



SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, June 1, 2023 at 9:00 a.m.

Virtual - Meeting ID: 825479664

<https://video.businessconnect.telus.com/join/825479664>

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

- 1) Call to Order
- 2) Adoption of Agenda
- 3) Adoption of Minutes
 - a) County Council Budget – May 9, 2023
 - b) County Council– May 11, 2023
- 4) Delegation
 - a) Jen Plamondon, Associate Engineering @ 9:00 a.m.
- 5) Public Hearing (*Council Meeting Recessed and undertaken on a Separate Agenda*) - **N/A**

PUBLIC QUESTION AND ANSWER PERIOD - announced between 11:30 a.m. & 12:00 p.m.

- 6) Municipal Planning Commission (*Council Meeting Recessed and undertaken on a Separate Agenda*)
 - a) Development Permit DP-009-23 and DP-011-23: Shipping Containers @ 2:00 PM
- 7) Business – Requests for Decisions
 - a) Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement
 - b) LUB 1272-14 Amending Bylaw 1437-23/Animal Control Bylaw 1438-23
 - c) Bylaw 1436-23: Major Alternative Energy
 - d) Bylaw 1444-23: Municipal Reserve (MR) Designation for Plan 2562BS, Block RLY, Lot 59 (Warspite)
 - e) Proclaim Canadian Rivers Day
 - f) Alberta Municipalities (AM) 2023 and Federation of Canadian Municipalities (FCM) 2024 Conferences
 - g) Agriculture Poster Contest
 - h) 17th Annual Federation Charity Golf Classic
 - i) Service Body Refurbishing
 - j) Natural Gas Rate Increase
 - k) Township Road 600 Embankment Assessment
 - l) Policy 03-35-13: Snow Clearing
 - m) Seniors Week
 - n) Moose Hide Campaign
 - o) Smoky Lake Public Library Membership Challenge
 - p) Rural Crime Watch Membership
 - q) Backsloping Program Application
 - r) Policy 02-10-02: Peace Officer: Operational Records Management System

- s) Smoky Lake Agricultural Complex – Street Sweeper

- 8) CAO Report - *N/A*

- 9) Council Committee Reports
 - a) Division One
 - b) Division Two
 - c) Division Three
 - d) Division Four - **Reeve**
 - e) Division Five

- 10) Correspondence
 - a) Letter – C.M.(Curtis) Zablocki, Deputy Commissioner and Commanding Officer Alberta RCMP – Spring RMA Convention Feedback.
 - b) Cpl. Roxanne Genereaux, Smoky Lake RCMP – Quarterly Community Policing Report.
 - c) Thank You – Smoky Lake Holubka Dancers
 - d) Brian and Leesa Jones - Repurposing old School for Community Art Gallery
 - e) Smoky Lake Tourism Company Partnership Certificate

- 11) Information Release

- 12) Financial Reports
 - a) Budget to Actual
 - b) Financial Statement
 - c) Cheque Register

- 13) Next Meeting

- 14) In Camera

- 15) Adjournment

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting for the Tax Rate** held on Tuesday, **May 9, 2023**, commencing at 9:05 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology.

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, May 9, 2023</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Asst. CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Jordan Ruegg – Planning & Dev. Manager	Virtually Present
Kyle Schole – Planning Technician	Virtually Present
Amanda Kihn – Interim Ag. Fieldman	Virtually Present
Evonne Zukiwski – Communications Officer	Virtually Present
Carole Dowhaniuk – GIS Operator	Virtually Present
Dave Franchuk – Enviro & Park Manager	Virtually Present
Daniel Moric – Natural Gas Manager	Virtually Present

No Members of the Media were in attendance.
One Member of the Public was in virtual attendance.

Agenda:

578-23: Fenerty That the Smoky Lake County Council Budget Meeting Agenda for Tuesday, May 9, 2023, be adopted.

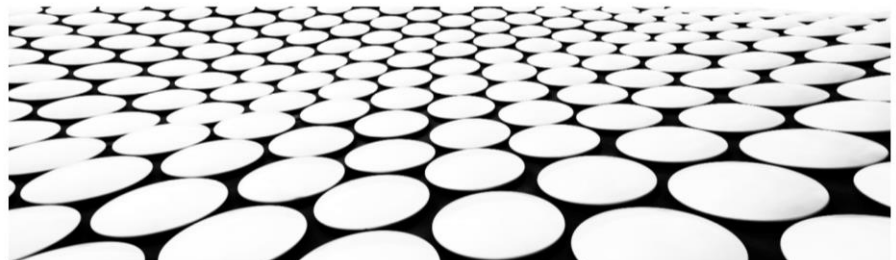
Carried Unanimously.

