1 - LD) \cdot (1 - LE) \cdot (1 - LF) \cdot (1 - LG) \cdot (1 - LH) \cdot (1 - LI) \cdot (1 - LJ) \cdot (1 - LK) \cdot (1 - LM) \cdot (1 - LN) \cdot (1 - LO) \cdot (1 - LP) \cdot (1 - LQ) \cdot (1 - LR) \cdot (1 - LS) \cdot (1 - LT) \cdot (1 - LU) \cdot (1 - LV) \cdot (1 - LW) \cdot (1 - LX) \cdot (1 - LY) \cdot (1 - LZ) \cdot (1 - MA) \cdot (1 - MB) \cdot (1 - MC) \cdot (1 - MD) \cdot (1 - ME) \cdot (1 - MF) \cdot (1 - MG) \cdot (1 - MH) \cdot (1 - MI) \cdot (1 - MJ) \cdot (1 - MK) \cdot (1 - 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EMISSION REDUCTION AND MONETIZATION PLAN



- #### Interesting Facts...
- One 2022 carbon credit* - \$55 CAD
 - One 2030 carbon credit* - \$175 CAD (over 170% increase in value)
 - Carbon will be one of the most valuable commodities by 2030
 - 100 solar panels x 2396 hours of sunshine = \$4,000 in 2030 carbon credits per year
 - Up to 80% of capital funding can be matched by third party grants
 - Federal government has announced carbon trading market created in 2023

* As approved by the Alberta Offset Registry
 1) 2.3kg of CO₂ in a litre of fuel gasoline or 454L of gasoline creates 1 tonne of CO₂
 2) Southern Alberta sees 2396 hours of sunshine a year
 3) 100 solar panels x 2396 hours of sunshine = 107,820 kWh per year of electricity
 4) 107,820 kWh = 386,152 kg = 10,081.1 of gasoline

PURCHASE LETTER OF INTENT BETWEEN E-MISSION SOFTWARE INC. AND SMOKY LAKE REGIONAL COMMUNITY DEVELOPMENT COMMITTEE

Effective Date: November 23, 2022


RE: Licensed Use of Emission Management Software

This purchase letter of intent (the “Letter of Intent”) represents the basic terms agreed upon by the Buyer and Seller. Subject to receiving internal approvals for the expenditure, it is expected that both parties will be able to conclude a formal agreement to the benefit of the Parties involved.

1. **The Buyer:** Smoky Lake Regional Community Development Committee (“RCDC”) (the “Buyer”) is located in the Province of Alberta. RCDC includes but is not limited to the following:
 - a. the County of Smoky Lake,
 - b. the Town of Smoky Lake,
 - c. the Village of Waskatenau, and
 - d. the Village of Vilna.
2. **The Seller:** e-Mission Software Inc. (the “Seller”) is an emission management software company registered in the Province of Alberta.
3. **The Parties:** The Seller and the Buyer collectively comprise the parties.
4. **The Product or Service:** The Buyer intends to purchase four (4) annual licenses of the Seller’s software “Municipality Module” (the “Product”). The following prices are conditional on all specified parties agreeing to purchase the licenses, as the specified prices factor in the RCDCs Joint Municipalities Cost Formula. The following prices are per license:
 - a. County of Smoky Lake (65%) - \$13,750 per annum
 - b. Town of Smoky Lake (25%) - \$4,750 per annum
 - c. Village of Waskatenau (5%) - \$750 per annum
 - d. Village of Vilna (5%) - \$750 per annum
5. **Purchase Price:** The Seller acknowledges that the normal subtotal for the Product (licenses including tax) is \$28,612.50 but the Seller agrees to provide the Product at a discount due to early adoption. The total Purchase Price for the Buyer with discount and taxes included is \$21,000. While the Seller does not anticipate any change in the fees, extensive delays in contract award may reduce the discount available and therefore the Purchase Price.
6. **Payment:** The Purchase Price shall be paid in the following manner:

- a. 50% (\$10,500) due on execution of a formal engagement document,
 - b. 50% (\$10,500) due on delivery of Council Report completion.
7. **Financing:** The Buyer has made it known that this Letter of Intent is conditional on the Buyer obtaining financing which we expect to be completed by or around December 2022. It is anticipated that a formal engagement document will be executed upon receipt of the Buyer's internal approvals.
8. **Binding Effect:** The parties are working in good faith towards the execution of a formal engagement document, in a timely fashion, and agree that should there be significant delays or changes, each party will advise the other as soon as practicable.
9. **Currency:** All mentions of money or the use of the "\$" icon without further specification shall refer to Canadian currency.
10. **Governing Law:** This Letter of Intent shall be governed under the laws of the Province of Alberta.
11. **Acceptance:** The Parties will confirm their respective acceptance of the terms herein by signing and returning a copy of this Letter of Intent by no later than 7 days from the effective date listed above. Electronic signatures are acceptable.

SELLER

Seller's Signature:  _____ Date: November 23, 2022

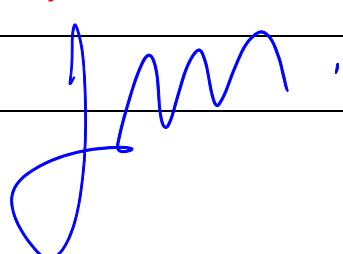
Print Name: Richard Hepp, CEO

BUYER

Buyer's Signature _____ Date _____

Print Name _____



REQUEST FOR DECISION		DATE	December 14, 2022	4.13
TOPIC	Appointment of the Bylaw Enforcement Officer			
PROPOSAL	<p>BACKGROUND:</p> <p>Mr. Tate Murphy was hired on September 12, 2022, as the Interim County Bylaw Officer with the mutual understanding that he shall attain a Provincial designation of "Community Peace Officer, Level 1 (CPO1). Bylaw No. 1405-21: Bylaw Enforcement Officer, Section 3.1, allows for Council to, from time to time, appoint one or more Bylaw Enforcement Officers by resolution. Once appointed, the Bylaw Enforcement Officer must execute official "Oath" in the form as prescribed in Schedule "A": Oath of Office, under Bylaw No. 1405-21.</p> <p>A Bylaw Enforcement Officer is a designated officer of the County for the purpose of inspections pursuant to Section 542 of the Municipal Government Act and enforcement of Bylaws pursuant to Sections 545 and 546 of the Municipal Government Act.</p> <p>PROPOSAL:</p> <p>Administration recommends Council appoint Tate Murphy by resolution and have him execute the Oath in accordance with Bylaw No. 1405-21.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS	<p>Bylaw No. 1405-21: Bylaw Enforcement Officer.</p> <p>Municipal Government Act: R.S.A. 2000, c. M-26, Bylaw Enforcement Officers, Section 555</p> <ol style="list-style-type: none"> 1) A person who is appointed as a bylaw enforcement officer is, in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace. 2) Bylaw enforcement officers must take the official oath prescribed by the <i>Oaths of Office Act</i> before starting their duties. 			
BENEFITS	To enforce County bylaws; investigate complaints, routine patrols and issue notices and violations tickets to preserve and maintain the public peace.			
DISADVANTAGES	N/A			
ALTERNATIVES	N/A			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATION				
<p>That Smoky Lake County appoint Tate Murphy to be a Bylaw Enforcement Officer for Smoky Lake County as a designated officer of the County for the purpose of inspections pursuant to Section 542 of the Municipal Government Act and enforcement of Bylaws pursuant to Sections 545 and 546 of the Municipal Government Act; and execute an "Oath of Office" in accordance with Bylaw No. 1405-21: Bylaw Enforcement Officer.</p>				
CHIEF ADMINISTRATIVE OFFICER				



REQUEST FOR DECISION		DATE	December 14, 2022	4.14
TOPIC	Review of Bylaw No. 1344-19: Dog Control			
PROPOSAL	<p>BACKGROUND:</p> <p>At the Council meeting held on October 26, 2022, Council held discussion under Executive Session to discuss a Legal Issue in respect to the Dog Control, under the authority of FOIP Act: Section 16: Third Party Business Interests, after accepting the notice to terminate the agreement for dog shelter caretaker services, as per the letter received from Kountry Kennel c/o Diana Bochar, dated October 18, 2022. Coming out of Executive Session, the following resolution was passed under Motion #112-25:</p> <p style="padding-left: 40px;">That Smoky Lake County Bylaw No. 1344-19: Dog Control, be brought forward for review at the December 14, 2022, County Council Regular Meeting.</p> <p>Also, at the September 19, 2022, Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting, this motion #ICC08-22 was passed:</p> <p style="padding-left: 40px;">That the Smoky Lake Region Intermunicipal Collaboration Committee (ICC) defer further discussion in respect to Regional Dog Control and Bylaw Enforcement, until after receiving the Town of Smoky Lake's supporting documentation in respect to what their level of service expectations are for dog control and bylaw enforcement; and acknowledge both the Village of Viina and Village of Waskatenau continue to be interested in pursuing full Dog Control and Bylaw Enforcement regional services.</p> <p>PROPOSAL:</p> <p>Administration recommends this bylaw be deferred to a future Policy Committee meeting after the exploration of Regional Dog Control has been completed through the Smoky Lake Region Intermunicipal Collaboration Committee (ICC), and after all options for dog shelter services have been identified.</p>			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS				
BENEFITS	Allows time for further research to be done by Administration.			
DISADVANTAGES				
ALTERNATIVES	N/A			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs:	\$ _____	Capital Costs:	\$ _____	
Budget Available:	\$ _____	Source of Funds:	_____	
Budgeted Costs:	\$ _____	Unbudgeted Costs:	\$ _____	
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS	N/A			
COMMUNICATION STRATEGY	N/A			
RECOMMENDATION				
<p>That Smoky Lake County's Bylaw No. 1344-19: Dog Control, be deferred to a future Policy Committee meeting after all options for dog shelter services have been identified and after the Smoky Lake Region Intermunicipal Collaboration Committee (ICC) has completed their process of exploring the possibility of Regional Dog Control.</p>				
CHIEF ADMINISTRATIVE OFFICER				



REQUEST FOR DECISION		DATE	December 14 th , 2022	4.16
TOPIC	Management Policy Statement No. M01-19-01: Animal Control Technician			
PROPOSAL	<p>The need for a beaver and muskrat management plan for Smoky Lake County has become apparent with the influx of beaver population and the severely wet years. Most recently there has been policy changes at both the Federal and Provincial levels. The Department of Fisheries and Oceans (DFO) now requires a Request for Review for any blasting activity that is going to take place, and blasting must take place from July 15th- November 1st. If the County chooses to remove a dam via hand methods, or equipment then a Notification Form is required to be filled out and sent into the DFO. Additionally, Smoky Lake County has been notified that any trapping that needs to take place on <i>Crown Land</i> should be taking place during the trapping season which begins October 1st- June 1st North of Hwy 28 and begins October 15th- May 15th South of Hwy 28. The need to have a Problem Wildlife Technician on year-round would benefit Smoky Lake County as all DFO requirements could be dealt with in the winter months for preapprovals for blasting and if the Alberta Environment and Parks (AEP) is going to require that all <i>Crown Land</i> trapping take place in the winter months this will allow us to prevent problems areas from popping up when Spring thaw occurs. Trapping in winter allows us to protect shorelines of our lakes. It is hazardous to trap these areas when there is open water due to pets, children and the general public activities that take place during the summer.</p> <p>In addition to the AEP trapping requirements and DFO permitting, the County dog catching has also been integrated into the Problem Wildlife Technician duties. If we choose to have the dog catching service in-house there needs to be someone who is available to go and deal with strays year-round. This has proven to be successful over the Problem Wildlife Technicians trial period.</p> <p><u>Background:</u></p> <ul style="list-style-type: none"> - Prior to 2016 Smoky Lake County did not employ a full-time seasonal trapper for the purpose of trapping problem beavers within County right-of-ways. Beginning in the early 2000's there was an independent contractor who installed and maintained flow devices and trapped seasonally on an as needed basis. - 2016 an in-house seasonal trapper was hired to trap in the spring and fall. A third-party contractor was still installing and maintaining flow devices and trapping. - In 2018 the seasonal trapper that was hired began learning how to install and maintain the flow devices from the contractor, who was retiring, in addition to beaver trapping duties. - In 2019 the seasonal trapper took over all flow device installation and maintenance as well as began cleaning culvert grates and culverts with the Public Works Department. Also began addressing damage caused to roads by muskrats. - In 2020 a secondary contract trapper was hired to assist the in-house trapper with trapping, pond leveler installation and maintenance, culvert grate cleaning and blasting. - In 2021 Smoky Lake County Council approved a year's trial of a fulltime Problem Wildlife Technician. The Problem Wildlife Technician was able to trap many hard to access and unsafe locations over the winter that would not have been accessible in the spring or fall. The Problem Wildlife Technician took over all stray dog catching for the County. 			



	<p>Proposal: As per the motion made at the October 11, 2022 ASB Meeting</p> <p>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.</p> <p>A job description for the new position needs to be created.</p>
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CORRELATION TO BUSINESS (STRATEGIC) PLAN

4. Problem Wildlife Program

LEGISLATIVE, BYLAW and /or POLICY IMPLICATIONS	Policy 62-10-06 Agricultural Service Board Business Plan Policy Statement No. 01-03-27: Organizational Chart
-------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------

BENEFITS	Increase internal efficiencies by having one individual responsible for the entire problem wildlife permitting process including but not limited to beaver management, and dog catching.
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DISADVANTAGES	<i>none</i>
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ALTERNATIVES	Contract trapping, flow device installs/maintenance and dog catching.
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FINANCE/BUDGET IMPLICATIONS

Operating Costs: 57,000	Capital Costs:
Budget Available:	Source of Funds:
Budgeted Costs:	Actual Costs:

INTERGOVERNMENTAL INVOLVEMENT /IMPLICATIONS	
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COMMUNICATION STRATEGY	
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RECOMMENDATION

That Smoky Lake County Council acknowledge receipt of Policy Statement No. 01M-19-01: Animal Control - Job Description.

<i>Agricultural Fieldman</i>	
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SMOKY LAKE COUNTY



Title: Animal Control Technician	Policy No.: 19 - 01
Section: 1 - M	Page No.: 1 of 3

Classification:	Salary Negotiable Yearly – Full Benefits.
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Purpose:	<p>The Animal Control Technician shall report directly to the Agricultural Fieldman.</p> <p>As part of a municipal team, the Animal Control Technician provides coordination, and technical expertise for environmentally responsible trapping. The purpose of the position is to facilitate the humane and responsible removal of problem wildlife to maintain County owned infrastructure. The Animal Control Technician is also responsible for maintenance and installation of all County owned flow devices “pond levelers”. In addition to beaver trapping the Animal Control Technician is responsible for dog catching within Smoky Lake County and other problem wildlife as needed.</p>
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Policy Statement and Guidelines:

RESPONSIBILITIES

1. Administrative

- 1.1 Maintain daily records of beavers, muskrats and dogs caught.
- 1.2 Assist the Agricultural Fieldman in all required Federal and Provincial documentation including but not limited to Department of Fisheries and Oceans permits.
- 1.3 Collect any easements for work required on private land to protect County infrastructure.
- 1.4 Review any Agricultural Service Board policies pertaining to trapping or dog catching annually with the Agricultural Fieldman to ensure they are maintained and up to date.
- 1.5 Report any incidental catches to Fish & Wildlife.
- 1.6 Document any complaints received and report to Agricultural Fieldman.
- 1.7 Contracting stakeholders to collaborate efforts.
- 1.8 Update and maintain GIS records.
- 1.9 Maintaining explosives magazine inventory and ensuring all proper documentation is completed.
- 1.10 Attend workshops and training to strengthen existing knowledge.
- 1.11 Host public education and awareness workshops on an as need basis.

Title: Animal Control Technician	Policy No.: 19 - 01
Section: 1 - M	Page No.: 2 of 3

Policy Statement and Guidelines:

2. Problem Wildlife Control:

- 2.1 Assess damages to County owned infrastructure caused by problem wildlife and remove when necessary.
- 2.2 Install and maintain flow devices "pond levelers" to prevent damages where possible.
- 2.3 Respond to ratepayer complaints originating from County property in respect to plugged culverts on rights-of-way caused by wildlife.
- 2.4 Clean culverts that have been blocked by beaver and muskrat activity.

3. Dog Catching:

- 3.1 Respond to ratepayer reports of loose dogs within Smoky Lake County.
- 3.2 Pick-up or capture stray dogs and transport them to the Humane Society; or if possible, reunite them with owners.
- 3.3 Ensure adequate records are kept regarding stray pick-ups and ratepayer interactions.
- 3.4 Injured dogs must be taken to a vet for assessment.

4. Flow Devices and Blasting:

- 4.1 Assist the Agricultural Fieldman in all required Federal and Provincial documentation including but not limited to Department of Fisheries and Oceans permits.
- 4.2 Maintaining explosives magazine inventory and ensure all proper documentation is completed.
- 4.3 Complete private land blasting as required and when time permits.
- 4.4 Install flow devices on County rights-of-way and private property when in the interest of the County.
- 4.5 Pick-up flow device supplies from suppliers when needed.
- 4.6 Attend workshops and training to strengthen existing knowledge on flow device design, installation processes, and legal responsibilities required when installing devices.

Title: Animal Control Technician	Policy No.: 19 - 01
Section: 1 - M	Page No.: 3 of 3

Policy Statement and Guidelines:

5. Safety:

- 5.1 Ensure that Smoky Lake County's Health and Safety Program along with the requirements and procedures as outlined in the Safety Policy Manual are adhered to, and the Alberta Occupational Health and Safety (OH&S) standards are met.
- 5.2 Perform Safety Hazard Assessments.
- 5.3 Attend training sessions and workshops, as required.
- 5.4 Ensure all duties are performed within municipal, provincial and federal regulations.

QUALIFICATIONS

- Minimum of a valid Class 5 Alberta Operator's License
- Alberta Trapping License
- Firearms License
- Non-mining Blasters Permit
- The ability to work alone and with the need (on occasion) to work long hours and/or irregular schedules, including evenings and weekends, required.
- Be comfortable working in all types of weather (rain, cold, or extreme heat) and dusty conditions.
- Have mechanical aptitude to perform routine inspections and servicing of applicable equipment.
- Be able to lift approximately 50 pounds, walk for prolonged periods of time, drive and climb in and out of equipment.
- Be safety conscious and attentive to the working environment.
- Understand oral and written instructions.
- Have a great attention to detail and high stress tolerance.

EMPLOYEE EVALUATION

- Evaluated by the Agricultural Fieldman or designate on a yearly basis.
- Salary Range: as per Policy 01-03: Organizational Chart.

	Date	<hr/> Chief Administrative Officer
Approved		
Amended		
Amended		
Amended		



REQUEST FOR DECISION		DATE	December 14 th , 2022	4.17
TOPIC	2023 Lakeland Agricultural Research Association (LARA) Agreement			
PROPOSAL	<p>HISTORY: For the last 8 years Smoky Lake County Agricultural Service Board has partnered with the Lakeland Agricultural Research Association (LARA) to provide unbiased environmental and extension programming to Smoky Lake County’s agricultural community. Smoky Lake County has contributed \$55,000.00 of ASB operational funds to LARA annually, since 2015.</p> <p>BACKGROUND: November 6, 2014 Smoky Lake County first entered into a contract with LARA.</p> <ul style="list-style-type: none"> • That the Smoky Lake County Agricultural Service Board partner with Lakeland Applied Research Association to provide environmental and extension programming for Smoky Lake County residents and increase the 2015 ASB budget by \$55,000; and the Environmental Streamline Program grant funding of \$25,000.00 remain in-house. Motion #112-14 <p style="padding-left: 40px;">Budget amount has remained the same for LARA since the initial contract.</p> <ul style="list-style-type: none"> • December 16, 2019 That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County’s reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program. Motion # 294-19 <p style="padding-left: 40px;">Following the December 16, 2019 meeting LARA had sent out a newsletter to producers in Smoky Lake County notifying them that Smoky Lake County would no longer be contributing to LARA.</p> <p style="padding-left: 40px;">February 24, 2020, 20 Members of the Public entered Council Chambers to attend the meeting and express their concerns about LARA no longer being funded by Smoky Lake County.</p> <p>February 24, 2020</p> <ul style="list-style-type: none"> • That Smoky Lake County Council’s December 16, 2019 Motion # 294-19: “That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County’s reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program.”, BE RESCINDED; and, approve to provide Lakeland Agricultural Research Association (LARA) funds for Year-2020 in the amount of \$55,000.00, and proceed to execute a contract with the LARA for the Year-2020 Agricultural Extension Programming. Motion # 576-20 <p>Smoky Lake County Agricultural Service Board recently requested a decrease in funding</p> <ul style="list-style-type: none"> • December 14, 2021 That Smoky Lake County’s Agricultural Service Board Chairperson attend the next Lakeland Agricultural Research Association (LARA) 			

board meeting in February 2022, for the purpose of requesting a 25% reduction to the Year-2022 County funding contribution in the amount of \$55,000.00 to the amount of \$41,250.00 towards LARA's extension programming services and research with emphasis on cattle production. **Motion #109-21**

CURRENT:

- Smoky Lake County partnered with LARA for the 2022 year with the following outcomes:
 - 44 research trials that composed 1914 research plots
 - 210 producers attended 28 extension events
 - 6 Environmental Farm Plans
 - 18 Producers assisted with CAP grant projects

PROPOSAL:

- Factors to consider if Smoky Lake County Agricultural Service Board doesn't enter into an agreement with LARA
 - How will we provide extension to our producers?
 - LARA does feed sample testing
 - LARA gives us a bale probe for producers to pick up and use for free
 - LARA provides unbiased research and advice to producers
 - LARA assists with many of our EFP's and CAP funding

Recommendation: Is to continue to partner with LARA to provide extension programming for Smoky Lake County residents. With cuts to Alberta Agriculture extension staff the information and expertise provided by LARA is valuable to our residents.