Presentation:

Smoky Lake County 2023 Tax Rate

SMOKY LAKE COUNTY 2023 TAX RATE

APRIL, 2023

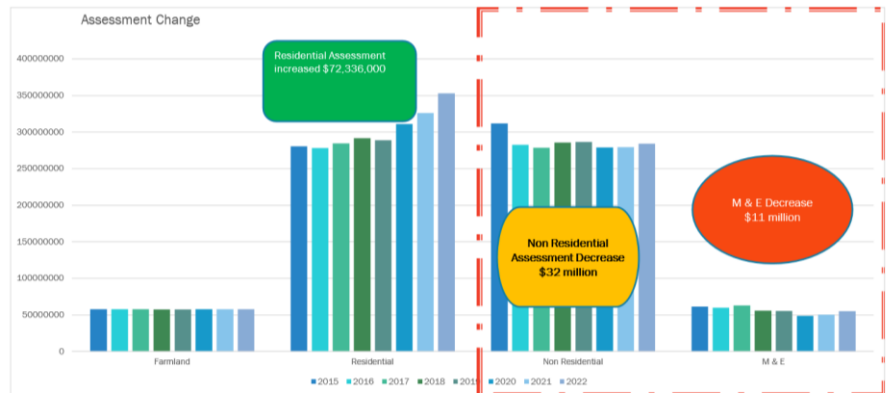


MEETING OBJECTIVE:

- ✓ REVIEW ASSESSMENT INFORMATION
- ✓ REVIEW REQUISITIONS
- ✓ TAX RATE OPTIONS
- ✓ RECOMMENDED TAX RATE BYLAW

2022 ASSESSMENT

DETAILS OF THE 2022 ASSESSMENT WERE PROVIDED AT THE SMOKY LAKE COUNTY COUNCIL MEETING HELD APRIL 27, 2023

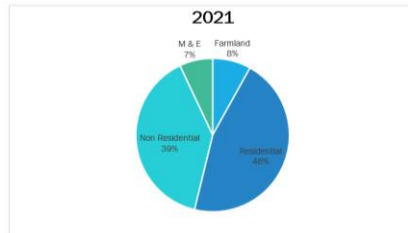


ASSESSMENT CHANGES SINCE 2015

ASSESSMENT

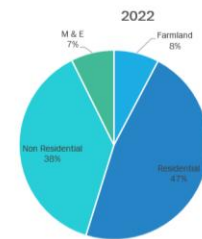
The proportion of Residential assessment vs non residential continues to increase

- Residential Assessment:
- ◆ 2016 41%
 - ◆ 2021 46%
 - ◆ 2022 47%



Non-Residential & M & E:

- ◆ 2016 51%
- ◆ 2021 45%
- ◆ 2022 38%



This is significant because it creates a greater tax burden for the residential properties

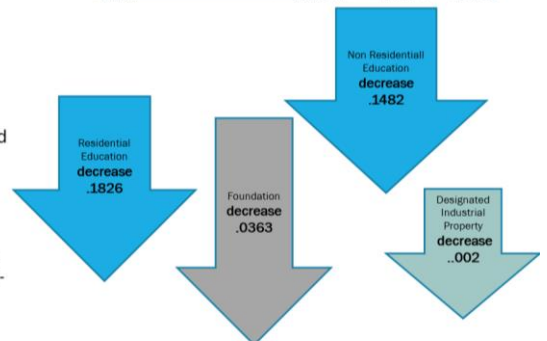
2023 REQUISITIONS

THE REQUISITION RATES HAVE DECREASED

2023 REQUISITIONS

- Total School Requisitions decreased
 - Residential Rate will be 2.4387 (2022 - 2.6213)
 - Non- Residential Rate will be 3.7365 (2022 - 3.8847)
- Foundation Requisition has decreased slightly:
 - 2023 Rate will be .688 (2022 - .7243)
- Designated Industrial Assessment decreased from .766 to .746
- Although we cannot establish a separate rate for policing, it is important to not how much the increase affects taxes.
 - In 2023 the portion of the Municipal Rate as a result of Policing Charges will be .2575 (2022 - .1583)

	2022	2023	Increase (Decrease)
School	\$2,085,670	\$2,039,430.22	-\$46,239
Foundation	\$514,064	\$510,942	-\$3,122
Designated Industrial Property	\$22,464	\$20,652	-\$1,812
Policing	\$127,404	\$192,000	\$64,596