CORRELATION TO BUSINESS PLAN

3. Environmental Stewardship and Extension

LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS

BENEFITS

- Unbiased research and extension events at a local level for producers.
- Continue to meet our obligations under the Environmental Stream Grant and provide enhanced extension programming to Smoky Lake County producers allowing ASB to expand the services that are offered.

DISADVANTAGES

ALTERNATIVES

- Host Events in-house
- Quarterly Communication news letter
- Host events on a as needed basis
- No extra extension events

FINANCE/BUDGET IMPLICATIONS

Operating Costs:

Capital Costs:

Budget Available: \$55,000

Source of Funds: Operating Budget

Budgeted Costs:

Actual Costs:

INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS

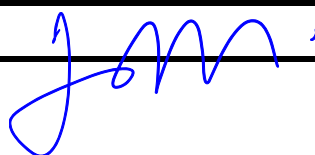
Collaborate regionally with Lac La Biche County, MD of Bonnyville and the County of St. Paul through LARA

COMMUNICATION STRATEGY

RECOMMENDATION

That Smoky Lake County Council execute the agreement with the Lakeland Agricultural Research Association for the 2023 year for continued extension programming at a cost of \$55,000.

Agricultural Fieldman





Operational Funding Agreement

Between

Lakeland Agricultural Research Association
(LARA)

and

Smoky Lake County
(the Municipality)

1.0 Term

This agreement will commence January 1, 2023 and subject to termination, according to terms of the agreement, continue through December 31, 2023. This agreement will be renewed on an annual basis.

2.0 Conditions

2.1 During the term of this agreement, LARA agrees to:

- a) Allow representation from Smoky Lake County on the LARA Board of Directors according to the bylaws of LARA.
- b) Make public results from LARA research and demonstration programs via newsletters, annual report, meetings, articles, etc. as may be decided by the LARA Board of Directors.
- c) Conduct extension programs and related research and demonstration trials that maybe requested by municipal representatives, residents and the LARA Board of Directors in conjunction with Smoky Lake County.
- d) Have the research trials in Smoky Lake County planted and harvested in a reasonable timeline and maintained weed free. In case of severe weather conditions such as drought, excess moisture, storms and animal damage these conditions will be eased.
- e) Continued partnership with Smoky Lake's County through their Agricultural Service Boards, Lakeland Forage Association, AAFRD and private Ag-Industries.
- f) LARA manager to liaise with the Smoky Lake's County's Agricultural Fieldman or Assistant Agricultural Fieldman on a monthly basis.
- g) LARA manager to provide Smoky Lake's Agricultural Fieldman with current Board of Directors meeting minutes.

2.2 During the term of this agreement the Municipality agrees to:

- a) provide operational funding to LARA in the amount of \$55,000.00 upon signing of agreement
- b) appoint representatives to the LARA Board of Directors according to the bylaws of LARA.
- c) allow LARA to use Agricultural Demonstration Equipment owned by the County at no cost.
- d) provide project ideas to the LARA Board of Directors, via the Agricultural Service Board.
- e) LARA participation at the Agricultural Service Board meetings bi-annually to review project status.

2.3 Smoky Lake County will be doing our own Environmental Farm plans and assisting producers with growing forward 2 applications. This service will not be needed from LARA.

2.4 LARA will provide Smoky Lake County with an outline of the research trails and extension programs LARA wishes to put on for that calendar year.

2.5 In the case where Smoky Lake County finds that LARA is not providing sufficient services, Smoky Lake County holds the right to withhold funds until services are being completed or termination of contract may occur.



Infrastructure

- 3.0 To ensure optimal regional coverage by LARA the Municipality will provide:
 - a) Access to telephone and/or fax
 - b) In Kind contributions

Hold Harmless

4.1 LARA agrees to indemnify and hold harmless Smoky Lake County, its employees and agents from any claims, demands, actions and costs whatsoever that may arise directly or indirectly, out of any act or omission of their employees or agents, in performance of this agreement.
 This hold harmless shall survive the term of this agreement.

Termination

5.1 Smoky Lake County may terminate their involvement in this agreement with 30 days' notice should Lakeland Agricultural Research Association fail to meet Smoky Lake County's conditions in (2.1) listed above.

Addresses for Notices

6.1 Any notice made under the Agreement shall be deemed given to the other parties in writing and personally delivered, sent by registered mail or equivalent, addressed as follows:

Lakeland Agricultural Research Association
 P.O. Box 7068
 Bonnyville, Alberta
 T9N 2H4
 Fax: (780) 826-7099

Smoky Lake County
 P.O. Box 310
 Smoky Lake, AB
 T0A 3C0
 Fax: (780) 656-3730

7.0 Signed and sealed by the proper officers this _____ day of _____, 2023

Lakeland Agricultural Research Association

 Amanda Mathiot, Interim Operations Manager

 Wanda Austin, LARA Chairman

Smoky Lake County

 Amanda Kihn, Agricultural Fieldman

 Dan Gawalko, Agricultural Service Board Chairman

LARA HIGHLIGHTS 2022

MISSION

LARA conducts innovative, unbiased applied agricultural research and extension throughout the Lakeland in support of sustainable agriculture



FIELD RESEARCH TRIALS

Alberta Soil Health Benchmarking, Long-term impact on soil biological, physical and chemical health of four extended grazing strategies, rancher researcher project

DEMONSTRATIONS

Demonstration offsite watering system, hemp demonstration, cover crop blends affects on soil health, rejuvenating pastures with legumes

RESEARCH TRIALS

44 research trials that composed 1914 research plots including:

- Regional Variety Trials
- Regional Silage Trials
- Top Dressing Nitrogen in Spring Cereals
- Regional Assessment of ESN on the Productivity and Grain Quality of Spring Wheat and Barley in Northeastern Alberta
- Evaluation of Varying Seeding Rates on Canola Productivity and Yield
- Impact of the Application of Two Liming Products on Soil pH and the Long-Term Impact on Alberta Crop Yields
- Drought Resiliency in Grain and Forage
- Ultra Early Versus Regular Winter Cereals for Forage

EXTENSION SERVICES:



Age Verification, Forage Testing, On-Farm Calls, One-on-One Consultations, Annual Report, Workshops, Field Days, Webinars, Environmental Farm Plan Delivery, Assistance with Granting Programs and more...

EXTENSION PLATFORMS:

Newsletters: Grow With Us and The Verdant Element, Email list, Website, Facebook, Twitter, Instagram and LARA's YouTube channel



SMOKY LAKE BY THE NUMBERS



- 210 producers attended 28 extension events
- 6 EFPs
- 18 producers assisted with CAP grant projects



LARA WRRP



Watershed projects including riparian fencing, offsite watering systems and water course crossing with 7 producers for a total project cost of \$101,289 and grant funding of \$48,193

REQUEST FOR DECISION		DATE	December 14, 2022	4.18
TOPIC	Proposed Smoky Lake County Subdivision and Development Appeal Board (SDAB) Bylaw 1422-22			
PROPOSAL	<p><i>That Smoky Lake County give First Reading to Subdivision and Development Appeal Board (SDAB) Bylaw XXXX-22 and advertise in accordance with the Municipal Government Act, and in accordance with County Bylaws and Policies.</i></p> <p><u>BACKGROUND</u></p> <ul style="list-style-type: none"> • In November, Administration approached our neighboring rural municipalities to explore interest in cross-appointing membership to each other's SDAB. <ul style="list-style-type: none"> ○ So far, neighboring municipalities have indicated at least five interested members. • To be eligible to sit at a hearing, board members must receive training that is compliant with Ministerial Order MSL:019/18. • Sharing membership rosters will help ensure that a sufficient pool of members will be available to schedule hearings within the legislatively required deadlines. • Presently, the Smoky Lake County SDAB Bylaw 1347-19 section 3.3 limits the number of board members to 5. <p><u>ATTACHMENTS</u></p> <ul style="list-style-type: none"> • Smoky Lake County SDAB Bylaw 1347-19 © Attachment 1 			
CORRELATION TO BUSINESS (STRATEGIC) PLAN				
<p>Values: Integrity, Sustainability/Stability, Pride, Fairness, Freedom Vision: Leading the way in positive growth with healthy, sustainable, rural living. Mission: Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.</p>				
LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS		<u>Municipal Government Act</u>		
BENEFITS	<ul style="list-style-type: none"> • Greater impartiality for SDAB Decisions • Greater capacity to schedule SDAB Hearings within legislated timelines. 			
DISADVANTAGES	<ul style="list-style-type: none"> • Nil. 			
ALTERNATIVES	<ul style="list-style-type: none"> • Defer a decision or take no action. 			
FINANCE/BUDGET IMPLICATIONS				
Operating Costs: _____		Capital Costs: _____		
Budget Available: _____		Source of Funds: _____		
Budgeted Costs: \$ _____		Unbudgeted Costs: _____		
INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS		<ul style="list-style-type: none"> • Advocacy to the Province of Alberta • Intermunicipal Advocacy 		
COMMUNICATION STRATEGY		<ul style="list-style-type: none"> • Nil. 		

RECOMMENDATION

That Smoky Lake County give First Reading to Subdivision and Development Appeal Board (SDAB) Bylaw XXXX-22 and advertise in accordance with the Municipal Government Act, and in accordance with County Bylaws and Policies.

CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. ~~1347-19XXXX-22~~**

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA BEING A BYLAW OF SMOKY LAKE COUNTY TO ESTABLISH THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD FOR SMOKY LAKE COUNTY.

WHEREAS Section 627 of the *Municipal Government Act*, as amended, required that a Municipal Council establish a Subdivision and Development Appeal Board by Bylaw.

WHEREAS the subdivision and development appeal board is authorized to render decisions on appeals resulting from decisions of a subdivision authority or a development authority in accordance with the ~~South-North~~ Saskatchewan Regional Plan, the Subdivision and Development Regulation, the local land use bylaw and statutory plans;

NOW THEREFORE the Council of Smoky Lake County, in the Province of Alberta, hereby enacts as follows:

1. This Bylaw may be known as the Smoky Lake County “Subdivision and Development Appeal Board (~~SDAB~~) Bylaw”.

2. DEFINITIONS

The following words and phrases mean:

- 2.1. “**Act**” means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended from time to time.
- 2.2. “**Adjacent Lands**” means land that is contiguous to a site and includes land that would be contiguous if not for a public roadway, river, stream, pipeline, powerline, utility right of way or railway, and any other land defined as adjacent in the Land Use Bylaw.
- 2.3. “**Appellant**” means a person who, pursuant to the Act, has served a Notice of Appeal, with reasons, with the Subdivision and Development Appeal Board.
- 2.4. “**Board**” means the Smoky Lake County Subdivision and Development Appeal Board.
- 2.5. “**Chief Administrative Officer**” means the person, also known as the “CAO”, appointed by Council to the position of Chief Administrative Officer under the *Municipal Government Act* for Smoky Lake County.
- 2.6. “**Council**” means the Reeve and Councillors duly elected in the Smoky Lake County and who are eligible to continue to hold office.
- 2.7. “**Development Application**” means an application made to the Development Authority in accordance with the Land Use Bylaw for the purpose of obtaining a Development Permit.
- 2.8. “**Development Authority**” means the authority established by Council, as provided for in Part 17 of the Act, to exercise development powers and duties on behalf of the municipality.
- 2.9. “**Development Permit**” means a document authorizing a development, issued in accordance with the Land Use Bylaw, the Subdivision and Development Regulations and the Act.
- 2.10. “**Hearing**” means Hearing of the Subdivision and Development Appeal Board for Smoky Lake County where the business of the Board is conducted.
- 2.11. “**Land Use Bylaw**” means the Land Use Bylaw of Smoky Lake County, pursuant to the Act.
- 2.12. “**Member at Large**” means a member or members of the public appointed to the Board by Council, pursuant to this Bylaw.
- 2.13. “**Owner**” means the person shown as the owner of the land on the Municipality’s assessment roll prepared in accordance to the Act.
- 2.14. “**Subdivision Application**” means an application made to the Subdivision

Authority in accordance with the Act, the Subdivision and Development Regulations and the Land Use Bylaw, for the purposes of obtaining a Subdivision Approval.

- 2.15. **“Subdivision Approval”** means a subdivision document authorizing the subdivision of a parcel of land in accordance with the Act, the Subdivision and Development Regulations and the Land Use Bylaw.
- 2.16. **“Subdivision Authority”** means the authority established by Council, as provided for in Part 17 of the Act, to exercise subdivision powers and duties on behalf of the municipality.
- 2.17. **“Subdivision and Development Appeal Board Clerk”** means the person appointed to the position established under Section 5 of this Bylaw.
- 2.18. **“Subdivision and Development Regulations”** means the regulations enacted pursuant to Section 694 of the Act, including the Subdivision and Development Regulations and the Subdivision and Development Forms Regulations.
- 2.19. For questions of clarity, definition, or interpretation, it is the intent of this Bylaw to refer to Smoky Lake County Procedural Bylaw 1303-17 or subsequent equivalent.

3. ESTABLISHMENT AND MEMBERSHIP

- 3.1. The Smoky Lake County Subdivision and Development Appeal Board is hereby established.
- 3.2. The Board shall deal with Subdivision and Development Appeals in accordance with the provisions of the Act and this Bylaw.
- 3.3. The Board shall consist of ~~five (5)~~ Members at Large, appointed by Council resolution.
- 3.4. Each Member shall be appointed annually at the Organizational Meeting or from time to time should vacancies occur.
- 3.5. No person who is an employee of the County, or who serves as the Development Authority or the Subdivision Authority for Smoky Lake County, shall be appointed as a member of the Board.
- 3.6. Any Member of the Board may be removed by resolution of Council where, in the opinion of Council, that Member has contravened the standards as set out in **Schedule A** of this Bylaw.
- 3.7. Any Member of the SDAB shall not participate in a Hearing of the Board unless the Member is qualified to do so in accordance with the Regulations made under Section 627.3(b) of the Act.

4. CHAIRPERSON

- 4.1. The Chairperson:
 - 4.1.1. shall preside at the Hearings of the Subdivision and Development Appeal Board.
 - 4.1.2. Shall ensure that all Hearings for the Board are conducted in a fair and impartial manner, in accordance with the rules for such Hearings as set out in the Act or established by Council from time to time;
 - 4.1.3. is authorized to rule that evidence presented at a Hearing is irrelevant to the matter in issue and to direct the Members to disregard the evidence;
 - 4.1.4. may limit a submission if they determine it to be repetitious; and
 - 4.1.5. shall, when a Hearing is recessed and time is not fixed for its continuation, announce that notice of the continuation of the Hearing will be sent to those persons leaving their name and address with the Clerk. Only those persons leaving their name and address shall be entitled to notice of the

continuation of the Hearing.

- 4.2. In the event of absence or inability of both the Chairperson to preside at a Hearing, the members present constituting a quorum shall elect one of its Members to preside as Acting Chairperson for that Hearing.

5. CLERK

- 5.1. The Subdivision and Development Appeal Board Clerk shall be appointed by resolution of Council and shall not be a Member of the Board, nor act as a Development Authority Officer, or the Subdivision Authority for the municipality.
- 5.2. The Clerk must be qualified by having successfully completed the training requirements pursuant to Section 627.1(4) of the Act.
- 5.3. The Clerk shall have responsibilities and functions including the following:
 - 5.3.1. ensures that all statutory requirements of the Board are met;
 - 5.3.2. receives Notices of Appeals;
 - 5.3.3. schedules Hearings;
 - 5.3.4. sends Notices relating to Hearings;
 - 5.3.5. answers inquiries and provides information to Appellants and the public, including making public all relevant documents and materials respecting an Appeal;
 - 5.3.6. compile all necessary documentation for distribution to Board Members;
 - 5.3.7. attends Hearings and keeps a written record of the proceedings of the Board which shall include:
 - 5.3.7.1. a summary of the evidence presented at the Hearing;
 - 5.3.7.2. the Decision of the Development Authority or Subdivision Authority;
 - 5.3.7.3. the Notice of Appeal and the Notice of Hearing of the Appeal;
 - 5.3.7.4. the Board's Decision on each Appeal;
 - 5.3.7.5. the reasons for the Board's Decision on each Appeal;
 - 5.3.7.6. draft the Decision for signing by the Chairperson and
 - 5.3.7.7. a list of names and addresses of persons who leave their names on the attendance record.

6. OPERATION OF THE BOARD

- 6.1. The Board shall hold Hearings as necessary in accordance with the Act to consider and decide Appeals filed with the Board, in accordance with the requirements of the Act.
- 6.2. A quorum of the Board shall be three (3).
- 6.3. A Member who for any reason is unable to attend the whole of the Hearing of an Appeal, shall not participate in the Board's deliberations or the decision made by the Board on that Appeal.
- 6.4. If a Member has any interest, whether direct or indirect, in any matter before the Board, the Member shall declare such interest to the Board before discussion of the matter, and shall not participate in the Hearing, or discuss or vote upon the matter, and such abstention shall be recorded in the minutes.
- 6.5. The Board shall sit with a maximum of five (5) members at any Hearing but may sit with fewer members than the maximum in accordance with the provisions of this Bylaw.

- 6.6. Any order, decision, approval, notice or other things, made, given or issued by the Board shall be signed on its behalf by the Chairperson

7. FEES AND EXPENSES

- 7.1. Remuneration for mileage, meals, and other expenses of the Members of the Board and Clerk, shall be established by Council.
- 7.2. The fees associated with the launching of Appeals, holding of Hearings, and Hearings of the Board shall be established by ~~Policy 61.11 Planning and Development Fees~~ Bylaw (or its equivalent).

8. DEVELOPMENT APPEALS

- 8.1. Subject to Section 685(3) of the Act, the Board shall hear appeals where the Development Authority for Smoky Lake County:
 - 8.1.1. refuses or fails to issue a Development Permit to a person;
 - 8.1.2. issues a Development Permit subject to conditions; or
 - 8.1.3. issues an Order under Section 645 of the Act;provided appeals from the Applicant are received within the required time and in the manner indicated in the Act.
- 8.2. Subject to Section 685(2) of the Act, any person affected by an Order, Decision or Development Permit made or issued by the Development Authority may appeal to the Board, provided appeals are received within the required time and in the manner indicated in the Act.
- 8.3. Despite 8.1 and 8.2, no appeal lies in respect of the issuance of a Development Permit for a permitted use unless the provisions of the Land Use Bylaw were relaxed, varied or misinterpreted.
- 8.4. The Board shall hold an Appeal Hearing respecting any Development Appeal within 30 days of receipt of the Notice of Appeal.
- 8.5. The Board shall give at least 5 days notice in writing of the Appeal Hearing to:
 - 8.5.1. the Appellant;
 - 8.5.2. the Development Authority whose order, decision or development permits is the subject of the appeal;
 - 8.5.3. the owners required to be notified under the Land Use Bylaw; and
 - 8.5.4. any other person or persons that the Board considers to be affected by the appeal.
- 8.6. The Clerk shall make available for public inspection, prior to the Hearing, all relevant documents and materials respecting the Appeal, including:
 - 8.6.1. The Application for the Development Permit, the Decision and the Notice of Appeal; or
 - 8.6.2. The Order under Section 645 of the Act.
- 8.7. In accordance to the Act, the Board shall hear:
 - 8.7.1. The Appellant or any person acting on his/her behalf;
 - 8.7.2. The Development Authority from whose Order, Decision or Development Permit the appeal is made or a person acting on behalf of the Development Authority;
 - 8.7.3. Any other person who was served notice of the Hearing and who wishes to be heard or a person acting on his/her behalf; and
 - 8.7.4. Any other person who claims to be affected by the Order, Decision or

Permit and that the Board agrees to hear or person acting on behalf of that person.