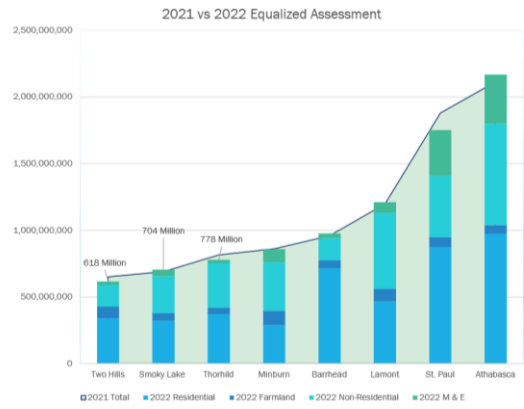


COMPARING THE 2022 TAX RATES

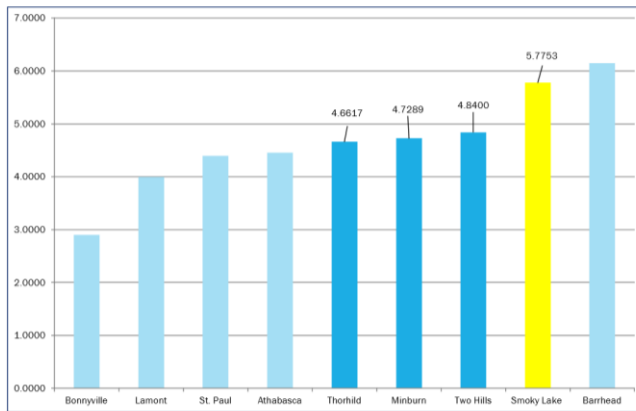
2022 EQUALIZED ASSESSMENT

To compare tax rates, we need to understand where Smoky Lake County stands in relation to Assessment.

Two Hills, Thorhild, and Minburn are the most comparable Municipalities when establishing rates.

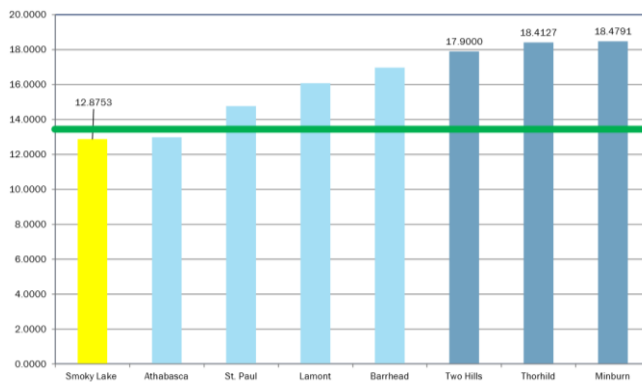


2022 RESIDENTIAL RATE COMPARISON



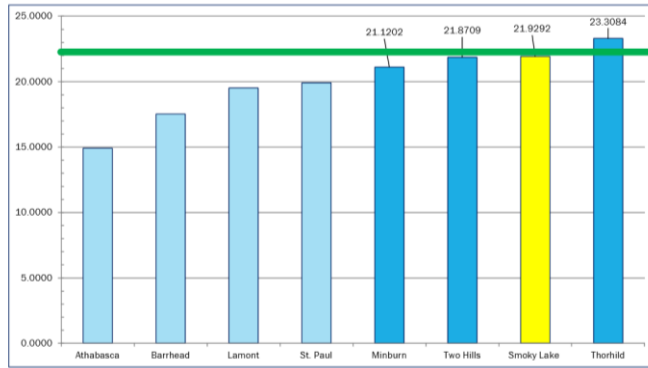
The proposed rate for 2023 is **5.7753**

2022 FARMLAND RATE COMPARISON



The Proposed Farmland Rate for 2023 is **13.2753**

2022 NON RESIDENTIAL RATE COMPARISON



The Proposed Non Residential Rate for 2023 is **22.1452**

The Proposed Small Business Rate will remain at 21.9292

CALCULATING 2023 TAX RATES

THE TAX RATE INCLUDES EDUCATION REQUISITION, FOUNDATION REQUISITION DESIGNATED PROPERTY REQUISITION AND THE MUNICIPAL TAX