- 8.8. The Board shall hold all Hearings in public, but the Board may recess or close the Hearing at any time and deliberate.
- 8.9. At the Hearing of the Appeal, should the Board request further technical information, a legal opinion or other assistance, it may recess the Hearing pending receipt of such information.

9. DEVELOPMENT APPEALS DECISIONS

- 9.1. In determining an Appeal, the Board:
 - 9.1.1. shall comply with the Land Use Policies established pursuant to Section 622 of the Act;
 - 9.1.2. shall comply with any statutory plans and, subject to 9.1.5 of this Bylaw, the Land Use Bylaw of Smoky Lake County;
 - 9.1.3. shall have regard to but not be bound by the Subdivision and Development Regulations established pursuant to Section 694 of the Act;
 - 9.1.4. may confirm, revoke or vary the Order, Decision or Development Permit or any condition attached to any of them or make or substitute an Order, Decision or Permit of its own;
 - 9.1.5. may make an Order, Decision or issue or confirm the issue of the Development Permit even through the proposed development does not comply with the Land Use Bylaw if, in its opinion:
 - 9.1.5.1. the proposed development would not:
 - 9.1.5.1.1. unduly interfere with the amenities of the neighbourhood; or
 - 9.1.5.1.2. materially interfere with or affect the use, enjoyment or value of the neighbouring parcels of land; and
 - 9.1.5.2. the proposed development conforms with the use prescribed for that land or building in the Land Use Bylaw.
- 9.2. The Board must give its Decision in writing, together with reasons for the Decision, within fifteen (15) days after concluding the Hearing.

10. SUBDIVISION APPEALS

- 10.1. Subject to Sections 678 of the Act, the Board shall hear appeals of decisions of the Subdivision Authority for Smoky Lake County provided an appeal is received within the time limitations and in the manner indicated in the Act.
- 10.2. The Board shall hold a Hearing respecting any Development Appeal within 30 days of receipt of the Notice of Appeal.
- 10.3. The Board shall give at least 5 days notice in writing of the Hearing to:
 - 10.3.1. the Applicant for subdivision approval;
 - 10.3.2. the Subdivision Authority that made the decision;
 - 10.3.3. any school board to whom the application for subdivision was referred;
 - 10.3.4. every Government department that was given a copy of the Application for subdivision approval pursuant to the Act and Subdivision and Development Regulations; and
 - 10.3.5. if the land that is the subject of the Application for subdivision approval is adjacent to the boundaries of another municipality, that municipality.

- 10.4. The Clerk shall make available for public inspection, prior to the Hearing, all relevant documents and materials respecting the Appeal.
- 10.5. In accordance to the Act, the Board hearing the Appeal is not required to hear from any other person or entity other than:
 - 10.5.1. a person or entity that was notified under Section 10.3 of this Bylaw, and
 - 10.5.2. each owner of adjacent land to the land that is the subject of the Appeal;
 - 10.5.3. or a person acting on any of those persons` behalf.
- 10.6. Letters previously submitted to the Subdivision Authority will not become part of the Hearing, unless resubmitted for the Hearing. The writer of the letter must be identified by name on the document.
- 10.7. The Board shall hold all Hearings in public, but the Board may recess the Hearing at any time and deliberate.
- 10.8. At a Hearing, should the Board request further technical information, a legal opinion, or other assistance, it may recess the Hearing pending receipt of such information.

11. SUBDIVISION APPEALS DECISIONS

- 11.1. In determining an Appeal, the Board:
 - 11.1.1. must be consistent with the Land Use Policies established pursuant to Section 622 of the Act;
 - 11.1.2. must conform with the uses of land referred to in the Land Use Bylaw of Smoky Lake County;
 - 11.1.3. must have regard to any statutory plan;
 - 11.1.4. shall have regard to but not be bound by the Subdivision and Development Regulations established pursuant to Section 694 of the Act;
 - 11.1.5. may confirm, revoke or vary the approval or decision or any condition imposed by the Subdivision Authority or make or substitute an approval, decision or condition of its own;
 - 11.1.6. may, in addition to the other power it has, exercise the same power as a Subdivision Authority is permitted to exercise pursuant to the Act or Subdivision and Development Regulations or Bylaws passed under Part 17 of the Act.
- 11.2. After hearing all submission and rebuttals, the Board shall deliberate and reach its Decision in private.
- 11.3. The Board must give its Decision in writing, together with reasons for the Decision, within fifteen (15) days after concluding the Hearing.

12. GENERAL

- 12.1. The Decision of the majority of the Members of the Board present at a Hearing shall be deemed to be the Decision of the whole Board. In the event of a tie vote, any motion before the Board shall be deemed to be defeated.
- 12.2. A Board Member, who for any reason is unable to attend the entire hearing of an Appeal, shall not participate in the Board`s deliberations for the Decision made by the Board on that Appeal.
- 12.3. A verbal decision is not final and binding, until the Decision has been written, signed, and publicly released to the relevant parties.
- 12.4. The Decision of the Board shall be signed by the Chairperson who presided at the Hearing at which the Decision was made.

- 12.5. The Clerk shall send the written Decision and reasons in accordance with the Act to the Applicant, the Appellant and those affected persons who gave their name and address to the Clerk during the Hearing.
- 12.6. The Clerk shall make and keep a written record of the Board's proceedings which may be in the form of a summary of the evidence presented at the Hearing.
- 12.7. In the event that an Appellant withdraws their appeal prior to the commencement of that Hearing, the Board will not proceed with the Hearing.
- 12.8. Any fees taken relating to an appeal shall not be returned or refunded.

13. SEVERABILITY

It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of the Bylaw is deemed valid and enforceable.

14. REPEAL AND EFFECTIVE DATE

- 13.1. Bylaw 1226-11 shall be repealed upon the passing of this Bylaw.
- 13.2. This Bylaw shall come into force and effect on the final date of passing thereof.

READ A **FIRST TIME** IN COUNCIL THIS ____ day of _____, 2022.

READ A **SECOND TIME** IN COUNCIL THIS ____ day of _____, 2022.

READ A **THIRD AND FINAL TIME** IN COUNCIL THIS ____ day of _____, 2022.

Lorne Halisky, Reeve

S E A L

Gene Sobolewski
Chief Administrative Officer

SCHEDULE A

SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS RULES FOR CONDUCT

1. For the purpose of this Schedule, the following terms shall have the same meaning as in Section 169 of the Act:
 - 1.1. "Corporation", "Director", "Distributing Corporation", "Officer", "Stakeholder", "Voting Rights" and "Spouse"
2. For the purpose of this Schedule, the term "Member's Family" shall have the same meaning as the term "Councilor's Family" under Section 169 of the Act.
3. No Member shall participate in the Hearing of any matter before the Board in which the Member has a pecuniary interest.
4. A Member has a pecuniary interest in a matter if:
 - 4.1. The matter could monetarily affect the Member or an employer of the Member; or
 - 4.2. The Member knows or ought to know the matter could monetarily affect the Member's family.
5. For the purposes of Section 3, a Member is monetarily affected by a matter if the matter monetarily affects:
 - 5.1. The Member directly;
 - 5.2. A corporation, other than distributing corporation, in which the person is a shareholder, director or officer;
 - 5.3. A distributing corporation in which the Member beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the Member is a director or officer; or
 - 5.4. A partnership or firm of which the Member is a member.
6. For the purposes of determining whether a Member has a pecuniary interest in the matter before the Board, the provision of Section 170(3) of the Act shall apply, substituting the term "Member" for the term "Councillor".
7. Where a Member has a pecuniary interest of the matter before the Board, that Member shall:
 - 7.1. Disclose the nature of the pecuniary interest to the Chair and Clerk of the Board;
 - 7.2. Abstain from participating in the Hearing of the matter;
 - 7.3. Abstain from any discussion of voting on the matter; and
 - 7.4. Be absent from the room in which the appeal is heard, except to the extent that the Member is entitled to be heard before the Board as an appellant or a person affected by the matter before the Board.
8. Where Council becomes aware of a breach of these provisions by a Member of the Board, Council shall review the facts of the case and decide as to whether the Member, in the opinion of Council, has breached pecuniary interest provisions of this Schedule.
9. Where, after its review pursuant to Section 8, Council determines that a breach of pecuniary interest provisions has occurred; Council may remove the Member from the Board, in accordance with the provisions for appointment and removal of a Member in the Subdivision and Development Appeal Board Bylaw.
10. A Member of the Board shall:

- 10.1. Not discuss any matter under appeal with any party to that appeal, outside of the formal hearing process.
 - 10.2. Keep in camera discussions of Board and the Committees, and any legal advice provided to the Board or Committees confidential, except where required to disclose that information by law; and
 - 10.3. Attend all Board Hearings to which he or she has been assigned.
11. Where Council has reasonable grounds to believe that a Member has breached any of the provisions in Section 10, Council may remove that Member from the Board in accordance with the provisions for appointment and removal of a Member in the Subdivision and Development Appeal Board Bylaw.

SCHEDULE B

SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB) CHAIRPERSON'S PROCEDURAL NOTES	
CALL THE HEARING TO ORDER	<i>I call this Hearing of the Subdivision and Development Appeal Board to Order.</i>
ADOPT AGENDA	<p><i>Are there any additions/deletions/changes to the Agenda?</i></p> <p><i>Can I have a motion to adopt the Agenda? All in favor?</i></p>
CHAIRPERSON/BOARD INTRODUCTION	<p><i>Welcome to this hearing for the Subdivision and Development Appeal Board. My name is _____ and I will preside over this/these hearing(s). All questions and comments shall be directed through me.</i></p> <p><i>The members sitting on this board today are: (board introductions)</i></p>
OBJECTIONS TO BOARD?	<p>To Appellant:</p> <p><i>Do you have any objection to any of the present Board members hearing this appeal?</i></p> <p>To Audience:</p> <p><i>Does anyone in the audience affected by this appeal have any objection to any of the present Board members hearing this appeal?</i></p>
REQUEST FOR ANY NEW WRITTEN MATERIALS	<ul style="list-style-type: none"> • <i>Requests for postponement may be made at any time during the hearing.</i> • <i>The Board would also like to confirm with affected parties present that all written materials, documents and other written communications have been provided to the Secretary in advance of this hearing for inclusion into the hearing package provided to the Board and available for public inspection.</i> • <i>Is there any party in the audience who plans to present any written materials or documents that have not been provided to the Secretary and that would not be contained in the hearing package? If so, please provide them to the Secretary before your presentation so that they may be circulated.</i>
RECORD OF PROCEEDINGS	<i>Chairperson advises that the PROCEEDINGS WILL BE RECORDED for accuracy of the decision. After the decision of the Board has been made, the recording will be destroyed.</i>

<p>OUTLINE HEARING PROCESS</p>	<p>The order of presentation for the hearing is as follows:</p> <ul style="list-style-type: none"> • Secretary introduces appeal. • Development Authority/Subdivision Authority presentation. • Appellant presentation. • Persons supporting Appellant. • Applicant presentation. • Persons opposing appeal. • Questions from either part. • Questions from Board members. • Summary (closing remarks) from the parties. • The Board will have an opportunity following each of the presentations just listed to ask questions of the presenter. • When speaking, please face the Chairperson and address the Board. Start with your name and address for the record and then make your presentation. • Please note that the Board will be making its decision based on the information provided during this Hearing so if you would like to have something considered, ensure that it is brought up during this hearing. • We can accept any evidence we think is proper but there are limitations. If the evidence is relevant to proper planning, we listen. If it is irrelevant to proper planning, we should not hear it. If we hear it, we have to mention that it did not influence us, or a Court could say that the Board was influence by something that had nothing to do with the issue. • Once we are done receiving presentations and rebuttals from all parties, we will proceed with the hearing “in camera” to deliberate and decide on this matter. • A written decision with reasons will be provided within 15 days of the closing of the hearing.
<p>CONFIRM THE HEARING PROCESS</p>	<p>Does the appellant have any concerns with the process I have outlined?</p> <p>Does anyone in the audience have any concerns with the process as outlined?</p>
<p>READING IN TO RECORD</p>	<p>The Secretary shall now read in to record the written letters of appeal to the Board.</p> <p>Do the Board Members have any questions or concerns with the submission of the applicant or supporting letters opposing the appeal?</p>
<p>DEVELOPMENT/SUBDIVISION AUTHORITY PRESENTATION</p>	<p>Chairperson: I now call upon the Development Authority/Subdivision Authority to make their presentation.</p> <p>To Board (after presentation): Does the Board have any questions for clarification?</p>

CALL FOR APPELLANT TO COME FORWARD	<p><i>Will the Appellant please come forward to the presentation table, introduce him/her self and state their address for the record?</i></p> <ul style="list-style-type: none"> • Chairperson: <i>When you speak, please SPEAK INTO THE MICROPHONE in front of you. Ensure ALL QUESTIONS OR COMMENTS are directed to me.</i>
APPELLANT PRESENTATION	Chairperson: <i>The Appellant may now proceed to make his/her presentation.</i>
	To Board: <i>Does the Board have any questions for clarification from the appellant?</i>
	Chairperson: <i>Is there anyone in the audience who wishes to speak <u>in support</u> of the appeal? Would you please come forward and introduce yourself to the Board and outline how you are affected? You may make your presentation after introducing yourself to the board with your name and address.</i>
CALL FOR APPLICANT TO COME FORWARD	<p><i>Will the Applicant please come forward to the presentation table, introduce him/her self and state their address for the record?</i></p> <ul style="list-style-type: none"> • Chairperson: <i>When you speak, please SPEAK INTO THE MICROPHONE in front of you. Ensure ALL QUESTIONS OR COMMENTS are directed to me.</i>
APPLICANT PRESENTATION	Chairperson: <i>The Applicant may now proceed to make his/her presentation.</i>
	To Board: <i>Does the Board have any questions for clarification from the applicant?</i>
	Chairperson: <i>Is there anyone in the audience who wishes to speak <u>against</u> the appeal? Would you please come forward and introduce yourself to the Board and outline how you are affected? You may make your presentation after introducing yourself to the board with your name and address.</i>
BOARD QUESTIONS	To Board: <i>Does the Board have any questions for clarification from any party?</i>
OTHER QUESTIONS	To the audience: <i>Does any person who has presented have any questions for clarification of any other presenter?</i>
FINAL COMMENTS – following all submissions	
DEVELOPMENT/SUBDIVISION AUTHORITY FINAL COMMENTS	<i>Does the Development/Subdivision Authority have any final comments?</i>
OTHER PERSONS' FINAL COMMENTS	<i>Does the appellant have any final questions?</i>
	<i>Does the applicant have any final questions?</i>
BOARD'S FINAL COMMENTS	<i>Does the Board have any final questions?</i>
FAIR HEARING?	<p>Ask the persons who have made representations:</p> <p><i>Does everyone present believe that they have had a fair hearing?</i></p> <p><i>If “no” then ask for reasons or questions to the board or any other person.</i></p>

<p>CLOSING THE HEARING</p>	<p>Chairperson: <i>This hearing is now closed.</i></p> <p><i>The SDAB wishes to advise that it is unable to receive any further written or verbal submissions now that the Hearing is closed.</i></p> <p><i>In accordance with Provincial legislation, the Board is required to hand down a decision within 15 days from the date of today's hearing. You may phone the Secretary about the decision; however, no decision is binding on the Board until it issues a written decision.</i></p> <p><i>Applicant/Appellant if you could please wait for 10 minutes or so while the board deliberates to ensure that the board doesn't have any further questions. Thank you.</i></p>
<p>BOARD DECISION</p>	<p>Board deliberates and makes decision in camera.</p>
<p>CLOSE THE HEARING</p>	<p>Chairperson declares the Hearing closed at _____ p.m.</p>



COUNCIL CAO EVALUATION MEETING ACTION LIST FROM SEPT. 29, 2022 AS OF 2022/11/25

5.1.3.i

1
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...
	No value	2022 09 29 CAO Evaluation			Patti Priest: Achievements: There were no motions made that required any action. Discussions were held under Executive Session and will continue at the next CAO Evaluation meeting. Challenges: No value Next Steps: No value	Complet 100 / 100



COUNCIL CAO EVALUATION MEETING ACTION LIST FROM OCT. 11, 2022 AS OF 2022/11/25

5.1.3.ii

1
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...
	No value	2022 10 11 CAO Evaluation			Patti Priest: Achievements: There were no motions made that required any action. Discussions were held under Executive Session and will continue at the next CAO Evaluation meeting. Challenges: No value Next Steps: No value	Complet 100 / 100



COUNCIL BUDGET MEETING ACTION LIST FROM OCT. 17, 2022 AS OF

5.1.3.iii

2022/11/25

2
GOALS

100%
GOAL COMPLETION

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

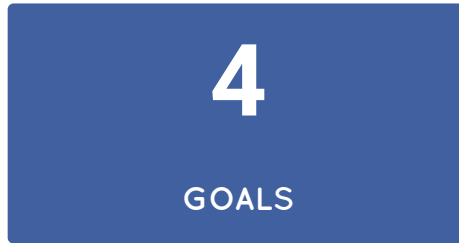
GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/17	1171-22	2022 10 17 Budget Meeting → County and Natural Gas System Budgets: Five-Year Capital & Five-Year Operating	That Smoky Laker County defer the Five-Year Capital Budget, Five-Year Operating Budget, Year-2023 Natural Gas System Operating Budget, and Year-2023 Natural Gas System Capital Budget, to the next scheduled Budget Meeting; and schedule the next Smoky Lake County Council Budget Meeting for Tuesday, November 15, 2022 at 1:00 p.m. to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and/or physically in County Council Chambers.	Finance Manager	Patti Priest: Achievements: As per motion 1171-22, these items will be brought forward to the next Budget meeting on November 15, 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 / 100 Complet 100 / 100



DEPT. OP. COUNCIL MEETING ACTION LIST FROM OCT. 18, 2022 AS OF 2022/12/07

5.1.3.iv



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
		2022 10 18 Departmental Operations				On Track 66 / 100
2022/10/18	1174-22	→ Enterprise Fleet Management Canada Inc. – Replacement of Unit 100A and Unit 109	That Smoky Lake County execute the open-end (equity) lease agreement with Enterprise Fleet Management Canada Inc. as per their Quote 6710057, dated October 11, 2022 for two (2) Year-2023 Ford F-350 XLT, 4x4, SD crew cab, 6.75 ft. box, 160 in. wheel base, SRW, box 147.4 in. wheel base, to replace Fleet Unit 100A and Unit 109.	Shop Foreman	Patti Priest: Achievements: The Shop Foreman confirmed the units are on order and should arrive in February 2023. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/18	1175-22	→ Main Office and Shop Office Interior Lighting	That Smoky Lake County Council approve an unbudgeted expenditure funded from the Building Reserve, up to a maximum in the amount of \$50,000.00, based on the information received from Al Romaniuk, of Wayetenau Electrical Services, for the purpose of upgrading the obsolete and/or unsafely attached ceiling lights within the interiors of the County's Main Office and Shop Office.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: Al Romaniuk declined the project and Administration sought quotes from Ty-Wire Electric Ltd. and Moonlight Electric. The CAO conducted an email straw poll of Council with the results being to engage Ty-Wire Electric Ltd. Ty-wire Electric Ltd. is scheduled to start installation after December 9, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 46 / 100
2022/10/18	1178-22	→ Peace Officer Program Presentation	That Smoky Lake County accept the presentation from the October 18, 2022, Delegation: Tammy Spink, Manager Peace Officer Program, in respect to the Government of Alberta's Peace Officer Program.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Information acknowledged for historical reference of information received by Council, and retained under Municipal File: 2-28</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100



COUNCIL CAO EVALUATION MEETING ACTION LIST FROM OCT. 24, 2022 AS OF 2022/11/25

5.1.3.v



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

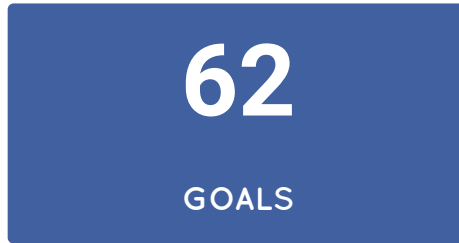
GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
	No value	2022 10 24 CAO Evaluation			<p>Patti Priest:</p> <p>Achievements: There were no motions made that required any action. Discussions were held under Executive Session and will continue at the next CAO Evaluation meeting.</p> <p>Challenges: No value</p> <p>Next Steps: No value</p>	<p>Comple 100 / 100</p>



COUNCIL ORG MEETING ACTION LIST FROM OCT. 26, 2022 AS OF 2022/11/25

5.1.3.vi



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...	
		2022 10 26 Organizational Meeting				Comple	100 / 100
2022/10/26	01-22	→ Reeve of Smoky Lake County	That Councillor Lorne Halisky be nominated as Chief Elected Official: Reeve of Smoky Lake County, for the ensuing year.	Legislative Service Clerk	Patti Priest: Achievements: Mr. Lorne Halisky was declared elected by acclamation by the Chief Administrative Officer as the Chief Elected Official: Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position and assumed the Chair. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple	100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	02-22 & 03-22	→ Deputy Reeve of Smoky Lake County	That Councillor Linda Fenerty be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year. That Councillor Dan Gawalko be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.	Legislative Service Clerk	Patti Priest: Achievements: Mr. Dan Gawalko was declared elected by the Reeve as the Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, by a three to two vote, for the ensuing year, executed an "Oath of Office" for the position. The secret ballots were disposed of after the ballot count was provided and position of Deputy Reeve was declared. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	04-22	→ Appoint Municipal Solicitor(s)	That Smoky Lake County appoint Brownlee LLP and Reynolds Mirth Richards & Farmer LLP as the solicitors for Smoky Lake County, on an as needed basis.	Legislative Service Clerk	Patti Priest: Achievements: Brownlee LLP and Reynolds Mirth Richards & Farmer LLP are the County solicitors. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	05-22	→ Remuneration: Public-at-Large Committee Members	Smoky Lake County Public-at-Large members appointed by Council for Committee representation, be paid at a rate of \$175.00 per day and the mileage and meal expenses be paid at the same rate as stated in Policy Statement No. 08-18-08: Council Remuneration and Expenses as amended from time to time.	Legislative Service Clerk	Patti Priest: Achievements: Motion was provided to Accounts Payable for reference when issuing payment to Public-At Large members. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	06-22	→ Regular County Council Meetings	That Smoky Lake County Council Regular Meetings be typically scheduled on the fourth (4th) Thursday of each month at 9:00 a.m. with the exception of July and November, unless otherwise stated by motion of Council, and be held in County Council Chambers, 4612 McDougall Drive, Smoky Lake, and/or virtually, online through Electronic Communication Technology: Zoom Meeting.	Legislative Service Clerk	Patti Priest: Achievements: The schedule for County Council Meetings will be followed as per resolution and properly advertised any changes, when necessary. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	07-22	→ Municipal Annual Meeting	That Smoky Lake County municipal annual meeting to be held at the discretion of Council and call of the Reeve.	Legislative Service Clerk	Patti Priest: Achievements: The Annual General Meeting may be held as per motion. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	08-22	→ Financial Statements	That Smoky Lake County's Audited Financial Statements, and Auditor's Report for the Year Ended December 31, 2022, be made available to the public on the County Website, in the Main Office, and in the Smoky Lake County Annual Booklet.	Legislative Service Clerk	Patti Priest: Achievements: The Financial Statement for Year-End 2022 will be posted to the County Website after being adopted by County Council and may also be included in the annual booklet. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	09-22	→ Christmas Office Closures for Main Office and Public Works	<p>That Smoky Lake County Council approve to close the Main Office located at 4612 McDougall Drive, Smoky Lake and the Public Works Shop located at 5004 50 Street, Smoky Lake, from December 26, 2022 to January 2, 2023 & January 6, 2023 under the following conditions:</p> <ul style="list-style-type: none"> Monday, December 26, 2022 is Boxing day, and Tuesday, December 27, 2022, is in lieu of Christmas day, both are to be paid as Statutory Holidays; Wednesday, December 28, 2022 to Friday, December 30, 2022 (3 days) are to be taken as vacation days by Employees with the understanding they will return to work as needed, in the event of an emergency during those three days; Monday, January 2, 2023 is a paid Statutory Holiday in Lieu of New Year's Day, and Friday, January 6, 2023 is a paid Holiday in lieu of Ukrainian Christmas, January 7, 2023. 	Communications Technician	Patti Priest: Achievements: The Christmas office closures are advertised in the December Grapevine, County website, and social media. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	10-22	→ Government Liaison Committee	That the Smoky Lake County Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the Government Liaison Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	11-22	→ Policy Committee	That all members of Smoky Lake County Council be appointed to the Smoky Lake County Policy Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	12-22	→ Local Assessment Review Board	That Smoky Lake County reconfirm the appointment of Capital Region Assessment Services Commission (CRASC) to the Local Assessment Review Board as per Bylaw No. 1417-22.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	13-22	→ Composite Assessment Review Board	That Smoky Lake County reconfirm the appointment of Capital Region Assessment Services Commission (CRASC) to the Composite Assessment Review Board as per Bylaw No. 1417-22.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	14-22	→ Risk Pro Management Committee	That the Smoky Lake County Reeve be appointed as member to the Risk Pro Management Committee ; and the Deputy Reeve be appointed as the alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	15-22	→ Negotiating Committee	That Smoky Lake County Councillors: Dan Gawalko, Lorne Halisky and Dominique Cere be appointed as members to the Negotiating Committee to bargain the Collective Agreements with the International Union of Operating Engineers Local No. 955 for the Public Works Employees; and with the Canadian Union of Public Employees Local No. 4575 for the Main Office Staff and Custodian Staff; and that Councillors Linda Fenerty and Jered Serben be appointed as the alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letters to IUOE & CUPE was prepared with a copy of motion 15-22, on October 26, 2022. The CAO signed the letters on November 9, 2022 and the letters were emailed to the Unions that day.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	15-22	→ Fire Protective Services Committee	That all members of Smoky Lake County Council be appointed to the Fire Protective Services Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	16-22	→ Fire & Rescue Liaison Committee	That Smoky Lake County Council appointed to the Fire and Rescue Liaison Committee be as follows: Councillor Dan Gawalko be appointed as member and Councillor Linda Fenerty as alternate to the Vilna Fire Department ; and that Councillor Dominique Cere be appointed as member and Councillor Jered Serben be appointed as alternate to the Smoky Lake Fire Department ; and Councillor Jered Serben be appointed as member and Councillor Dominique Cere be appointed as alternate to the Waskatenau Fire Department .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	17-22	→ RCMP Liaison Committee	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the RCMP Liaison Committee ; and Councillor Linda Fenerty be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A letter signed by the Executive Services Clerk with a copy of the motion was emailed to the organization on October 28, 2022. The Council Committee Appointments list chart was updated and posted to the website and distributed internally as well as to stakeholders.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	18-22	→ Regional Emergency Management Advisory Committee	That the Smoky Lake County Councillor Linda Fenerty be appointed as member to the Regional Emergency Management Advisory Committee ; and Councillor Dominique Cere be appointed as an alternate	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	19-22	→ Smoky Lake Region Fire and Rescue Committee	That Smoky Lake County Councillors Lorne Halisky and Linda Fenerty be appointed as members to the Smoky Lake Region Fire and Rescue Advisory Committee ; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	20-22	→ Citizens On Patrol (C.O.P) Liaison Committee	That the Smoky Lake County Councillor Dan Gawalko be appointed as member to the Citizens On Patrol (C.O.P) Liaison Committee ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	21-22	→ Road Ban Committee	That the Smoky Lake County Reeve be appointed as member to the Road Ban Committee along with the Public Works Manager and Chief Administrative Officer; and the Deputy Reeve be appointed as alternate; and any two (2) members have the authority to sign for the Road Ban / Restriction Order and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	22-22	→ North East Muni-Corr Ltd. Committee	That Smoky Lake County Councillor Linda Fenerty be reaffirmed as member to the North East Muni-Corr Ltd. Committee for the four-year term ending in Year 2025; and Councillor Jered Serben be reaffirmed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to NE Muni-Corr with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	23-22	→ Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee	That Smoky Lake County Councillor Dan Gawalko be appointed as member to the Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee ; and Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A letter signed by the Executive Services Clerk with a copy of the motion was emailed to the organization on October 28, 2022.</p> <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...
2022/10/26	24-22	→ Evergreen Regional Waste Management Commission	That Smoky Lake County Councillor Dan Gawalko be appointed as member to the Evergreen Regional Waste Management Commission ; and Councillor Lorne Halisky be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A letter signed by the Executive Services Clerk with a copy of the motion was emailed to the organization on October 28, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	25-22	→ Highway 28/63 Regional Water Services Commission	That Smoky Lake County Councillors Dan Gawalko and Lorne Halisky be appointed as members to the Highway 28/63 Regional Water Services Commission ; and that Councillors Linda Fenerty and Jered Serben be appointed as alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A letter signed by the Executive Services Clerk with a copy of the motion was emailed to the organization on October 28, 2022. The Council Committee Appointments list chart was updated and posted to the website and distributed internally as well as to stakeholders.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	26-22	→ Joint Health & Safety Committee	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the Joint Health & Safety Committee ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <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...
2022/10/26	27-22	→ Doctor Retention & Recruitment Committee	That the Smoky Lake County Reeve be appointed as the member to the Doctor Retention and Recruitment Committee ; and the Deputy Reeve be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	28-22	→ Family Community Support Services (FCSS) Committee	That all members of Smoky Lake County Council be appointed to the Family Community Support Services (FCSS) Committee .	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	29-22	→ Smoky Lake Foundation Board	That Smoky Lake County Councillors Dominique Cere and Jered Serben be appointed as members to the Smoky Lake Foundation Board ; and Councillors Lorne Halisky and Linda Fenerty be appointed as alternates.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	30-22	→ Municipal Planning Commission	That all members of Smoky Lake County Council be appointed to the Municipal Planning Commission – Development Authority , as required by Bylaw No. 1346-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	31-22	→ Subdivision and Development Appeal Board	That Smoky Lake County re-appoint Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, Gary Henry, Amy Cherniwchan and Jerry Melnyk as members to the Subdivision and Development Appeal Board , as required by Bylaw No. 1347-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	32-22	→ Sub-Division Authority	That Smoky Lake County re-confirm Jane Dauphinee, BA – Mplan – RPP – MCIP – Principal / Senior Planner, Municipal Planning Services (2009) Ltd. , as the person appointed as the Sub-Division Authority for Smoky Lake County, as per Bylaw No. 1345-19; and, on an as needed basis for the 2022-2023 year.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	33-22	→ Smoky Lake Regional Heritage Board	That Smoky Lake County appoint Councillors Linda Fenerty and Lorne Halisky be appointed to the Smoky Lake Regional Heritage Board as per Bylaw No. 1371-20 and re-appoint the Public-at-Large members to the as follows: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, and Pamela Billey.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	34-22	→ CCI Wireless - Corridor Communications Inc.	That Smoky Lake County Policy Statement No. 61-08-02: Corridor Communications Incorporated: CCI Terms of Reference , be rescinded as the County is no longer invested in the said company and the said company has been dissolved.	Municipal Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	35-22	→ Regional Community Development Committee (RCDC)	That Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members to the Regional Community Development Committee (RCDC) ; and Councillor Linda Fenerty be appointed as alternate in accordance with Bylaw No. 1399-21, and the Smoky Lake County public-at-large members be Ed Dyck and Noel Simpson.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, CEDO, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	36-22	→ Intermunicipal Development Plan (IDP) – Town of Smoky Lake	That Smoky Lake County appoint Councillor Lorne Halisky and Jered Serben, as members to the Smoky Lake County / Town of Smoky Lake Intermunicipal Development Plan (IDP) Committee; and Councillor Dominique Cere, be the alternate member, as per Bylaw No. 1289-16	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	37-22	→ Intermunicipal Development Plan (IDP) – Village of Waskatenau	That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Village of Waskatenau Intermunicipal Development Plan (IDP) Committee; and Councillor Lorne Halisky, be the alternate member, as per Bylaw No. 1304-17.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	38-22	→ Intermunicipal Development Plan (IDP) – Village of Vilna	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / Village of Vilna - Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1290-16.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	39-22	→ Intermunicipal Development Plan (IDP) – Lamont County	That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Lamont County Intermunicipal Development Plan (IDP) Committee; and Councillor Linda Fenerty, be the alternate member, as per Bylaw No. 1383-16.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Lamont County with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	40-22	→ Intermunicipal Development Plan (IDP) – County of St. Paul No.19	That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / County of St. Paul No.19 Intermunicipal Development Plan (IDP) Committee, as per Bylaw No.1334-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to County of St. Paul with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	41-22	→ Intermunicipal Development Plan (IDP) – County of Two Hills No.21	That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / County of Two Hills No. 21 Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1335-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to County of Two Hills with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	42-22	→ Intermunicipal Collaboration Committee (ICC) – Smoky Lake Region	That Smoky Lake County appoint Councillors: Lorne Halisky and Linda Fenerty, as members to the Smoky Lake Region (Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna) Intermunicipal Collaboration Committee (ICC); and Councillor Jered Serben, be the alternate member, as per Bylaw No. 1365-20.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	43-22	→ Intermunicipal Collaboration Committee (ICC) – Thorhild County	That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / Thorhild County Intermunicipal Collaboration Committee (ICC); and Councillor Dan Gawalko, be the alternate member, as per Bylaw No.1368-20.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Thorhild County with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	44-22	→ Intermunicipal Collaboration Committee (ICC) – Lamont County	That Smoky Lake County appoint Councillors: Linda Fenerty and Jered Serben, as members to the Smoky Lake County / Lamont County Intermunicipal Collaboration Committee (ICC); and Councillor Dominique Cere, be the alternate member, as per Bylaw No.1391-21.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Lamont County with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	45-22	→ Intermunicipal Collaboration Committee (ICC) – County of St. Paul No.19	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / County of St. Paul No.19 Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1361-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to County of St. Paul with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	46-22	→ Intermunicipal Collaboration Committee (ICC) – County of Two Hills No.21	That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / County of Two Hills No.21 Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1360-19.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to County of Two Hills with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	47-22	→ Ukrainian Twinning Committee	That Smoky Lake County appoint Councillors: Linda Fenerty and Lorne Halisky to the Ukrainian Twinning Committee , appoint Councillor Jered Serben as alternate member, as per Bylaw No. 1404-21.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, CEDO, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	48-22	→ Community Futures St. Paul – Smoky Lake Region Committee	That Smoky Lake County appoint Councillor Linda Fenerty to the Community Futures St. Paul – Smoky Lake Region Committee , and appoint Councillor Dan Gawalko as alternate member.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Community Futures with a copy of this motion and the member contact info on Nov. 24. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	49-22	→ Agricultural Service Board	That all members of Smoky Lake County Council be appointed to the Agricultural Service Board , as required the Agricultural Service Board Act, and as per Smoky Lake County Bylaw No. 1357-19: Agricultural Service Board.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	50-22	→ Agricultural Issues Advisory Committee	That the Smoky Lake County Agricultural Service Board Chairperson, Vice-Chairperson, and any other member of Council affected by a specific issue, be appointed to the Agricultural Issues Advisory Committee ; and the Agricultural Issues Advisory Committee may call for “Public-at-Large” members, when required.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	51-22	→ Agricultural Service Board Independent Appeal Panel for Weed Control	That Smoky Lake County re-appoint the Public-at-Large members to the Agricultural Service Board Independent Appeal Panel for Weed Control , as per Bylaw 1240-12, as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and Ed Doktor as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	52-22	→ Lakeland Agricultural Research Association (LARA)	That the Smoky Lake County Agricultural Service Board Chairperson be appointed to the Lakeland Agricultural Research Association (LARA) ; and the Smoky Lake County Agricultural Service Board Vice-Chairperson as alternate; and acknowledge LARA appointed Public-at-Large members from Smoky Lake County: Barb Shapka and Charlie Leskiw.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to LARA with a copy of this motion and the member contact info on Nov. 24. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	53-22	→ Lakeland Industry & Community Association (LICA)	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the Lakeland Industry & Community Association (LICA) and that Councillor Dan Gawalko be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to LICA with a copy of this motion and the member contact info on Nov. 24. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	54-22	→ Northeast Alberta Information Hub Ltd. (AlbertaHUB)	That Smoky Lake County Councillor Lorne Halisky be appointed as member to the Northeast Alberta Information Hub Ltd. (AlbertaHUB) ; and that Councillor Jered Serben be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to AB HUB with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	55-22	→ Northern Lights Library System (NLLS)	That Smoky Lake County Councillor Linda Fenerty be appointed as board representative for the four-year term ending in Year 2025, to the Northern Lights Library System (NLLS) ; and Councillor Dominique Cere be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to NLLS with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	56-22	→ Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee	That Smoky Lake County Councillor Jered Serben be appointed as member to the Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee ; and Councillor Lorne Halisky be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Daycare with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100

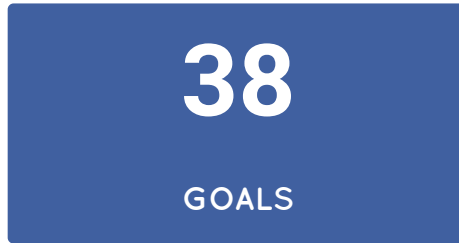
Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	57-22	→ Smoky Lake Agricultural Society	That Smoky Lake County Councillor Jered Serben be appointed as representative to the Smoky Lake Agricultural Society ; and Councillor Lorne Halisky be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Letter emailed to Sharon Boychuk with a copy of this motion and the member contact info on Oct.28. The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	58-22	→ Bellis Board of Trade	That Smoky Lake County Councillor Lorne Halisky be appointed as representative to the Bellis Board of Trade ; and Councillor Linda Fenerty be appointed as alternate.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	59-22	→ Natural Gas Committee	That all members of Smoky Lake County Council be authorized as the Natural Gas Committee to exercise the Rural Gas Act and supplemental Bylaws thereto.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	60-22	→ Environment and Parks Committee	That all members of Smoky Lake County Council be authorized as the Environment and Parks Committee for the Management of Water, Wastewater and Waste.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Municipal Committees list document was update as per the Oct.26 Council Organizational meeting and distributed by email to Council, Managers, Town CAO and Village CAOs on October 26, 2022 and was also posted to the County website.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	61-22	→ Council Covenant, Code of Conduct, and Oath of Confidentiality	That Smoky Lake County Council acknowledge the Council Covenant, Code of Conduct Acknowledgment, and Oath of Confidentiality, were executed by each respective Council member at the October 27, 2021 Organizational meeting following the Year-2021 Municipal Election.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Motion recorded on the action list for historical reference.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100



COUNCIL MEETING ACTION LIST FROM OCT. 26, 2022 AS OF 2022/12/07

5.1.3.vii



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
		2022 10 26 Regular Council Meeting				Overdue 94.89 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	67-22	<p>→ Proposed Changes to Safety Codes Agency Contract Fee Schedule</p>	<p>That Smoky Lake County approve revisions to the Safety Codes Agency Contract between Smoky Lake County, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau & The Inspections Group Inc., to update the Fee Schedule by making the following changes:</p> <ul style="list-style-type: none"> · \$150.00 Extension Fee – Safety Codes Act permits are valid for 1 year from the commencement date. Currently The Inspections Group does not offer extensions, so this would be a way to facilitate them; and · \$125.00/hour Variance Fee (2 hour minimum) – Variances to the requirements of the Safety Codes Act take additional time to process and incur additional costs for the inspection agency. This fee would allow for The Inspections Group to recoup these costs; and proceed to execute the revised Safety Codes Agency Contract, with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau & The Inspections Group Inc.. 	Planning & Development Manager	<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>Jordan Ruegg:</p> <p>Achievements: The Planning and Development Manager has received a revised Service Agreement with the updated fee schedules from The Inspections Group Inc. The Planning and Development Manager will facilitate the signing of the Agreement by all four partnering municipalities (Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna) before sending back to The Inspections Group for execution by them.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	<p>Comple 100 / 100</p>