TAX CALCULATIONS

Taxes Needed

Estimated Municipal Operating Revenues and transfers excluding taxes	3,405,097
Estimated Municipal Capital Revenues and transfers	5,750,448
Total Estimated Revenues	9,155,545
Estimated Municipal Operating Expenses	16,898,161
Estimated Municipal Capital Expenses	7,141,995
Total Expenses	24,040,156
Remove Requisitions	-2,574,024
Remove Amortization	-2,020,300
Total Estimated Cash Expenses	19,445,832
Tax Municipal Revenue Needed	10,290,287

A Tax Rate of 1 provides a total of \$749,000

- Residential = 353,000
- Farmland = 58,000
- Small Bus = 18,000
- Non Res/M & E = 320,000

MILL RATES	RESIDENTIAL	FARMLAND	NON RESIDENTIAL	NON RESIDENTIAL SMALL BUSINESS	MACHINERY AND EQUIPMENT
MUNICIPAL	5.7753	13.2753	22.1172	21.9292	22.1172
Municipal Rates	5.7753	13.2753	22.1172	21.9292	22.1172
Municipal increase	0	0.4	0.188	0	0.188
EDUCATION	2.4387	2.4387	3.7365	3.7365	0.000
SENIORS FOUNDATION	0.688	0.688	0.688	0.688	0.688
Total Rates	8.902	16.402	26.5417	26.3537	22.8052
INCREASE	-0.217	0.183	0.0054	0.0000	0.1536

OPTION #1

- Keep the Residential Tax Rate the Same as 2022
- Increase the Farmland Rate by .4 (3% increase)
- Keep the Small Business Rate the same as 2022
- Increase the Non Residential by .188 (1%)

AVERAGE CHANGE PER PARCEL

- Total Residential rate change = (0.217)
- Total Farm rate change = 0.183
- Total Non residential rate change = 0.0054
- Total Machinery & Equipment change = 0.1536

Class	Farm	Res	Small Bus	Non ResM & E	
Rate	16.402	8.902	26.3537	26.55417	22.8052
Parcels	4,273	2,169	40	452	138
Assessment	\$13,291	\$162,719	\$213,585	\$70,710	\$399,739
Avg Tax per parcel	\$218.00	\$1,448.53	\$5,628.76	\$1,876.77	\$9,116.13
Avg increase	\$2.34	\$76.84	(\$252.3)	\$239.75	\$1,368.65
Avg % Change	1%	6%	(4%)	15%	18%

NEXT STEPS

❖ TO MEET MGA REQUIREMENTS THE TAX BYLAW WILL NEED TO BE APPROVED BY MAY 11, 2023

Request for Decision:

Bylaw No. 1443-23: Year 2023 Tax Rate

579-23: Cere

That Smoky Lake County Bylaw No. 1443-23: Year 2023 Tax Rate, for the purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2023 Taxation Year, be given **FIRST READING**.

Carried.

Moved by Councillor Serben that Smoky Lake County Bylaw No. 1443-23: Year 2023 Tax Rate, for the purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2023 Taxation Year, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County Bylaw No. 1443-23: Year 2023 Tax Rate, for the purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2023 Taxation Year, be given unanimous consent for **PERMISSION FOR THIRD READING**.

Carried Unanimously.

Moved by Councillor Fenerty that Smoky Lake County Bylaw No. 1443-23: Year 2023 Tax Rate, for the purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2023 Taxation Year, be given **THIRD & FINAL READING**; and that the Reeve and the Chief Administrative Officer are hereby authorized to affix their signatures to all necessary documents and the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Bylaw No. 1442-23: Bellis Sewer Tax Bylaw

580-23: Serben

That Smoky Lake County **Bylaw No. 1442-23: Bellis Sewer Tax Bylaw**, to authorize the levying of a special tax on properties in the hamlet of Bellis to recover Bellis sewer maintenance costs for 2023, be given **THIRD & FINAL READING**, and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Adjournment:

581-23: Cere

That the Smoky Lake County Council Meeting for the Tax Rate, of May 9, 2023, be adjourned, time 10:00 a.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **May 11, 2023**, at 9:03 A.M. held both virtually online and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, May 11, 2023</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Absent
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

Communications Officer	Evonne Zukiwski	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS Technician	Carole Dowhaniuk	Virtually Present
Public	2 Members	Virtually Present
Media	N/A	Absent

2. Agenda:

582-23: Serben

That the Smoky Lake County Council Meeting Agenda for Thursday, May 11, 2023, be adopted, as amended:

Addition to the Agenda:

1. Métis Crossing – Request to reduce the Speed Limit on Victoria Trail.
2. Letter from Yellowhead County, dated May 10, 2023 – Re: Alberta Provincial Election, Request to Postpone.
3. Smoky Lake Grazing Reserve – Request for Road Blading.
4. Executive Session: Personnel – Chief Administrative Officer Evaluation.
5. Dust Control Application Late Submission from Division 2 Resident.