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	69-22	<p>→ Bylaw No. 1424-22: Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP)</p>	<p>That Smoky Lake County Bylaw No. 1424-22: Village of Waskatenau and Smoky Lake County Intermunicipal Development Plan (IDP), as amended by replacing the word "should" with the word "shall" in the last paragraph under Section 2.5 "The Plan should <i>shall</i> be reviewed every five years from the date on which the Plan comes into effect to ensure that it is still current and meets the needs of the Village of Waskatenau, Smoky Lake County, and the entire Smoky Lake Region.", be given SECOND READING; ...</p> <p>...be given the THIRD and FINAL READING and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.</p>	Planning & Development Manager	<p>Jenna Preston:</p> <p>Achievements: Signed and sealed copy of Bylaw 1424-22 was sent to the Communications department to post on the County website on November 18, 2022 and filed the same day.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Kyle Schole:</p> <p>Achievements: Notice that the bylaw has been adopted has been forwarded to the Village Office. It will also be posted to the web.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	<p>Comple 100 / 100</p>

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	70-22	<p>→ Bylaw No. 1421-22: Waskatenau Intermunicipal Water & Wastewater Servicing Agreement</p>	<p>That Smoky Lake County defer consideration of Bylaw No. 1421-22: Waskatenau Intermunicipal Water and Wastewater Servicing Agreement under Municipal Government Act Section 54, until further information is acquired by administration to finalize the draft.</p>	<p>Planning & Development Manager</p>	<p>Patti Priest: Achievements: Bylaw 1421-22 is being brought forward to the December 14, 2022 Council Meeting. Challenges: <i>No value</i> Next Steps: <i>No value</i></p> <p>Jordan Ruegg: 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. Challenges: <i>No value</i> Next Steps: <i>No value</i></p> <p>Jordan Ruegg: Achievements: The Planning and Development Manager and the Chief Administrative Officer are preparing the necessary changes to the Intermunicipal Servicing Agreement and intend to bring the Agreement and Bylaw forward to the December Council meeting for adoption. Challenges: <i>No value</i> Next Steps: <i>No value</i></p>	<p>Comple 100 / 100</p>

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	71-22	→ Roadway License Agreement Application RLA-001-22-Undeveloped Road Plan located on the lands legally described as Plan 2122684, Block 1, Lot 1 (part SW-32-60-15-W4M).	That Smoky Lake County Council approve the Roadway License Agreement with Daniel and Kathy Bittner for the purpose of grazing cattle, on the undeveloped road allowance located on the lands legally described as: Plan 2122684, Block 1, Lot 1 (part SW-32-60-15-W4M) for a Twenty (20) year term: October 26,2022 expiring October 26, 2042; unless otherwise terminated sooner.	Municipal Clerk	<p>Jenna Preston:</p> <p>Achievements: The Roadway License Agreement will be recorded and filed for monitoring and tracking purposes. Municipal File 3-7.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	74-22	→ Schedule a Workshop for Policy Statement No. 01-03-28: Organizational Chart	That Smoky Lake County Council scheduled a workshop with the Chief Administrative Officer for Tuesday, November 3, 2022 at 1:00 p.m., for the purpose of reviewing Policy Statement No. 01-03-28: Organizational Chart, and salary range information in preparation for budget.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The workshop was held as per motion.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	75-22	→ Drive Happiness – Senior Assisted Transportation	<p>That Smoky Lake County participate in the “Drive Happiness – Seniors Assisted Transportation Program” as recommended by the Joint Municipalities Committee on September 12, 2022, under motion #JMM-252-22, and become a Community Partner Organization with Drive Happiness, to assist with:</p> <ul style="list-style-type: none"> • recruiting volunteers and clients through promotions and information sharing, • providing physical space if needed for volunteer training, and • if necessary, form completion, scanning, and mailing, <p>for the purpose of reducing social isolation and increasing the physical and mental health of older adults and individuals who are experiencing financial barriers or who have restricted mobility, through the volunteer-based assisted transportation program.</p>	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The Region has agreed to participate: Village of Waskatenau, Council Meeting, October 20, 2022, Motion #227-2022.</p> <p>Town of Smoky Lake, Council Meeting, October 24, 2022, Motion No. 732-2022</p> <p>Village of Vilna, Council Meeting, November 9, 2022, Motion #</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	76-22	→ Bylaw No. 1427-22: Natural Gas Bylaw	<p>That Smoky Lake County Bylaw No. 1427-22: Natural Gas Bylaw, be given FIRST READING...</p> <p>...be given the THIRD and FINAL READING and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.</p>	Natural Gas Manager	<p>Jenna Preston:</p> <p>Achievements: Signed and sealed copy of Bylaw No. 1427-22: Natural Gas was sent to the Communications department to post on the County website on November 2, 2022 and filed the same day.</p> <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...
2022/10/26	77-22	→ Integrated Watershed Management Plans Briefing	That Smoky Lake County acknowledge receipt of the new 2022 Beaver River Integrated Watershed Management Plan (IWMP) and the existing 2012 North Saskatchewan River Integrated Watershed Management Plan (IWMP) and publish the same on the County website.	Communications Technician	<p>Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Website notice linking to the Integrated Watershed Management Plan created on November 2, 2022. Social media posts scheduled for November 2 and November 18, 2022. <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	78-22	→ Alberta Community Partnership (ACP) – Grant Applications 2021/2022	That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and Village of Vilna, participate in the application of the 2022-2023 Alberta Community Partnership (ACP) Grant for the Project Titled: 'Regional Water, Waste Water & Stormwater Service Delivery Infrastructure' , under the "Intermunicipal Collaboration Framework" Component Grant in the amount of \$200,000.00; and approve for the Town of Smoky Lake to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A copy of motion #79-22 was emailed to the Town of Smoky Lake, Village of Vilna & Village of Waskatenau on October 26, 2022. Any approval or denial of funding will be acknowledged through a Council motion at a future meeting.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	79-22	→ Métis Crossing Grand Opening Plaque	That Smoky Lake County approve action taken in preparing a plaque for Métis Crossing's grand opening:	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The custom plaque was hand made by Amanda Kihn at a cost of \$300.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	81-22	→ Broadband Needs and Issues	That Smoky Lake County undertake to extend invitations from services providers again in the hopes of scheduling future meetings with Council to discuss broadband needs, issues and possibly developing projects eligible for the available grant funding in 2023.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A Council Committee of the Whole is scheduled for November 17, 2022 with Heather Starosielski, Business Development Manager, MCSNet. Telus refuses to meet until there is funding secured.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	82-22	→ Indigenous Workshop	That Smoky Lake County not pursue a regional Indigenous workshop and acknowledge training in respect to same may be undertaken by each respective municipality or individual member at their discretion.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: This is in reference to Council's February 24, 2022 Motion #431-22, and is recorded here for future reference.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	83-22	→ Strategic Plan – Council Workshop	That Smoky Lake County schedule a workshop for Thursday, November 3, 2022 at 1:00 p.m. to be held in County Council Chambers, for the purpose of reviewing and/or refining the County's draft Strategic Plan report produced by 13-Ways Inc., based on the workshops held on September 27-28, 2022.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The workshop was held as per motion and attended by all Council.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	84.22	→ Administrative Efficiencies	That Smoky Lake County's Chief Administrative Officer commence an internal project for the purpose of increasing efficiencies in the day-to-day activities of internal operations to allow employees the ability to complete their assigned tasks in timely manner.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: The CAO met with Legislative Services on November 17, 2022 to explore efficiencies. A report will be compiled and presented to Council through the CAO's report.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 64 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	85-22	→ Bylaw No. 1419-22: LUB Amendment to Rezone from AG, HG, and A1 to P District	That Smoky Lake County Bylaw No. 1419-22: to amend Land Use Bylaw, to rezone certain lands from Agriculture General (AG) District and from Hamlet General (HG) District and from Victoria Agriculture District (A1) to Community and Institutional (P) District and to Victoria Commercial (C2) District , for the purpose of be given SECOND READINGbe given the THIRD and FINAL READING and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.	Planning & Development Manager	Jenna Preston: Achievements: Signed and sealed Bylaw No. 1419-22 was sent to the Communications Department to post on the County website on November 18, 2022 and filed the same day. Challenges: <i>No value</i> Next Steps: <i>No value</i> Kyle Schole: Achievements: The bylaw has been forwarded to Municipal Planning Services and Munisite, and we are working on updating the LUB Consolidation. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	86-22	→ Request for Reallocation of Municipal Stimulus Grant Funds	That Smoky Lake County submit a letter to the Minister of Municipal Affairs under the Reeve's signature to request a reallocation of grant funds provided under the provincial Municipal Stimulus Grant, which are to be returned in reference to Council's September 22, 2022 Motion #1054-22 (in accordance with the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds), and request the reallocation to be used to complete the Township Road 612 project between Highway 855 and Range Road 174, and also request a deadline extension for completing the project and explain why the project were unable to be completed in Year-2022.	Finance Manager	Patti Priest: Achievements: Letter drafted for the Reeve to sign on November 23, 2022. The letter was emailed to the Minister of Municipal Affairs, and cc'd to the MLA & MSP Grant Administrator. Another motion was made by Council on November 15, 2022, #124-22. The letter covers both motions as it is regarding the same project. Municipal File: 19-17 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	88-22	→ Property Tax – Write Off	That Smoky Lake County Council approve to write off of property taxes and penalties in the amount of \$1,540.29 on tax roll 54000119 and \$33.61 on tax roll 19600722 as per court order file number 2001-06776 authorizing the sale of said property to Conifer Energy Inc..	Accounting Clerk		Overdue 0 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...													
2022/10/26	89-22	→ Family and Community Support Services (FCSS) Grant	That Smoky Lake County deny the application to allocate funding from the 2022 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant to Vilna School for their literacy program, as FCSS funding cannot go to duplicate services provided by government or a government agency.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: A copy of the motion was provided by email to the applicant on December 7, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100													
2022/10/26	90-22	→ Family and Community Support Services (FCSS) Grant	That Smoky Lake County approve to allocate funding from the 2022 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:	Finance Manager	<p>Patti Priest:</p> <p>Achievements: Cheque #52744 issued to Smoky Lake Seniors Centre on November 2, 2022 EFT #0436 issued to Vilna & District Ag Society on November 2, 2022 Cheque # 52743 issued to Royal Canadian Legion on November 2, 2022</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100													
			<table border="1"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake Seniors Centre</td> <td>The Drum Circle program to provide an opportunity for seniors to engage with other members of the community, reducing isolation.</td> <td>\$500.00</td> </tr> <tr> <td>Vilna & District Agricultural Society</td> <td>Volunteer and Community Christmas Supper and Party</td> <td>\$1,250.00</td> </tr> <tr> <td>Royal Canadian Legion</td> <td>Christmas dinner for individuals or families in the community who will be alone at Christmas</td> <td>\$300.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Smoky Lake Seniors Centre	The Drum Circle program to provide an opportunity for seniors to engage with other members of the community, reducing isolation.	\$500.00	Vilna & District Agricultural Society	Volunteer and Community Christmas Supper and Party	\$1,250.00	Royal Canadian Legion	Christmas dinner for individuals or families in the community who will be alone at Christmas	\$300.00				
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Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	91-22	→ Family School Liaison Worker Program Agreement	That Smoky Lake County execute the Agreement with Aspen View Public Schools, Lakeland Roman Catholic Separate School District No. 150, and Village of Waskatenau to fund the Family School Liaison Worker Program.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: The agreement was executed by the County CAO and forwarded by the Finance Manager on November 18, 2022, to Aspen View their execution. This agreement requires signatures from Smoky Lake County, Aspen View Public Schools Division, Lakeland Roman Catholic Separate School District, and the Village of Waskatenau. Municipal File: 19-3</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	On Track 42 / 100
2022/10/26	92-22	→ 2021 Municipal Indicator Reporting to Municipal Affairs	That Smoky Lake County accept as information the 2021 Municipal Indicator Reporting as information and direct administration to provide a response to Municipal Affairs.	Finance Manager	<p>Patti Priest:</p> <p>Achievements: Retained under Municipal File: 1-203</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	95-22	→ Vilna / Bellis Citizens on Patrol (C.O.P.) - Letter of Support for Funding	That Smoky Lake County Council approve action taken in providing a letter of support on September 28, 2022, to the Vilna / Bellis Citizens on Patrol (C.O.P.) for their application for funding to the Alberta Crime Prevention program.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Retained under Municipal File: 2-91</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	97-22	→ Planning 101 Session for Council	That Smoky Lake County Council and relevant administration who can attend – attend the Planning 101 session with Jeneane Grundberg from Brownlee LLP, scheduled for November 24, 2022 from 10:00 a.m. to 3:00 p.m. in St. Paul as arranged by County of St. Paul No. 19; and approve to cost share the training event based on the number of participants, in respect to the correspondence received from Sheila Kitz, Chief Administrative Officer, County of St. Paul No. 19, dated September 23, 2022.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A copy of the motion was provided to the County of St. Paul's CAO for her records/reference.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	98-22	→ International Holocaust Remembrance Alliance	That Smoky Lake County recognize, endorse, and include in County legislation where applicable, the following International Holocaust Remembrance Alliance's working definition of anti-Semitism: " <i>Anti-Semitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.</i> ", in response to the letter from the Honourable Tyler Shandro, KC, ECA, Alberta Justice and Solicitor General, dated September 28, 2022.	Legislative Service Clerk	Patti Priest: Achievements: As per motion #98-22, the County will recognize, endorse, and include in County legislation where applicable, the International Holocaust Remembrance Alliance's working definition of anti-Semitism. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	99-22	→ 2023 Prime Minister's Awards	That Smoky Lake County advertise for self-nominations to the 2023 Prime Minister's Awards for Teaching Excellence, prior to nomination deadline of January 17, 2023, for the purpose of recognizing exceptional elementary and secondary school teachers in all disciplines and to honour them for their remarkable achievements in education and commitment to preparing their students for a digital and innovation-based economy.	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Scheduled to appear on social media on November 15 and December 6, 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	100-22	→ 2020 East Central Alberta Disaster Recovery Program (DRP) – Summary	That Smoky Lake County acknowledge receipt of the correspondence from Wendy Bryson, Manager, Community Recovery Services, Alberta Emergency Management Agency, Alberta Government, dated July 22, 2022, announcing the County's total claim in the amount of \$143,969.27 under the 2020 East Central Alberta Disaster Recovery Program (DRP) is eligible and payment of same is forthcoming.	Legislative Service Clerk	Patti Priest: Achievements: Information retained under Municipal File: 2-70 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/10/26	101-22	→ Remembrance Day Ceremony Wreaths	That Smoky Lake County donate funds to both Royal Canadian Legions: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in the amount of \$200.00 each , towards the Remembrance Day Ceremony wreaths and approve the Reeve (or designate) to place a wreath at the ceremony being held in the Town of Smoky Lake, and approve the Councillor from Division 5 (or designate) to place a wreath at the ceremony being held in the Village of Waskatenau.	Finance Manager	Patti Priest: Achievements: Accounts Payable was provided the motion & information for payment on Oct.26'22. Cheque No. 52729 dated Oct. 28, 22 issued to Smoky Lake Legion Cheque No. 52730 dated Oct. 28, 22 issued to Waskatenau Legion Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	102-22	→ Vilna and District Municipal Library – Request for Donation	That Smoky Lake County take no action to the correspondence from Rebeka Harakal, Library Manager, Vilna and District Municipal Library, dated October 2, 2022, requesting a donation in the amount of \$500.00 towards Halloween treat bags for their haunted house event, as there are no funds remaining in the Year-2022 budget under Policy Statement No. 01-14-05: Contributions to Non-Profit Organizational and Individuals.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A copy of the motion was emailed to the library manager on November 22, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	103-22	→ Métis Crossing Solar Ltd. Update	That Smoky Lake County acknowledge receipt of the correspondence from Dylan Grove, IBI Group, on behalf of Métis Crossing Solar Ltd., dated October 5, 2022, in respect to the Metis Crossing Solar Ltd.'s supply-chain issue delay of the project involving the installation of PV panels, panel racking and infrastructure systems, several transformer inverter stations, an electrical collection system and interconnection infrastructure required to connect to the Alberta Interconnected Electric System (AIES).	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Correspondence retained for future reference of Métis Crossing's projects. Municipal File: 1-90</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	104-22	→ Go East Regional Tourism Organization Annual General Meeting & 10th Anniversary	That Smoky Lake County Council who can attend – attend the Go East Regional Tourism Organization Annual General Meeting & 10th Anniversary Special Event, scheduled for November 2, 2022, to be held at Métis Crossing; and approve action taken by administration in registering Council to attend prior to the October 24, 2022 registration deadline.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: Councillors Linda Fenerty, Lorne Halisky & Dominique Cere attended the event. Municipal File 7-28</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	104-22	→ Elevate Wellness – Request for In-Kind Assistance	That Smoky Lake County Council approve to provide in-kind assistance manpower and equipment to Elevate Wellness for the purpose of mulching a natural surface trail located near the Smoky Lake Agricultural Complex and RV Park, within the Town of Smoky Lake, in response to the letter received from Michelle Wright, Trail Experience Lead, Elevate Wellness, dated October 13, 2022.	Public Works Manager	<p>Patti Priest:</p> <p>Achievements: The trail north of Smoky Lake Complex was cleared using the skid steer brushing head on November 4, 2022.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100
2022/10/26	106-22	→ World Town Planning Day Event	That Smoky Lake County Council and relevant administration who can attend – attend the World Town Planning Day Event, scheduled for November 2, 2022 from 10:00 a.m. to 3:30 p.m., hosted by County of St. Paul, to be held virtually.	Planning & Development Manager	<p>Kyle Schole:</p> <p>Achievements: Kyle has registered to attend the portions for which he is available, at no cost.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/10/26	107-22	→ Kinette Club of Smoky Lake – Request for Donation for 12 days of Christmas	That Smoky Lake County provide promotional items up to a value in the amount of \$200.00 to the Kinette Club of Smoky Lake for their “12 days of Christmas” raffle raising funds for their skatepark project, in response to the letter received from Tanya Trenchuk, Vice President, Ashley Losier, President, Kinette Club of Smoky Lake, dated October 14, 2022.	Municipal Clerk	<p>Jenna Preston:</p> <p>Achievements: Phoned Tanya Trenchuk on November 1, 2022 letting her know that the donation items were ready for pickup.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	108-22	→ Kountry Kennel Caretaker	That Smoky Lake County accept the termination of the County Dog Shelter Caretaker Service Agreement from Kountry Kennel c/o Diana Bochar, as per letter received October 18, 2022.	Legislative Service Clerk	<p>Jenna Preston:</p> <p>Achievements: Termination of the County Dog Shelter Caretaker Service Agreement was recorded for monitoring and tracking purposes.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Patti Priest:</p> <p>Achievements: As per motion, the termination of the County Dog Shelter Caretaker Service Agreement with Kountry Kennel c/o Diana Bochar, is cancelled and information is retained under Municipal File: 2-8</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	109-22	→ Smoky Lake Senior Citizens Club	That Smoky Lake County take no action to the correspondence from Vern Billey, President, Smoky Lake Senior Citizens Club, dated October 14, 2022, requesting financial assistance to recover 100 chair seat cushions at the Smoky Lake Senior Citizens Club; and recommend the Club bring the request forward in the first quarter of 2023 for Council’s consideration.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: A copy of Motion #109-22 was emailed to Vern Billey on November 22, 2022. Letter filed under Municipal File: 7-76</p> <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...
2022/10/26	112-22	→ Dog Control Bylaw	That Smoky Lake County Bylaw No. 1344-19: Dog Control, be brought forward for review at the December 14, 2022, County Council Regular Meeting.	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: As per the motion, the bylaw will be on the December 14, 2022 Council agenda, however Administration recommends this bylaw be deferred to a future Policy Committee meeting after the exploration of Regional Dog Control has been completed through the Smoky Lake Region Intermunicipal Collaboration Committee (ICC), and after all options for dog shelter services have been identified.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100
2022/10/26	113-22	→ Monthly Release of Information –	<p>That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, during the months of August/September 2022, be filed for information:</p> <ul style="list-style-type: none"> • R59-22: RMA: Contact Newsletter: September 16, 2022. • R60-22: RMA: Contact Newsletter: September 23, 2022. • R61-22: Aspen View Board Highlights –September 8, 2022. • R62-22: RMA: Contact Newsletter: September 30, 2022. • R63-22: UCC Alberta – E-Bulletin: September 29, 2022. • R64-22: RMA: Contact Newsletter: October 7, 2022. • R65-22: UCC Alberta – E-Bulletin: October 13, 2022. • R66-22: RMA: Contact Newsletter: October 14, 2022. <p>And acknowledge the “Thank You” correspondence received from:</p> <ul style="list-style-type: none"> • Vilna Bellis Citizens On Patrol (C.O.P.), thank you for putting up signs. 	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: R59-22: RMA: Contact Newsletter: September 16, 2022 – Municipal File: 1-10 R60-22: RMA: Contact Newsletter: September 23, 2022 – Municipal File: 1-10 R61-22: Aspen View Board Highlights – September 8, 2022 – Municipal File: 17-4 R62-22: RMA: Contact Newsletter: September 30, 2022 – Municipal File: 1-10 R63-22: UCC Alberta – E-Bulletin: September 29, 2022 – Municipal File: 1-209 R64-22: RMA: Contact Newsletter: October 7, 2022 – Municipal File: 1-10 R65-22: UCC Alberta – E-Bulletin: October 13, 2022 – Municipal File: 1-209 R66-22: RMA: Contact Newsletter: October 14, 2022 – Municipal File: 1-10</p> <p>Vilna Bellis Citizens On Patrol (C.O.P.), thank you for putting up signs – Municipal File: 2-91</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Comple 100 / 100