Carried Unanimously.

3. Minutes:

Minutes of April 6, 2023 – County Council Committee of the Whole Meeting

583-23: Fenerty

That the minutes of the **Smoky Lake County Council Committee of the Whole Meeting** held on Thursday, April 6, 2023, be adopted as presented.

Carried.

Minutes of April 13, 2023 – County Council Meeting

584-23: Serben

That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, April 13, 2023, be adopted as presented.

Carried.

Minutes of April 25, 2023 – County Council Budget Meeting

585-23: Cere That the minutes of the **Smoky Lake County Council Budget Meeting** held on Tuesday, April 25, 2023, be adopted as presented. Carried.

Minutes of April 27, 2023 – County Council Meeting

586-23: Gawalko That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, April 27, 2023, be adopted as presented. Carried.

7. Request for Decision:

Lake Access and Amenity Study (Island, Kaduk, Wayetenau, Whitefish, Hanmore, Smoky, Cache, Garner, Mons, and Bonnie Lakes) Request for Proposal (RFP)

587-23: Serben That Smoky Lake County proceed to advertise a Request for Proposal (RFP) with a submission deadline of Wednesday, June 21, 2023, at 4:00 p.m. and anticipated award date of June 29, 2023, in respect to the project: Lake Access and Amenity Improvement Feasibility Study for the lakes known as: Island, Kaduk, Wayetenau, Whitefish, and Cache, as the first priority and the lakes of: Hanmore, Smoky, Garner, Mons, and Bonnie as second priority, with a project completion deadline of Mid-October 2023. Carried.

Policy Statement 01-23: Government Liaison Committee Terms of Reference

588-23: Fenerty That Smoky Lake County Policy Statement 01-23: Government Liaison Committee Terms of Reference be amended:

Title: Government Relations Committee: Terms of Reference		Policy No.: 23-02
Section: 01	Code: P-S	Page No.: 1 of 1
Legislation Reference:		Alberta Provincial Statutes
Purpose:	Government Relations Committee is established by County Council. Appointments to the Government Relations Committee are made at the County Organizational Meeting.	
Policy Statement and Guidelines:		
<p>1. MEMBERSHIP:</p> <p>1.1 Reeve, Deputy Reeve and Councillors.</p> <p>1.2 Quorum shall be established as three (3).</p> <p>2. MANDATE:</p> <p>2.1 Address and advance municipal issues and priorities with elected officials and departments at other orders of government.</p> <p>2.2 Recommend to Council, an annual and 4-year Advocacy Plan or Government Relations Plan to:</p> <p>2.2.1 Implement the County's Strategic Plan and advocacy priorities.</p> <p>2.2.2 Contribute to budget planning.</p> <p>2.2.3 Guide Council in its interactions with advocacy groups and other orders of government including the:</p> <p>2.2.3.1 Alberta Municipalities (AM)</p> <p>2.2.3.2 Rural Municipalities of Alberta (RMA)</p> <p>2.2.3.3 Province of Alberta (GoA)</p> <p>2.2.3.4 Federation of Canadian Municipalities (FCM)</p> <p>2.2.3.5 Government of Canada (GoC)</p>		

Carried.

Proposed Municipal Reserve (MR) Designation - Bellis

589-23: Fenerty

That Smoky Lake County Council **rescind the June 15, 2017, County Council, Motion 799-17:** ‘That Smoky Lake County approve to remove the Municipal Reserve Designation from the lands legally described as Plan 1039CL, Block (R) Reserve; and resurvey the said lands to adjust the boundaries as requested by the adjacent landowner: Larry Cherniwchan, at no cost to the County; and that the Planning and Development Manager prepare a bylaw to designate the resurveyed municipally owned lot as a Municipal Reserve, to be presented at a future County Council Meeting; and that as per the Municipal Government Act Section 675(1), the following Resolution be executed and submitted to Alberta Land Titles.’; **and approve** to add the parcel legally describes as: Plan 1922944; Block 6; Lot 1, in the hamlet of Bellis, to the list of County lands for sale.

Carried.

Proposed Municipal Reserve (MR) Designation - Warspite

590-23: Cere

That Smoky Lake County prepare a bylaw to designate Plan 2562BS, Block RLY, Lot 59, in the hamlet of Warspite, as Municipal Reserve (MR).

Carried.

The Chief Administrative Officer: Gene Sobolewski, left Council Chambers, time 9:34 a.m.

Bylaw No. 1402-21: Cancellation of all Road between Lot A & B of Plan 8420551 Warspite

591-23: Gawalko

That Smoky Lake County Bylaw No. 1402-21: Road Closure of all that portion of Avenue which lies South of Lot A, and North of Lot B, within Plan 8420551, in the Hamlet of Warspite, be given **SECOND READING.**

Councillor Cere requested a recorded Vote:

<u>In favor:</u>	<u>Opposed:</u>
Halisky	Cere
Serben	Fenerty
Gawalko	

Carried.

Road Closure between Lot A & B of Plan 8420551 Warspite

592-23: Serben

That Smoky Lake County Council **defer third reading** of Bylaw No. 1402-21: Road Closure of all that portion of Avenue which lies South of Lot A, and North of Lot B, within Plan 8420551, in the Hamlet of Warspite, to allow time to negotiate a sale price in the amount of \$4,000.00, with the adjacent Land Owner directly north and south of the said road closure.

Carried.

The Chief Administrative Officer: Gene Sobolewski, entered Council Chambers, time 9:53 a.m.

Lemonade Day: Teaching Kids the Power of Entrepreneurship

593-23: Serben

That Smoky Lake County support the Community Futures: St. Paul – Smoky Lake Region’s project “Lemonade Day” on June 17, 2023, by promoting the event on social media; and participate in the Lemonade Day 2023 by: Issuing Lemonade Stand Business Licenses at a cost of \$1.00, and Entering into a simple lease – should the youth want to locate their stand on municipal land, in response to the correspondence from Penny Fox, General Manager, Community Futures, dated April 5, 2023; **and** provide County promotional items up to a value in the total amount of \$100.00 towards prizes for the participants.

Carried.

Lemonade Day: Teaching Kids the Power of Entrepreneurship

594-23: Fenerty

That Smoky Lake County Proclaim June 17, 2023, is LEMONADE DAY in Smoky Lake County;

WHEREAS, Lemonade Day is a free, community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking and create a foundation for success in the global economy; and

WHEREAS, Lemonade Day exists to infuse today's youth with the spirit of enterprise, teaching the basic business and entrepreneurial skills necessary to become successful, contributing members of the communities; and

WHEREAS, Lemonade Day has a core philosophy of SPEND, SAVE, and SHARE that is implemented by teaching children how to start, own, and operate a business, learn goal setting, develop a business plan, establish a budget, seek investors, provide customer service, and give back to the community; and

WHEREAS, Lemonade Day offers opportunities for families, businesses, schools, youth organizations, neighborhoods, institutes of higher learning, and government agencies to unite for a common purpose - to train the next generation of entrepreneurs; and

WHEREAS, Lemonade Day is a day of learning and celebrating northern Alberta's future. On June 17th every citizen has a job - either buying or helping children sell lemonade; and

THEREFORE, BE IT RESOLVED June 17, 2023, is LEMONADE DAY in Smoky Lake County and encourage every citizen to purchase a cup of lemonade from one of the youths participating in the program to demonstrate how our community cares for the future of our youth.

Carried.

Planning & Development Law: Current Trends, Issues & Updates Webinar

595-23: Serben

That Smoky Lake County Councillors who can attend – attend County Council Chambers to view the virtual “Planning and Development Law: Current trends, Issues and Updates” webinar provided by Brownlee LLP’s legal team through the University of Alberta Applied Land Use Planning (ALUP) program, scheduled for May 17, 2023, at 9:00 a.m.

Carried.

Alberta Advantage Immigration Program (AAIP) - Rural Renewal Stream Designation

596-23: Serben

That Smoky Lake County research the applicable grant funding for, and the feasibility of, becoming a regionally designated community under their Rural Renewal Stream, of the Alberta Advantage Immigration Program (AAIP), to be responsible for:

- identifying and working with community employers that have permanent (minimum of 12 months, full-time, non-seasonal) jobs that need to be filled;
- connecting with a settlement providing organizations to identify and plan for some of the settlement needs within the community;
- developing additional criteria (optional) to recruit foreign nationals, this could include narrowing down the occupations that the community is interested in recruiting;
- responding to foreign national inquiries while community is actively recruiting;
- collaborating with employers on selecting and endorsing the foreign national; and
- developing and implementing a plan for welcoming and settling foreign national(s) to the community;

and, bring the information forward to a Joint Municipalities Meeting to determine the desire of the Smoky Lake Regions’ Municipalities, to pursue the said proposal regionally.