DEPT. OP. COUNCIL MEETING ACTION LIST FROM NOV.15, 2022 AS OF 2022/12/07

5.1.3.viii

12
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 11 15 Departmental Operations				Complet 100 / 100
2022/11/15	119-22	→ Sale of Surplus Capital Equipment Unit 454 24' Enclosed Interstate Trailer	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.	Agricultural Fieldman	Amanda Kihn: Achievements: Interstate Enclosed Trailer was paid for and picked up by Matt Woynarowich on Thursday November 17, 2022. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 / 100
2022/11/15	120-22	→ Bridge Files: BF78004 and BF77862 Rehabilitation Add-On	That Smoky Lake County Council approve the Change Order #1, dated October 22, 2022, to Formula Alberta Ltd.'s existing contract (which was awarded under Strategic Transportation Infrastructure Program (STIP) funding), for escalation costs not covered by STIP to repair the bridges identified under Bridge Files: BF78004 (NE-31-58-19-W4) and BF77862 (SW-06-59-18-W4), in the amount of \$64,729.00 not including GST, to be allocated from the Capital Reserve.	Finance Manager	Brenda Adamson: Achievements: Associated Engineering was notified of the approval on November 15, 2022. Jen Plamondon will draft a letter to the Minister to request the escalation funding. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/11/15	121-22	→ BF78004 and BF77862 Rehabilitation Add-On Request for Funding	That Smoky Lake County write a letter to the Minister of Transportation and Minister of Municipal Affairs requesting additional Strategic Transportation Infrastructure Program (STIP) funding for the unfunded escalation costs in the amount of \$64,729.00, to complete the repairs to the bridges identified under Bridge Files: BF78004 (NE-31-58-19-W4) and BF77862 (SW-06-59-18-W4).	Finance Manager	<p>Patti Priest:</p> <p>Achievements: The letter has been drafted through Jen Plamondon, P.Eng., Project Manager, Associated Engineering Alberta Ltd. on December 6th and reviewed and refined by Administration. The letter will be sent once the Reeve has signed it.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completing 100 / 100
2022/11/15	122-22	→ Request to Improve the Quality of Range Road 124, North of Highway 28	That Smoky Lake County acknowledge receipt of the document signed by 25 people, dated October, 2022, received on November 15, 2022, requesting the County "Make lasting road repairs and return Range Road 124 North of Highway 28 to the St. Paul line to a standard that it was prior to removing the hard top surface."; and acknowledge the document does not qualify to be considered a "petition" as per the definition under the Municipal Government Act, Section 219 (1).	Legislative Service Clerk	<p>Patti Priest:</p> <p>Achievements: No action required, the motion was for documentation purposes.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completing 100 / 100
2022/11/15	123-22	→ Range Road 124 North of Highway 28	That Smoky Lake County continue to maintain Range Road 124 North of Highway 28 with MG30 stabilization and a 75% road band; and, due to budget restrictions and funding hardships, take no action to the document signed by 25 people, dated October, 2022, received on November 15, 2022, requesting the County "Make lasting road repairs and return Range Road 124 North of Highway 28 to the St. Paul line to a standard that it was prior to removing the hard top surface.".	Public Works Manager	<p>Doug Ponich:</p> <p>Achievements: This project is scheduled for the 2023 season. (RR 124; TWP 601 - 603A)</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>Doug Ponich:</p> <p>Achievements: RR 124; TWP 601 - 603A is on the 5-Year Road Plan for MG30 Base Stabilization. Unfortunately this information wasn't conveyed to the rate payers.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Completing 100 / 100

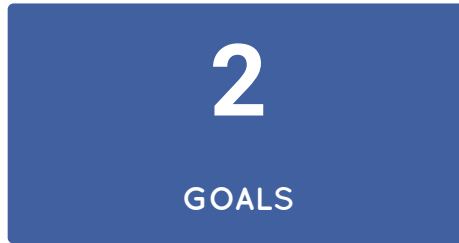
Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/11/15	124-22	→ Reallocation of Funding Request to Township Road 612 between Hwy 855 to Range Road 174	That Smoky Lake County write a letter to the Minister of Municipal Affairs to request a reallocation of grant funding: Ø from the 2022 Road Project #P2215: described as paving of Range Road 181, between Township Road 604 and 605 , which would then allow for the said Range Road to remain as an MG30 stabilized road; Ø to a 2023 Road Project described as paving Township Road 612 between Highway 855 to Range Road 174 , for the purpose of building a solid paved structure allowing for heavy oil field traffic, allowing for safer travel and eliminating the need for dust control applied 3 times per year in front of 5 residents.	Finance Manager	Patti Priest: Achievements: Letter drafted for the Reeve to sign on November 23, 2022. The letter was emailed to the Minister of Municipal Affairs, and cc'd to the MLA & MSP Grant Administrator. Another motion was made by Council on October 26, 2022, #86-22. The letter covers both motions as it is regarding the same project. Municipal File: 19-17 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 / 100
2022/11/15	125-22	→ Alberta Sustainable Resource Development's Lands Division - Lease Land Fencing	That Smoky Lake County write a letter to Alberta Sustainable Resource Development's Lands Division, to request their attention to a public safety concern in respect to cattle at large due to the lack of fence maintenance and/or poor quality of fencing along privately leased provincial lands, in particular along Highway 855.	Legislative Service Clerk	Patti Priest: Achievements: On November 23, 2022, a letter was drafted & signed by the Reeve & emailed to Ministry of Environment and Protected Areas, with Cc's to the MLA & the Agrologists at the Environment and Parks (AEP) - St. Paul Office. Municipal File 7-20 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 / 100
2022/11/15	126-22	→ Micro-Website Discontinuation – Regional Community Development Committee (RCDC)	That Smoky Lake County acknowledge receipt of the email notice from Michelle Wright, Community Economic Development Officer, dated November 10, 2022, announcing the discontinuation of the Regional Community Development Committee (RCDC)'s use of the AllNet basic micro-website through the County's website.	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Regional Community Development Committee (RCDC) website access and microsite deleted. Emailed All-Net to remove business directory add-on feature which was requested and paid for by RCDC, for next billing cycle.- November 2, 2022 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Completed 100 / 100

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/11/15	127-22	→ Micro-Website Discontinuation – Smoky Lake Region Chamber of Commerce	That Smoky Lake County acknowledge receipt of the email notice from Michelle Wright, Community Economic Development Officer, dated November 10, 2022, announcing the discontinuation of the Smoky Lake Region Chamber of Commerce's use of the AllNet basic micro-website through the County's website.	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Smoky Lake Region Chamber of Commerce microsite and log in access deleted. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/11/15	128-22	→ Micro-Website Discontinuation – The Kinette Club of Smoky Lake	That Smoky Lake County acknowledge receipt of the email notice from Ashley Losier, The Kinette Club of Smoky Lake, dated November 10, 2022, announcing the discontinuation of The Kinette Club of Smoky Lake's use of the AllNet basic micro-website through the County's website.	Communications Technician	Evonne Zukiwski: Achievements: <ul style="list-style-type: none"> Kinette Club of Smoky Lake microsite and log in access deleted. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100
2022/11/15	130-22	→ Training Events – Reports to Council	<p>That Smoky Lake County Council acknowledge receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, received from:</p> <p>Environment & Parks: Ø AWWOA Workshop – Responding to Watermain Breaks, taken by Dave Franchuk, on October 5-6, 2022; Ø AMHSA – Joint Health & Safety Committee and Health Representatives training, taken by Dave Franchuk, on October 12, 2022; and Ø AMHSA – Formal Workplace Inspections, taken by Dave Franchuk, on October 12, 2022.</p>	Legislative Service Clerk	Patti Priest: Achievements: Reporting on Training Events is captured for other members to reference as an educational tool. Municipal File: 1-289 Challenges: <i>No value</i> Next Steps: <i>No value</i>	Comple 100 / 100



COUNCIL BUDGET MEETING ACTION LIST FROM NOV.15, 2022 AS OF 2022/11/30

5.1.3.ix



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
2022/11/15	134-22	<p>2022 11 15 Budget Meeting</p> <p>→ Reschedule – Public Participation Open House for Year-2023 Budget</p>	<p>That Smoky Lake County's virtual Open House scheduled for Thursday, November 24, 2022 at 7:00 p.m., be rescheduled to Tuesday, December 13, 2022 at 7:00 p.m., for the purpose of receiving public input in respect to the Year-2023 Budget as part of the Public Participation process under Policy Statement No. 01-51-01: Public Participation.</p>	Finance Manager	<p>Evonne Zukiwski:</p> <p>Achievements:</p> <ul style="list-style-type: none"> Updated all website Open House advertisements and meeting link dates to reflect the rescheduled date of December 13, 2022. – November 15, 2022 Re-scheduled social media Open House advertisements to November 21, November 27, December 1 and December 13, 2022. – November 15, 2022 Emailed Redwater Review new Open House ad for publishing the weeks of November 30 and December 7, 2022.- November 15, 2022 <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	<p>Comple... 100 / 100</p> <p>Comple... 100 / 100</p>



COMMITTEE OF THE WHOLE COUNCIL MEETING ACTION LIST FROM NOV. 17, 2022 AS OF 2022/12/07

5.1.3.x



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

GOAL

Meetin...	Motio...	Goal	Details	Owner	Progress Update	Cur...
		2022 11 17 Committee of the Whole			<p>Patti Priest:</p> <p>Achievements: No action required. this meeting was to receive information from Heather Starosielski, Business Development Manager, MCSnet, in respect to MCSnet's broadband strategies under Executive Session, under the authority of the FOIP Act, Section 16: Third Party Business Interests.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p>	Complet 100 / 100



SPECIAL COUNCIL MEETING ACTION LIST FROM NOV. 17, 2022 AS OF 2022/12/07

5.1.3.xi

2

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...
2022/11/17	141-22	2022 11 17 Special Council Meeting → Unbudgeted Capital Expense - Year-2022 GMC Sierra for the Peace Officer	That Smoky Lake County Council approve the unbudgeted expenditure in the amount up to \$69,568.25 plus GST, funded from the General Capital Reserve, to purchase a Year-2022 GMC Sierra 1500 SLT 4WD crew cab pickup truck with a 5.3L V8 engine, VIN: 3GTUUEDXNG625128, from Grant Miller Chevrolet Buick GMC Ltd. of Smoky Lake, for the County Peace Officer.	Finance Manager	Patti Priest: Achievements: The cheque was delivered to the dealership on December 5, 2022 and the unit will be picked up once it is insured this week. Challenges: <i>No value</i> Next Steps: <i>No value</i>	Complet 100 / 100 Complet 100 / 100

Councillor's Report

Division five

Jered Serben

October 30th to December 12th, 2022

Smoky Lake Foundation Organizational Meeting, October 31st, 2022

- Election results:
- Chair, Jered Serben
- Vice Chair, Richard Warren
- Organizational meeting minutes from November 12, 2021 were presented and carried
- Code of conduct accepted as presented
- Board of directors meeting procedure policy was accepted as presented without changes
- Negotiations committee remains the same; Dominique Cere, Richard Warren, Tammy-Lynn Thompson
- Secondary Barrister and Solicitor has changed from Alberta Counsel to Reynolds Mirth Richards Farmer (RMRF)
- Continue to use ATB Financial in Smoky Lake, Ab
- Signing authorities include; Jered Serben (Chair), Richard Warren (Vice-Chair), Tammy-Lynn Thompson and Loni Leslie (CAO)
- CAO, Office Administrator and Finance/Administrative Support are authorized to conduct on-line banking within the limits of granted permission and with two of four signing authorities
- Auditor Barbara McCarthy of JMD Group LLP, no changes
- ASCHA Voting Delegate is Dominique Cere
- Expenses remuneration, travel and expense, policy AD 740 accepted without changes
- Regular meetings are the third Friday of every month at 10 am unless otherwise scheduled
- Adjourned at 9:20 am

Smoky Lake Foundation Regular Meeting November 18, 2022

- Called to order at 9:58 am

- High vacancy rate in Vilna Lodge due to inadequate sized suites. Resident's preference is to reside at the Bar V Nook lodge in Smoky Lake. The CAO has hopes to work with the GOA to enhance suite sizes in the future
- Ongoing staff education is required and also encouraged
- Maintenance is investigating the possibility of installing power surge protection for the entire building. Previous power surges have caused damage to electronics to essential equipment
- Laminate flooring has replaced carpet in the dsl wing of the building
- Discussion that we are under our budget on food expenses. The CAO explained a large budget increase to cover increasing food costs and that recent billing for both sites are yet to be shown
- Copper pipes are being replaced with pex as required because of leakage
- AHS reported deficiencies through their own staff, repeat offenses. AHS is responsible for their own staff
- Chair discussed with the CAO and the board about conducting an over-all third party assessment of the Foundation. The CAO listed the organizations who regularly inspect the Foundation. The Foundation is heavily regulated and has documentation including audits listed on their website and is readily available at any person's request. Most inspections are done in person and include Foundation staff, AHS staff and lodge residents and their families
- Information items:
 - November 9th, Premier mandate letter to Minister of Seniors community and social services
 - September 13th, Funding advice letter, Master services agreement
 - September 22nd, Letter to H. A. Kostash school regarding work experience
 - September 30th, Reminder statement from Brownlee LLP, non-payment of invoice number 530932
- Discussion about fresh fruits and vegetables available to residents. Fruits and vegetables and sandwiches and other snacks are available and are available by request at any time. Residents also have the option to obtain their own snacks, etc.
- Chair to forward a known contact to fresh in season fruit and vegetables who will deliver weekly. The CAO will discuss with her staff that is responsible for placing orders
- Discussion about the board touring all Foundation sites. A board member suggested that we wait until flu season is over and included that she has heard no immediate concerns
- Committee has been struck including Jered Serben and Tammy-Lynn Thompson to investigate employee complaints regarding management. The committee is to take

any necessary action and report to the board. Legal counsel be consulted if necessary

- Next regular meeting will be December, 20th, 2022 at 10 am
- Adjourned at 12:29 pm
- Note: The Foundation board received a letter from the Town of Smoky Lake dated November 29th, 2022 regarding a change in appointees. Marianne Prockiw-Zarusky has been newly appointed as the primary member and Terry Makowichuk is the alternate

Remembrance Day Ceremony, November 11th, 2022

- Attended the ceremony in Waskatenau Community Hall
- Laid a wreath on behalf of the Smoky Lake County
- Well attended

Farm Fair International, Farm Family Award, November 11th, 2022

- Attended the awards Ceremony with Amanda Kihn (Ag. Fieldman) for Mr. Andy and Shawna-Lee Shwetz

Smoky Lake Agricultural Society, November 28th, 2022

- Wifi is available with two speeds. Private and guest
- Maintenance manager's contract was negotiated. Awaiting acceptance from the Maintenance manager
- No action with holding a New Years Eve or day event
- Stars fundraiser discussion for spring
- Encouraging more hockey tournaments to increase revenues

Smoky Lake Pumpkin Patch Daycare

- Call to order at 7:07 pm
- Previous credit card is to be cancelled and a new one activated and to be used by the Daycare director. \$300 per transaction per day limit
- Update banking processes to online capabilities such as Payroll Taxes and payments
- Tabled Payroll and etransfer, research procedures through ATB Financial is required
- Update financials to Quickbooks software not to exceed \$40/month
- The Director will have limited access to Quickbooks for the use of invoicing
- Payroll will be done in-house starting in 2023
- One staff starts maternity leave January 21st, 2023
- One Staff is enrolled at Lakeland College to retain her level 2

- A contract with regards to the employee enrolled in school for repayment to the Pumpkin Patch Daycare is in its final draft
- Health benefits for staff start December 1st, 2022
- Staff are required to pay for their health benefits premium when taking a leave of absence
- The recent work environment improvements, benefits and the \$2.00 per hour raise for all staff has been well received. Further, the daycare had it's first hire directly because of the improvements.
- The Pumpkin Patch will not pay for days off for staff through Christmas break. Staff will use their vacation pay
- Gift cards will be purchased for staff for Christmas
- Fundraiser for new furniture for the future space in the new school was successful
- The Pumpkin Patch has decided to consult with Michelle Wright (Economic Development Officer) to build a plan of action with regards to attracting new hires to our region
- Adjourned at 9:41 pm

ACTION LIST:

July 26, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
89-22	That the Regional Community Development Committee (RCDC) recommend the Community Economic Development Officer (CEDO) engage with Group Solutions on a framework for internally promoting economic development and present the framework at the next RCDC meeting.	CEDO	CEDO met with Group Solutions August 10, 2022 to prepare the plan for the next meeting of RCDC.	1.4
91-22	That the Regional Community Development Committee (RCDC) acknowledge that Hank Holowaychuk, public, Tysen Berlinguette, Councillor Village of Waskatenau and Rachelle Amyotte, Town FCSS, were in attendance for the "Stakeholder" Engagement. at the July 26, 2022 RCDC meeting.	RCDC	Noted attendance for reporting.	1.5
94-22	That the Regional Community Development Committee (RCDC) recommend Smoky Lake County as Managing Partner and the RCDC members review the Committee Terms of Reference and make recommendations for amendments to meet legal and other obligations of Committee membership.	Managing Partner Committee Members		1.1
95-22	That the next Regional Community Development Committee (RCDC) Meeting will be held in person at County Council Chambers on August 29, 2022, 10:00 a.m. for the purpose of further defining the 2022 RCDC Strategic Priorities and the meeting will include Group Solutions representative Clayton Didier to assist the Committee in the creation of the internal economic development promotion and engagement plan as per Motion 89-22.	RCDC	August 29, 2022 Agenda includes item to further define internal engagement and promotion activities in the 2022-2023 RCDC priorities.	1.4

ACTION LIST:

August 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
101-22	That the Regional Community Development Committee (RCDC) approve action taken by the Community Economic Development Officer (CEDO) to prepare and submit a Letter of Support for the St. Paul-Smoky Lake Community Futures grant application to PrairiesCan for the "Northeast Food Marketplace".	CEDO	Letter sent to Community Futures July 27, 2022 by CEDO.	2.14
102-22	That the Regional Community Development Committee (RCDC) approve a budget of \$1000.00 from the RCDC 2022 Budget for the Community Economic Development Officer to engage with a Travel Lakeland resource to edit existing video clips from Regional sites and activities into a format and outline for use by Travel Lakeland.	CEDO	The CEDO has sent the video clips for Bellis Beach and Mons Lake to the Travel Lakeland resource to update. Searching for the other campground drone footage in archives/folders.	3.6
103-22	That the Regional Community Development Committee (RCDC) approve action taken by the Community Economic Development Officer (CEDO) to prepare and submit a Letter of Support for the Pine Creek Stopping House grant application to PrairiesCan for their tourism development.	CEDO	Letter sent to Pine Creek Stopping House for their grant application August 22, 2022 by CEDO.	3.10
104-22	That the Regional Community Development Committee (RCDC) recommend the Community Economic Development Officer (CEDO) engage Group Solutions, at no cost to RCDC, to conduct value assessments with individual RCDC members and associates in support of a Regional Economic Development strategy to be presented to Joint Municipalities in Q4 2022.	CEDO	Unfortunately, Group Solutions was unable to complete this work due to ongoing project development at their site being their priority.	1.3

ACTION LIST:

August 29, 2022 Regional Community Development Committee (RCDC) Meeting

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION	STRATEGIC PLAN
106-22	That the Regional Community Development Committee (RCDC) acknowledge that Hank Holowaychuk, public, was in attendance for the “Stakeholder” Engagement. at the August 29, 2022 RCDC meeting.	RCDC	Recording purposes only.	1.5

VILNA COP TREASURERS REPORT – November 07, 2022

Bank balance as of November 7th, 2022 bank statement is \$21981.40. There was \$2500.00 deposited from raffle ticket sales, \$15.00 which was paid later from the silent auction, and 0.93 interest. There was \$625.00 deposited November 9th.