Carried.

Policy Statement No. 03-35-13: Snow Clearing

597-23: Gawalko That Smoky Lake County Council **defer** Policy Statement No. 03-35-13: Snow Clearing, to the next Council Meeting, to allow time to incorporate revisions as discussed on May 11, 2023.

Carried.

Weed / Pest Inspector Appointment: Kierstin Dubitz

598-23: Gawalko That Smoky Lake County Council appoint Kierstin Dubitz as a Weed and Pest Inspector for Smoky Lake County, effective May 11, 2023 to termination of employment.

Carried.

Weed / Pest Inspector Appointment: Carson McDonald

599-23: Fenerty That Smoky Lake County Council appoint Carson McDonald as a Weed and Pest Inspector for Smoky Lake County, effective May 11, 2023 to termination of employment.

Carried.

Request for Sponsorship: Kinette Club of Smoky Lake's 2023 Ladies Night

600-23: Cere That the Smoky Lake County provide funding in the amount of \$300.00 towards the Kinette Club of Smoky Lake's 8th Annual Ladies Night scheduled for Saturday, May 13, 2023, at the Smoky Lake Agricultural Complex; with funds to be allocated from the Grants to Individuals and Organizations budget.

Carried.

Property Tax Write Off – Roll # 13602732 & 13603341

601-23: Serben That Smoky Lake County Council approve to write off penalties in the amount of \$6,058.02 and Year-2017 taxes in the amount of \$1,514.69 on Property Tax Roll #13602732; and approve to write off penalties in the amount of \$3,223.64 and Year-2017 taxes in the amount of \$11,921.19 on Property Tax Roll #13603341, due to a Provincial administrative error in notifying the County of the receivership sale change in ownership.

Carried.

Bylaw No. 1446-23: Borrowing Bylaw

602-23: Cere That Smoky Lake County Bylaw No. 1446-23: Borrowing Bylaw, for the purpose of providing authorization to borrow up to \$5,000,000.00 on the operating line of credit and \$50,000.00 on the Corporate Mastercard Account, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty that Smoky Lake County Bylaw No. 1446-23: Borrowing Bylaw, for the purpose of providing authorization to borrow up to \$5,000,000.00 on the operating line of credit and \$50,000.00 on the Corporate Mastercard Account, be given **SECOND READING**.

Carried.

Moved By Councillor Gawalko that Smoky Lake County Council give **unanimous consent for permission for Third Reading** to Bylaw No. 1446-23: Borrowing Bylaw, for the purpose of providing authorization to borrow up to \$5,000,000.00 on the operating line of credit and \$50,000.00 on the Corporate Mastercard Account.

Carried Unanimously.

Moved by Councillor Serben that Smoky Lake County Bylaw No. 1446-23: Borrowing Bylaw, for the purpose of providing authorization to borrow up to \$5,000,000.00 on the operating line of credit and \$50,000.00 on the Corporate Mastercard Account, be given **THIRD & 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.

The Recycling Council of Alberta Conference

603-23: Cere

That Smoky Lake County Council authorize the Environment and Parks Departments' Recycle Technician: Scott Adamson, to attend The Recycling Council of Alberta's Circular Economy Conference, scheduled for October 18-20, 2023, to be held at the Fairmont Chateau Lake Louise; and request a written report be provided to Council in respect to the benefits of attending at a Council Meeting following the said Conference.

Carried.

Sale of County Surplus Equipment – Propane Tanks

604-23: Gawalko

That Smoky Lake County advertise to sell the following County Surplus Equipment in the County Grapevine and on social media, as is - where is, by public tender stating "The Highest nor Any Bid Shall Not Necessarily Be Accepted", with a closing bid deadline of June 2, 2023, at 12:00 Noon:

- Year-2001 500 US Gallon Propane Tank (requiring recertification), Serial # 42609, located at Smoky Lake Transfer Station;
- Year-2001 500 US Gallon Propane Tank (requiring recertification), Serial # 49921, located at Bellis Transfer Station;
- Year-2001 500 US Gallon Propane Tank (requiring recertification), Serial #512057, located at Spedden Transfer Station.

Carried.

Bellis Raw Water Truckfill Closure and Decommissioning

605-23: Halisky

That Smoky Lake County Council approve to permanently close and decommission the raw water truckfill located in the Hamlet of Bellis on the lands legally described as: Plan 2562BS, Lot RLY 59, due to the discovery of its' fractured fiberglass reservoir tank in the Spring of 2023 and the unbudgeted, estimated cost of repairs being in the amount of \$700,000.00, weighed against the significantly minimal customer usage of the facility, extremely low water recovery rate and poor quality of water; and offer the decommissioned building structure to the Bellis Board of Trade.