Expenses paid include \$50.00 for our annual ACOPA membership, \$159.21 for reimbursed supplies for the BBQ, \$131.25 for the Redwater review thank you ad, and \$600.00 for ACOPA AGM registration fees.

The ACOPA AGM held in Sherwood Park was a huge success! Thanks to members of our team who donated items for their silent auction (Ron Cyr/Cyr's, Gloria Dombowsky, and Marlean Skoreyko). Thank also to Gloria and Marlean for their incentive and selling our meat raffle tickets at the event as they were a popular item.

Please email Leanna/Treasurer your mileage sheets and she will arrange payment or bring to the next meeting. Reminder to include both hours patrolled and Km driven. Also keep good notes and/or a Log Report for your patrols.

Report prepared by:

Treasurer, Leanna Schoepgens

**MINUTES OF THE REGULAR MEETING OF THE VILNA/BELLIS CITIZENS ON PATROL
IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY, SEPTEMBER 21, 2022 IN THE VILNA
CULTURAL CENTRE, WITHIN THE VILLAGE OF VILNA, AT 7:00 P.M.**

PRESENT: Mark Schoepgens Leanna Schoepgens Danny Gawalko
 Gloria Dombowsky Leroy Kunyk Marlean Skoreyko Marylou Savic

CALL TO ORDER: Mary Lou called the meeting to order at 7:15 p.m.

AGENDA: No additions or corrections.

Motion to Adopt: Gloria.

REPORTS:

RCMP Officer Report: None

Councilor Reports:

Councilor Gawalko: There is a grant available for Rural Crime Prevention for training, first aid, etc. A bylaw officer was hired Sept 12, Tate Murphy. He is interested in applying for the community peace officer position, which requires a 7 month training period. Mr. Murphy had previously worked as a Fish and Wildlife Officer. The COPS road signs are erected and gaining attention. Only 14 of 25 have been placed. The County has received a Thank you letter from the COPS organization, and greatly appreciate it. The County will be removing all lake docks for winter in the next week, followed by repairs to campground facilities, cleanup, etc. At the latest RMA meeting, there was a meeting with K division of RCMP, and discussion about rural policies, as well as a meeting with Minister Shandro about RCMP replacement.

REVIEW OF MINUTES:

Motion to Adopt Previous Minutes:

Minutes adopted by Leanne, seconded by Mark..

FINANCIAL STATEMENT:

Outstanding cheque to Vilna Fire Department, potentially processed already.

Reminder to submit mileage claims to Leanne for payment. Need to include dates, mileage, and hours to justify funding, volunteer hours necessary to justify any future donations etc.

Motion to adopt Financial Statement by Leanne, seconded by Jennifer.

OLD BUSINESS

Fundraising - Bbq, silent auction, and donations from Vilna's Centennial Event did well. In previous years, the Activity Day had more games, but was more expensive. This year's event had many more people to raise awareness of our group. Silent auction donations on par with previous efforts. Raffle tickets are selling well. The next auction is Oct 15th, so a table can be set up there, as well as at the Smoky Lake Pumpkin Fair. There have been very good sales at the Wasketeau restaurant and Bellis vet clinic. A big thank you to our volunteers for their participation at the Vilna Centennial Sunday events.

ACOPA AGM: Discussion of members to attend. Leanne to check with members not in attendance.

Motion to Cover Costs: Motion by Leanne, to cover costs for up to 10 people.

Village of Vilna is able to provide a flag if requested.

ACOPA Website: Log in difficulties continue. Leanne to follow up.

New Business:

Alberta Crime Prevention Grant, application due date of Sept 30th, 2022. If application is successful, we would need suggestions for using the funds. Follow up with Michelle Wright about filling out the application. Rural Crime Watch is applying for it as well, with intentions of bringing out teachers, speakers on forensics and other educational tasks. Discussion of using funds for seed money to establishing COPS groups in Waskatenau, Warspite, Smoky Lake, Radway, or wherever interest. A supper and education event would be ideal.

Any co-applications for grants can be with Rural Crime Watch, contact Karen Holowaychuk. The DARE program was nice, but was too time consuming for the RCMP to continue.

Local News: Saddle Lake is starting construction on a new school for 500 kids, as well as a 40 acre housing development for 80 homes. This area will be covered by RCMP and Tribal Police.

The Village of Vilna will be having a new business opening soon, Goodvibes Cannabis.

The Village of Vilna was awarded a medallion award for Friendliest Community in Alberta, by Rumble Alberta, a motorcycle tourism organization.

Promotion and Advertising: Discussion of ideas and options introduced by Gloria. Display of free samples from Amsterdam Promotions. Options include cell phone wallets, keychains, cleaning clothes, tape measures. It would be nice to have something besides pens. Maybe coffee mugs, produced locally? Maybe Midnight Kreations. Looking for donations for ACOPA silent auction.

Potentially order some free promotional stuff from Fish and Wildlife, Report a Poacher, etc.

Other Events: LARA Mental Health educational event Nov 17th at Ashmont. Presenter is Leslie Kelly, speaking on the stress, demands on farmers, and 5 tips to weather the storm. Strongly recommended.

September will be a new National Holiday for National Reconciliation Day.

Motion to check costs for promotional items by Mary Lou. Passed.

Financial Statements: See previous hand out.

Motion to Adjourn: Leroy at 9pm.

Next Meeting: November 16th, Bellis Curling Rink.

Patti Priest

From: LICA Executive Director <executivedirector@lica.ca>
Sent: November 24, 2022 3:49 PM
To: Patti Priest
Cc: Amanda Avery-Bibo
Subject: RE: Smoky Lake County's Organizational Meeting Appointments

Good Afternoon,

Thank you for your interest in participating on the LICA Board. LICA's Organizational Meeting was held on October 20th, and currently, all of the Municipality Board seats have been filled for the term, as there are only four available seats. We will be looking into developing a rotational schedule for municipality seats on the Board to include representatives of the entire LICA region and allow everyone a chance to participate and mold LICA. This would take place for our next AGM in October when our Bylaws are amended. With this being said, please extend the invitation to Lorne and Dan to attend LICA Board meetings as an observer, in preparation for being part of the Board in the coming year. We have included both of them on our Board mailing list to ensure they receive all future Board Meeting correspondence.

As well, if any individuals are interested in being part of one of the following LICA Committees please let me know!

LICA Committees:

- LICA Watershed Committee (LWC)
- Education and Outreach Committee (EOC)
- Governance Committee (GC)

Thank you very much for your email and I look forward to hearing from you!

Yours in environmental stewardship,

Vicky Krawchuk

Executive Director, LICA - Environmental Stewards
Box 8237, 5107W - 50 Street
Bonnyville, AB T9N 2J5
(t) 780.812.2182 (f) 780.812.2186



From: LICA Reception <lica2@lica.ca>
Sent: Thursday, November 24, 2022 2:10 PM
To: LICA Executive Director <executivedirector@lica.ca>
Subject: FW: Smoky Lake County's Organizational Meeting Appointments

From: Patti Priest <patti.priest@smokylakecounty.ab.ca>
Sent: November 24, 2022 12:15 PM
To: LICA Reception <lica2@lica.ca>
Subject: Smoky Lake County's Organizational Meeting Appointments

Good afternoon Eveline,

Please see the attached letter for your records in respect to Smoky Lake County's Organizational Meeting held on October 26, 2022.

Thanks and have a good day!



Patti Priest

Executive Services Clerk

office: 780-656-3730 or toll free 1-888-656-3730

direct: 780-656-1592

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᓱᓱ ᓴᑭᓱᓱᓱ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

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Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.

From: Rosso, Julia <jrosso@brownleelaw.com>

Sent: October 31, 2022 1:07 PM

To: Lydia Cielin <lcielin@smokylakecounty.ab.ca>

Subject: Save the Date: Brownlee LLP's 2023 Emerging Trends in Municipal Law



BROWNLEE LLP
Barristers & Solicitors

SAVE THE DATE

EMERGING TRENDS IN MUNICIPAL LAW

**THE TRENDS YOU NEED TO KNOW
FOR YOUR COMMUNITY TO GROW**

CALGARY | FEBRUARY 9, 2023

ATTEND IN-PERSON

EDMONTON | FEBRUARY 16, 2023

ATTEND IN-PERSON OR VIRTUALLY

BrownleeLaw.com

Dear Lydia,

Mark your calendars!

You are invited to join us this February for our annual **Emerging Trends in Municipal Law** seminar featuring topics curated exclusively for our elected and administrative municipal clients.

Emerging Trends in Municipal Law will be held in-person in Calgary and Edmonton – and the Edmonton date will also offer a live-stream option for virtual attendance.

Details:

Emerging Trends in Municipal Law - Calgary

Date: Thursday, February 9, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Best Western Premier Calgary Plaza Hotel & Conference Centre

Emerging Trends in Municipal Law - Edmonton

Date: Thursday, February 16, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Edmonton Expo Centre

More information including the topics, the live-stream, and hotel discounts will be provided in the near future.

We hope you can join us!

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

You are receiving this correspondence because you have previously attended Emerging Trends in Municipal Law, or because you or your employer has utilized or expressed interest in utilizing our services.

If you do not wish to receive information regarding future Emerging Trends in Municipal Law sessions, [Unsubscribe here](#).

Connect with us:

Edmonton:

2200 Commerce Place

10155 102 St. NW

Edmonton, AB T5J 4G8

(780) 497-4800

Toll Free: 1-800-661-9069

Calgary:

1500 Watermark Tower

530 – 8 Ave. SW

Calgary, AB T2P 3S8

(403) 232-8300

Toll Free: 1-877-232-8303

Vancouver:

1450 Toronto Dominion

Tower

700 West Georgia St.

Vancouver, BC V7Y 1K8

(604) 416-5100

Website: BrownleeLaw.com

LinkedIn: [Brownlee LLP](#)



JULIA ROSSO | EVENTS COORDINATOR | BROWNLEE LLP

PRONOUNS: SHE/HER/HERS

MARKETING

m. 780-497-4800 | d. 780-970-5739 | f. 780-424-3254 | jrosso@brownleelaw.com

2200 COMMERCE PLACE | 10155 - 102 STREET | EDMONTON, AB T5J 4G8

Toll-Free. 800-661-9069 | www.brownleelaw.com

2023 Emerging Trends in Municipal Law – Edmonton (Hybrid)

February 16, 2023 @ 8:30 am - 3:30 pm

« Emerging Trends in Municipal Law – Calgary (In-Person)

\$105/person

Learn from the experienced Municipal Team at Brownlee. **Participants can register to attend in-person or virtually via Zoom.**

Agenda coming soon.

Date: Thursday, February 16, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Edmonton EXPO Centre | Virtual

Event is by invitation only.



Community Learning Network (CLN) Membership for 2022 - 2023

Thank you for taking the time to complete your CLN Membership Renewal!

Benefits of your membership with the Community Learning Network include:

- Customized supports, mentorship, training, PD, and professional networking opportunities through the Regional Support Network
- Member access to the CALP Portal at www.calp.ca (resources, discussion boards, blogs, information and registration for training and events, and access to a personalized professional learning plan and training history)
- Connection to a dedicated professional community of your peers in adult literacy and foundational learning
- CLN communications, including our monthly e-newsletter, CALP Connections
- Voting privileges at the CLN Annual General Meeting and Special Members' Meetings (one vote for each member organization)

Enclosed, please find your certificate of CLN membership in good standing for 2022 - 2023.

We look forward to supporting your CALP as we work together towards the shared vision of the Community Adult Learning Program:

“Changing lives through adult foundational learning in connected communities.”



If we may be of assistance, please do not hesitate to contact us at the CLN provincial office. By phone, you can call toll free 1-877-485-4926. You can also reach us by email at the address listed below.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Dickner".

Lisa Dickner
Executive Director
ed@calp.ca



Community
Learning
Network

Certificate of Membership

This certifies that

Smoky Lake County Community Learning Council

Is declared a member in good standing of

COMMUNITY LEARNING NETWORK

FOR

2022 - 2023



COMMUNITY ADULT
LEARNING PROGRAM

CPAA 2023 Annual Conference

6.3

Preparing for the Unknown: The Intersection of Planning and Politics

May 1-3, 2023 Nisku, Alberta

Holiday Inn & Suites Edmonton Airport and Conference Centre, Nisku.

[Call for Presentations](#) information document

[Call for Presentations Submission Online Form](#)

[Sponsorship Package](#)

[Sponsorship Form](#)

[Exhibitor Form](#)

Conference Registration Rates for 2023

CPAA Member Conference Rate = \$550.00

Non Member Conference Rate = \$625.00

Student Conference Rate = \$ 50.00

Education Session

CPAA Member = \$150.00

Non Member = \$175.00



Smoky Lake Legion #227



Don't Be Alone For Christmas This Year

The Smoky Lake Legion #227 is hosting a Free Christmas Dinner on December 25th.

Our Legion want's to give back to our Community and show support to our Local Residents.
This is our way of doing that so we have choosen to host this Free Christmas Dinner on
December 25th combined with a day of Entertainment and Games.

The Doors will Open up at 2:00pm

Dinner will start at 3:00pm

*If you would like to help us give back to our Community with this Special Function
Any contribution would be GREATLY Appreciated*



Please Make Cheque payable to

Smoky Lake Legion #227 Box 592 Smoky Lake

Thank You for your consideration Legion President





18th Annual TLC Dart Tournament Saturday, November 26th, 2022

Royal Canadian Legion
4612 McDougal Dr.
Smokey Lake, Alberta

Affordable fun! \$20.00 per person
Registration 11:00 to 11:30
Start time 12:00 noon

All proceeds donated to the Smokey Lake food bank, and the Christmas Hamper.

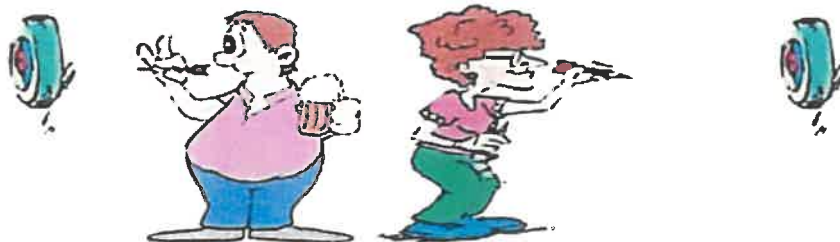
In Memory of Cathy Bullas

Everyone Welcome!! Donations accepted, Have lunch, Enter for door prizes, And especially, **HAVE FUN!**

All Donations are greatly appreciated!

The Legion is open Wed, Thur, And Friday @ 4:00 pm for Food Bank drop offs.

Contact Info: Tom Bullas 1-780-383-0000



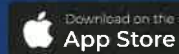
*Myra ...
Approve
\$ 100.00
Nov. 17, 2022*



THE ALBERTA RCMP APP

- Report crime
- Contact a detachment
- Learn about crime rates in your area
- And more!

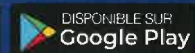
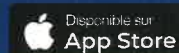
Stay connected by downloading the free app today.



L'APPLICATION DE LA GRC EN ALBERTA

- Signaler un crime
- Communiquer avec un détachement
- Se renseigner sur les taux de criminalité dans une région
- Et beaucoup plus!

Téléchargez l'application gratuite dès aujourd'hui et restez branché!





ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

AR110012

November 10, 2022

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

Dear Reeve Halisky:

Thank you for your letter of October 18, 2022, regarding a request to increase funding for the Northern Lights Library System.

The Government of Alberta is committed to library services. Budget 2022 provided stable operational funding to more than 230 library boards across Alberta, including library system boards like the Northern Lights Library System. Municipal Affairs has also maintained funding for Public Library Network services such as provincewide eContent, SuperNet connectivity, services for print-disabled readers, and interlibrary loan delivery.

I also recognize that while funding has remained stable and predictable, libraries must deal with rising inflation as well as new and increasing demands. Although all levels of government and providers of public services must be mindful of the need for frugal management of taxpayer dollars, I recognize the critical value of libraries in rural Alberta as a place to build community and connect residents to Public Library Network services.

Municipal Affairs will give the funding request careful consideration as the Government of Alberta prepares for its next budget.

Thank you for your advocacy for library services in rural Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Schulz'.

Rebecca Schulz
Minister

cc: Honourable Travis Toews, President of Treasury Board and Minister of Finance
Brandy Cox, Deputy Minister, Municipal Affairs
Gary Sandberg, Assistant Deputy Minister, Municipal Services Division, Municipal Affairs
Diana Davidson, Director, Public Library Services Branch, Municipal Affairs

Patti Priest

Subject: Hold the date: RMA District 5 Meeting January 27, 2023
Location: TBD

Start: Fri 2023-01-27 12:00 AM
End: Sat 2023-01-28 12:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Accepted

Organizer: Meagan Walsh

Good Morning,

Please save the date for the January 27, 2023 RMA District 5 meeting. As per the last meeting Wood Buffalo is next in rotation, however with the concern of road conditions and travel during the winter they have agreed to host in September. Beaver County is next in rotation and we will be hosting the January meeting.

Please provide me with any agenda items and RSVP with a list of attendees from your municipality.

More details to come.

Thank you,

Meagan Walsh
Executive Assistant
Legislative Services



Phone: (780) 663-3730

Fax: (780) 663 - 3602



November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.

Follow Town of Ponoka online at:
www.ponoka.ca

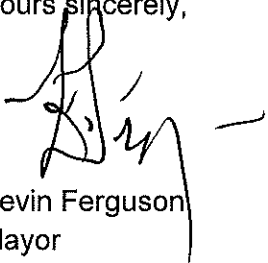


Town of Ponoka
200, 5604 – 50 Street
Ponoka, AB T4J 1G5
Main: 403-783-4431
Fax: 403-783-6745

In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right from the end of the signature.

Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County

From: Dan Gawalko <dgawalko@smokylakecounty.ab.ca>

Sent: November 24, 2022 9:16 AM

To: Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Patti Priest <patti.priest@smokylakecounty.ab.ca>; Gene Sobolewski <cao@smokylakecounty.ab.ca>; council <council@smokylakecounty.ab.ca>

Subject: Fwd: shredder demonstration

Sent from my iPhone

Begin forwarded message:

From: Paul Poulin <evergreenwaste@mcsnet.ca>

Date: November 23, 2022 at 3:53:56 PM MST

To: Maxine Fodness <mfodness@county.stpaul.ab.ca>, rkrekoski@county.stpaul.ab.ca, nrt1@ualberta.ca, rboisvert@town.stpaul.ab.ca, rickwar1@live.ca, tjberlinguette@gmail.com, kunyk@yahoo.ca, villagecouncil@gmail.com, Village of Vilna <vilna@mcsnet.ca>, tismereka@elkpoint.ca, terry@smokylake.ca, evelynne@smokylake.ca, Dan Gawalko <dgawalko@smokylakecounty.ab.ca>, Jered Serben <jserben@smokylakecounty.ab.ca>, Sheila Kitz <skitz@county.stpaul.ab.ca>, tmahdiuk@county.stpaul.ab.ca, Dave Franchuk <dfranchuk@smokylakecounty.ab.ca>, sjeffery@town.stpaul.ab.ca, evergreenwaste@mcsnet.ca, evergreenregionallandfill@outlook.com

Cc: Ashley Cozzens <evergreenlandfill@mcsnet.ca>

Subject: shredder demonstration

Hello Everyone

Double-D bobcat will have a shredder demonstration at the evergreen regional landfill on December 7 and 8, 2022.

We will have mattresses, wood, living room furniture, C&D waste to shred as part of this demonstration.

Shredding will start at 9am on either day and there will be time for Q&A. Coffee and donuts will be served.

Please join us, to see how this shredder will perform in processing these types of problem waste.
If you plan to attend, please let me know on which day as I can better prepare for that day.

If you have any question, please contact me at 780-646-6125 or 780-210-5001
Look forward to seeing you
Thank you

Paul Poulin

Manager

Evergreen Regional Landfill

780-646-6125

evergreenwaste@mcsnet.ca

Northeast Mayors, Reeves and Indigenous Leaders' Caucus

Contact: Craig Copeland | email: ccopeland@coldlake.com | Telephone: 780-573-9897

November 8, 2022

The Honourable Danielle Smith
Premier of Alberta
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6
Via email: premier@gov.ab.ca

The Honourable Devin Dreeshen
Minister of Transportation
127 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6
email: transportation.minister@gov.ab.ca

Re: Call for Action: Highway 28 and significant investment required immediately by the Alberta Government

Danielle *Devin*
Dear Premier Smith and Minister Dreeshen,

The Northeast Mayors, Reeves and Indigenous Leaders Caucus has identified the deterioration of Highway 28 from Edmonton to the City of Cold Lake as one of the most significant safety issues facing our region. Highway 28 is the only method of transportation for our residents. There is no commercial air service.

On Highway 28, one can travel almost 300 kilometers in significant traffic with only a few opportunities to safely pass using a second lane.

This highway is an important commercial and social link for our residents, businesses, and industry. Everyday, the highway is used by many people from Northeast Alberta to access life-saving healthcare services in Edmonton that are unavailable in our local hospitals. At the same time, goods and services travel this highway, farmers make use of it to access fields and, with a significant increase in our area's tourism sector, more campers and trailers can be seen travelling Highway 28's single lane of traffic on their way to the beautiful lakes and parks that Northeast Alberta has to offer.

Thirty per cent of the oil royalties that our Province receives come from the region which Highway 28 serves. For a highway that creates so much wealth for this province; an investment in it; would be a direct investment in the entire province.

We must not forget that amongst all of this traffic that Highway 28 also serves as a major transportation corridor for the oil and gas industry. Even today, oversized, modular units that are transported to the oil sands region out of the Nisku industrial yards are commonly met by our residents travelling to specialists in Edmonton, by families on their way to the airport, by visitors hauling campers to enjoy our parks, bus route for children the entire 300 kilometers, and by truckers working to supply our businesses. It is not uncommon to have 20 to 50 vehicles behind a heavy move as they wait for a safe opportunity to pass.

When accidents do occur, our emergency service workers face significant hazards responding along the undivided, single-lane highway traffic.

Since the time that elected officials in our region have first raised concerns on this issue, we have seen massive investment from the Province in transportation infrastructure for Calgary, Edmonton, Leduc, Red Deer, Airdrie and Wood Buffalo. While we do not debate the need for the investments made, we also cannot agree with government officials who state that the traffic and the populations served by Highway 28 do not warrant a place in the Province's plans for capital replacement. It is our opinion that the current state of the highway cannot safely manage the traffic it currently accommodates, and its condition is worsening with each passing year.

As elected officials, we are perplexed at the overall neglect when it comes to the capital and operational spend in our region, despite the fact that our area is a huge economic driver for this Province. We are asking you to have a serious look at investing in Highway 28 in the upcoming capital budget. The cosmetic investment that has occurred in 2022 provided little of value in terms of lasting improvement. Over the past years municipal officials have noted that secondary highways that feed off of Highway 28 have seen increased traffic as travellers are reluctant to stay on Highway 28. This has added pressure to more road networks that are themselves in need of upgrades.

Our group, at a minimum, is asking for passing lanes every 10 to 20 kilometres along Highway 28, as well as plans for the twinning of important sections in communities the highway travels through. These include Redwater, Waskatenau, Smoky Lake, Spedden, Vilna, Ashmont, and Bonnyville. All major intersections that cross Highway 28 should be upgraded and the province should also consider twinning the highway between Bonnyville and Cold Lake - especially when one considers the massive investment the federal government will be undertaking on 4 Wing Cold Lake. With preparations for the arrival of a new fighter jet, we will see over \$500 million in investment that will bring 500 to 700 construction workers, utilizing the highway as the primary means of travel for workers and material over an extended period of time.

We question Highway 28's ability to safely handle the current demand placed on it by our residents, businesses and industry, let alone the increase in traffic an investment of this size will bring.

We thank you for your attention and look forward to your reply addressing this urgent matter at your earliest convenience.

Sincerely,



Craig Copeland
Mayor City of Cold Lake

On behalf of the elected leaders listed below:

Duane Zaraska, President of the Metis Nation of Alberta Region 2
Chad Cardinal, Chairman of Kikino Metis Settlement
James Cardinal, President of the Metis Nation of Alberta Region 1
Gerald Aalbers, Mayor of the City of Lloydminster
Cheryl Calinoiu, Mayor of the Town of Mundare
Amy Cherniwchan, Mayor of the Town of Smoky Lake

Maureen Miller, Mayor of the Town of St. Paul
Leonard Ewanishan, Mayor of the Town of Two Hills
Donna Rudolf, Mayor of the Village of Myrnam
Evan Raycraft, Mayor of the Village of Innisfree
Timothy Paul MacPhee, Mayor of the Town of Vegreville
Morris Langevin, Mayor of the Village of Chipman
Kirk Perrin, Mayor of the Town of Lamont
Colin Derko, Mayor of the Village of Boyle
Robert Balay, Mayor of the Town of Athabasca
Barry Goertz, Mayor of the Village of Andrew
Leroy Kunyk, Mayor of the Village of Vilna
Joyce Pierce, Reeve of Thorhild County
Elisa Brosseau, Mayor of the Town of Bonnyville
Nicholas Werstiuk, Mayor of the Village of Glendon
Parrish Chi-kin Tung, Mayor of the Town of Elk Point
Gregory Thronson, Mayor of the Town of Vermillion
Christopher Neureuter, Mayor of the Town of Marwayne
Daryl Frank, Mayor of the Village of Kitscoty
Karl Hauch, Mayor of the Town of Bruderheim
Lorne Halisky, Reeve of Smoky Lake County
Glen Ockerman, Reeve of the County of St. Paul
Don Gulayec, Reeve of the County of Two Hills
Roger Konieczny, Reeve of the County of Minburn
Brian Hall, Reeve of Athabasca County
Stacey Hryciuk, Reeve of the County of Vermillion River
Barry Kalinski, Reeve of the M.D. of Bonnyville
Rex Smith, Mayor of the Village of Mannville
Paul Reutov, Mayor of Lac La Biche County

CC: Mr. Glenn van Dijken, MLA for Athabasca-Barrhead-Westlock
Mr. David Hansen, MLA for Bonnyville-Cold lake-St.Paul
Mr. Garth Rowswell MLA for Vermilion-Lloydminster-Wainwright
The Honourable Brian Jean, MLA for Fort McMurray-Lac La Biche and Minister of Jobs, Economy and
Northern Development
Mrs. Jackie Armstrong-Homeniuk, MLA for Fort Saskatchewan-Vegreville



6.12

PO Box 460, 56 Wheatland Avenue
Smoky Lake AB T0A 3C0
PH: 780-656-3674 | FX: 780-656-3675
smokylake.ca | town@smokylake.ca

November 30th, 2022

Smoky Lake County
Box 310
Smoky Lake, AB
T0A 3C0

Dear Reeve and Councillors:

Re: Town of Smoky Lake Youth Council

The Town of Smoky Lake received notification of Motion #1000-22 made at the County Council Meeting on August 25th; exploring how the County could become involved in the Town of Smoky Lake Youth Council. The Town of Smoky Lake FCSS is pleased to present potential partnership opportunities between the Town of Smoky Lake and the Smoky Lake County pertaining to the existing Youth Council.

There are currently 9 active Youth Council Members, with 3 members from the County. We anticipate seeing growth in Youth Council members in 2023, based off evidenced new membership inquiries received. The Youth Council meets the 1st Tuesday of every month at Nekinan.


Below is a non-exhaustive list of partnership opportunities for the Youth Council in 2023:

- Administrative support in facilitating Youth Council Meetings and Youth Council Community Events
- Youth Program Development: identifying County members who have the skills or passion to lead specialized workshops/programs (ie. Life Skills, Creating a Personal Brand, Nutrition, Meditation, etc.)
- Budget contribution for specialized training (ie. Currently exploring options/costs for a 2023 leadership training program for Council members)
- Youth attending a County Council meeting (board and council learning and development)
- Budget contribution for events (ie. 2023 Field trip to experience Youth Centres in other regions)
- Municipal partnership to develop a permanent Youth Centre 2023/2024

The Town of Smoky Lake FCSS looks forward to working collaboratively with Smoky Lake County in the future.

Warm regards,


Rachelle Amyotte
FCSS Program Coordinator

 780-656-3674
 780-656-3675

November 24, 2022

Smoky Lake County

PO Box 310

Smoky Lake, AB T0A 3C0



Dear Councillors,

I am writing to you to kindly request an increase to the funding the library automatically receives every year from the County. We are currently receiving \$1500 + the Rural Grant. This has been the same since 2016. We looked at our 2023 budget at our November 1, 2022, meeting. The budget is based on funds we know we are getting, and does not include FCSS grants, increases in funding or other requests that we make throughout the year. Next year's budget is very tight and does not have the 3 months in reserve that we hope to have every time we do a budget. This is due to increases in insurance, the Levy, and utilities. We are also hoping to keep the memberships free in 2023 as we have had 100 new individuals/families sign up for memberships in the first 10 months of 2022! These are individuals that have never had a library card before or it has been so long that they are no longer in our system. We, as well as our patrons, really appreciate the County of Smoky Lake making the free memberships possible in 2022.

With the budget being so tight for 2023, we are kindly asking if the County of Smoky Lake would be able to increase our funding by \$750.00, so the annual funding would be \$2250.00 instead of \$1500.00 + the rural grant? This money would be used to cover half of the missing membership fees (We are asking the Town to cover the other half). By increasing the funding, it will be easier for us to budget for it and not have to ask for more money throughout the year. It will also be so appreciated by our patrons, as they are already asking if the memberships will go up again next year.

We are extremely excited for the upcoming year and how the library can benefit everyone in the community, even if you are not a reader. We have started some gardening workshops and will continue these in 2023 for all ages, we have received funding from CASA to bring in boardgames and puzzles, and through our partnership with the Elevate Wellness Coalition we have outdoor games, walking poles, snowshoes etc. that people can borrow as well. There is something for everyone.

If you have any questions or would like me to come to a council meeting to discuss this request further, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Lise van der Vaart". The signature is written in a cursive style with a large, stylized 'A' at the end.

Lise van der Vaart (on behalf of the Smoky Lake Library Board)

Library Manager

Feb 10

6.14

38th Annual Central Municipal Law Seminar - Edmonton

Join us in person to hear from our industry leaders on timely issues and trends facing municipalities in Alberta.

By [Reynolds Mirth Richards & Farmer LLP](#)

\$187.25/person

69 followers

[Follow](#)

When and where



Date and time

Fri, 10 February 2023, 7:30 AM – 5:30 PM MST



Location

Delta Hotel Edmonton South 4404 Gateway Blvd NW Edmonton, AB T6H 5C2 Canada

[Show map](#) ▾

Refund Policy

Refunds up to **30 days** before event

Eventbrite's fee is nonrefundable.

About this event



10 hours



Mobile eTicket

Topics at this year's seminar will include topics such as:

Demystifying the Litigation Process: it's not like what you see on TV

Learn what to expect when you face, or think about starting, a lawsuit. In this session, our team of lawyers will break down concepts around the court process and dive into costs awards and risks, questioning, timelines, and the difference between Chambers vs. Special Chambers vs. Trials.

Hearing Problems? Navigating Public Hearings under the Municipal Government Act

The Municipal Government Act requires municipalities to conduct public hearings in a number of circumstances. Navigating the procedural requirements set out in the legislation, and additional requirements that have been imposed by the Courts, can present a number of challenges for both administration and council. This session will explore the legal requirements and best practices for public hearings, with reference to case law. Topics will include when a public hearing is required, advertising and notice requirements, conduct of public hearings, the duty of procedural fairness, and challenges to public hearing procedures.

Options for enforcing property tax arrears on linear property

In December 2021, the Government of Alberta enacted various amendments to Parts 9 and 10 of the MGA, dealing with non-payment of property taxes on linear property and machinery and equipment. The key changes included: making operators and owners responsible for tax arrears; securing property taxes on linear property with a special lien; making this special lien retroactive, so it secured all arrears existing as of December 2021; providing for a 120-day redemption period for goods subject to the distress remedy under the MGA for taxes not related to land.

This session will provide an overview of the lessons learned since these amendments were made, and emerging best practices for making the most out of the new municipal enforcement options for tax arrears on linear property and machinery and equipment.

Employment Potpourri 2023

An update on the trials and tribulations of workplace issues of interest to municipalities, including:

- Harassment/bullying;
- New WCB policy on medical cannabis;
- Post-incident and random drug testing;
- Vicarious liability for privacy breaches;
- Dealing with long term disability cases and avoiding human rights complaints; and
- Sick leave abuse.

As the law changes, so should your standard form contracts

In this session, we will discuss recent legal changes which may impact the interpretation, validity and enforceability of common terms found in standard construction contracts. We will then provide advice and recommendations for updating your standard form construction contracts. This session will review both common law and legislative changes, including the new provisions of the Prompt Payment and Construction Lien Act.

LPRT – The Newest Acronym on the Municipal Block

It has been about a year now that the Land and Property Rights Tribunal (the “LPRT”) replaced the Municipal Government Board, the Land Compensation Board, the New Home Buyer Protection Board and the Surface Rights Board. With more subdivision and development appeals headed to the LPRT instead of local Subdivision and Development Appeal Boards, we will cover a wide variety of topics, including the critical impacts on municipalities, what you can expect in terms of timing and expense, and how best to navigate the shift toward decision-making at the provincial level.

So, You Think You’re Exempt? Qualifying for Municipal Tax Exemptions

Municipalities frequently receive requests from taxpayers for exemptions from municipal taxation under the MGA and the Community Organizations Property Tax Exemption Regulation (COPTER), and navigating these statutory exemptions can be difficult. This session will provide an overview of the

requirements for exemptions from taxation under the MGA and COPTER as they apply to recreational facilities, non-profit organizations, and affordable housing. This session will also cover recent legislative changes pertaining to exemptions, including the 2022 Social and Affordable Housing Accommodation Exemption Regulation.

Bear Pit

Registrants will have the opportunity to submit legal questions on matters affecting municipalities for discussion by our panel of lawyers.

A block of rooms has been reserved for seminar attendees. To reserve your room please call 780-431-4647 or [Click Here](#) before January 10, 2023.

Full agenda and details will be sent to registrants before the event.



JMD Group LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

6.15

Maurice R. Joly, CPA, CA, CFP*
Barbara K. M^CCarthy, CPA, CA*
Claude R. Dion, CPA, CA, CMA*
Richard R. Jean, CPA, CA*
Amie J. Anderson, CPA, CA*
Stephanie Ference, CPA, CA*

*Denotes Professional Corporation

December 4, 2022

Reeve and Council
Smoky Lake County
Box 310
Smoky Lake, Alberta T0A 3C0

Dear Reeve and Council:

Re: Audit Planning

We are writing this letter in connection with our audit of the financial statements of Smoky Lake County for the year ending December 31, 2021.

Our purpose in writing is to ensure effective two-way communication between us in our role as auditors and yourselves with the role of overseeing the financial reporting process. In this letter we will:

- a) Address our responsibilities as independent auditors and provide information about the planned scope and timing of our audit.
- b) Request a response to some audit questions and any additional information you may have that could be relevant to our audit.

Auditor Responsibilities

The respective responsibilities of ourselves and of management in relation to the audit of the financial statements are set out in the engagement letter that was signed by management.

Planned Scope and Timing of Our Audit

Our objective as auditors is to express an opinion on whether the financial statements are prepared, in all material respects, in accordance with Canadian public sector accounting standards for local governments.

In developing our audit plan, we worked with management to understand the operations of Smoky Lake County and to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error. Our audit plan has been designed to focus on the identified areas of risk.

Materiality

For the current period, we have determined an overall materiality amount of \$270,000. This amount will be used to:

- a) plan and perform the audit; and,
- b) evaluate the effects of identified and uncorrected misstatements on the audit procedures performed as well as on the financial statements.

The materiality amount will be reassessed at period end to ensure it remains appropriate.

Significant Changes During the Period

There were no significant changes in operations, control systems, or accounting and auditing standards that need to be addressed in planning the audit for the current period.

The change in the accounting system will result in additional work as the systems descriptions will need to be updated and tested, opening balances will need to be verified, and the financial statements will need to be reformatted.

Internal Control

To help identify and assess the risks of material misstatement in the financial statements, we obtain an understanding of internal control relevant to the audit. This understanding is used in the design of

appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control. Should we identify any significant deficiencies in the internal control and accounting systems, we will communicate them to you in our audit findings letter.

Significant Risks

In planning our audit, we identify significant financial reporting risks that, by their nature, require special audit consideration. The significant risks we have identified and our proposed audit response is outlined below:

Significant Risks	Proposed Audit Response
Management Override	Inquiries of management Review of journal entries Review of management estimates
Grant Revenue and Deferred Revenue – accuracy and completeness	Confirm grants and review grant documents Analyze grant spending and recalculate unspent grants Discuss expected grants with management Balance deferred grants with SFE's
Property Tax Revenue – accuracy and completeness	Overall recalculation of property tax revenue Ensure all taxes written off or cancelled are authorized by council
Gas Revenue – accuracy and completeness	Analytical procedures Substantive testing
Other Expenses – occurrence and accuracy	Substantive testing Analytical procedures Review budget and council minutes
Payroll – occurrence and accuracy	Substantive testing Overall analytic
Receivables – valuation and completeness	Review aging and determine if allowance is adequate Review cut-off procedures and perform cut-off testing
Accounts Payable – completeness and existence	Substantive testing Review cut-off procedures and perform cut-off testing
Tangible Capital Assets – existence, completeness and valuation	Substantive testing of additions and disposals General ledger review for missed additions Discussion with management and review of minutes Recalculation of amortization
Inventory - existence, completeness and valuation	Substantive testing Analytical procedures Vouching of gravel costing

If there are specific areas that warrant our particular attention during the audit or where you would like us to undertake some additional procedures, please let us know.

Uncorrected Misstatements

Where we identify uncorrected misstatements during our audit, we will communicate them to management and request that they be corrected. If not corrected by management, we will then request that you correct them. If not corrected by you, we will also communicate the effect that they may have individually, or in aggregate, on our audit opinion.

Audit Findings

At the conclusion of our audit, we will prepare an audit findings letter to assist you with your review of the financial statements. This letter will include our views and comments on matters such as:

- significant matters, if any, arising from the audit that were discussed with management;
- significant difficulties, if any, encountered during the audit;
- qualitative aspects of the entity's accounting practices, including accounting policies, accounting estimates and financial statement disclosures;
- uncorrected misstatements; and
- any other audit matters of governance interest.

Audit Questions and Requests

Fraud

To help us in identifying and responding to the risks of fraud within the entity, we would appreciate your responses to the following questions:

1. What oversight, if any, do you provide over management's processes for identifying and responding to fraud risks? Management's processes could include policies, procedures, programs or controls that serve to prevent, detect and deter fraud.
2. Do you have any knowledge of any actual, suspected or alleged fraud, including misappropriation of assets or manipulation of the financial statements, affecting the organization? If so, please provide details and how the fraud or allegations of fraud were addressed.

Other Matters

Would you please bring to our attention any significant matters or financial reporting risks, of which you are aware, that may not have been specifically addressed in our proposed audit plan. This could include such matters as future plans, contingencies, events, decisions, non-compliance with laws and regulations, potential litigation, specific transactions (such as with related parties or outside of the normal course of business) and any additional sources of audit evidence that might be available.

We recognize your significant role in the oversight of the audit and would welcome any observations on our audit plan.

This letter was prepared for the sole use of those charged with governance of Smoky Lake County to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



JMD Group LLP
Chartered Professional Accountants



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized flourish at the end.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Shaw

AR110130

Subject: 2022/23 Fire Services Training Program Grant

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs has reinstated the Fire Services Training Program. This program will provide \$500,000 in grant funding annually starting in 2022/23. Public safety is always a priority and, while we respect that fire services is a municipal responsibility, the Government of Alberta recognizes that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes below:

- Alberta communities are supported in developing capacity to prevent, prepare for, and respond to identified risks.
- Training of fire services remains current and is updated as required.
- Training aligns with and supports community planning.

The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx. If interested, please forward this information to your chief administrative officers and fire chiefs so they may complete the application form. Collaboration involving multiple municipalities is permitted but not required.

If you have any questions regarding the grant applications or the program guidelines, feel free to contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This government recognizes the important work of fire services, and the grant program will help fire departments across the province be prepared with knowledge and skills to protect their communities.

Sincerely,

A handwritten signature in blue ink that reads "Rebecca Schulz".

Rebecca Schulz
Minister

Monthly Release of Information



DECEMBER 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
				1	2 R80-22 R81-22	3	R80-22: Alberta Bilingual Municipalities Association Meeting: November 30, 2022. F R81-22: RMA: Contact Newsletter: December 2, 2022. F
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	