Carried.

Additions to the Agenda:

Métis Crossing – Request to Reduce the Speed Limit on Victoria Trail

606-23: Cere

That Smoky Lake County Council **defer** the email request from Leon Boychuk-Hunter, dated May 5, 2023, requesting a speed limit reduction for Victoria Trail, to the next Council Meeting to allow time for Administration to determine the length of the speed limit reduction zone to be considered for the Victoria Trail.

Carried.

Bellis Grazing Reserve – Request for In-Kind Assistance

607-23: Halisky

That Smoky Lake County Council approve for Public Works to provide in-kind assistance of manpower and equipment at the Smoky Lake Provincial Grazing Reserve, of blading the access road from the County Road allowance to the cattle corals, within the lands legally described as SW-05-61-15-W4.

Carried.

Dust Control Application – Late Submission

608-23: Fenerty That Smoky Lake County Council approve to waive the application deadline of May 1st within Policy Statement No. 03-39-13: Dust Control, and accept the late application received from a Division Two resident, for an MG30 dust road suppression treatment, as brought forward by Councillor Fenerty.

Carried.

11:31 to 11:232 a.m.

Public Question and Answer Period:

None.

Addition to the Agenda (Executive Session):

Chief Administrative Officer Evaluation

609-23: Cere That Smoky Lake County Council go into Executive Session to discuss a personnel issue in respect to the Chief Administrative Officer evaluation, under the authority of the FOIP Act Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, time 11:32 a.m.

Carried.

610-23: Gawalko

That Smoky Lake County Council go out of Executive Session, time 12:03 a.m.

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 12:04 p.m.

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:47 p.m. in the physical presence of all Council members (with Councillor Serben present virtually), the Chief Administrative Officer, Executive Services Clerk, Finance Manager, and the virtual presence of the Planning & Development Manager, Planning Technician, GIS Operator, Communications Officer, Natural Gas Manager and 2 Members of the Public.

Chief Administrative Officer Evaluation

611-23: Cere That Smoky Lake County Council unanimously agree to proceed as discussed on May 11, 2023, in Executive Session, under the authority of the FOIP Act Section 27: Privileged Information and Section 24: Advice from Officials, in respect to the Personnel Issue: Chief Administrative Officer evaluation.

Carried.

10. Correspondence:

2022/23 ACP Intermunicipal Collaboration Application for GIS Infrastructure Data

612-23: Gawalko That Smoky Lake County acknowledge receipt of the copied correspondence from the Deputy Minister of Alberta Municipal Affairs to the Chief Administrative officer of the County of Two Hills, dated April 4, 2023, declining the County of Two Hills and Smoky Lake County's joint application to the 2022/23 Alberta Community Partnership (ACP) Intermunicipal Collaboration grant for the joint Project: GIS Infrastructure Data.

Carried.

Minister of Alberta Justice – Smoky Lake Courthouse

613-23: Fenerty

That Smoky Lake County acknowledge receipt of the correspondence received from the Honourable Tyler Shandro, Minister of Alberta Justice, dated April 18, 2023, explaining unlikelihood of the Smoky Lake Courthouse reopening due to the proximity of the functioning Boyle and Redwater Courthouses; in response to Smoky Lake County's lobbying efforts made to reopen the Smoky Lake Courthouse, at the in-person meeting with the Minister held on March 20, 2023; **and** bring this topic forward to a Joint Municipalities Meeting for the Town of Smoky Lake, Village of Vilna and Village of Waskatenau to write letters in support of the Smoky Lake Courthouse reopening.

Carried.

You Make a Difference Campaign in the Smoky Lake Region: 100 Cups of Coffee

614-23: Cere

That Smoky Lake County acknowledge receipt of the correspondence received from the Town of Smoky Lake's Family and Community Support Services (FCSS) Program Coordinator, dated May 1, 2023, in respect to the You Make a Difference Campaign in the Smoky Lake Region: 100 Cups of Coffee, wrap up summary of "What Ideas Were Heard Consistently?" as follows:

Key Insights:

- Burnout of leaders who volunteer constantly
- No incentive for people to get involved
- Youth Centre needed
- Communication needed
- Problems with show and shine
- Pumpkin Show-3 Days!
- Marketing
- Accommodation/Housing
- Low-cost Housing
- How to get people to know what's going on in Community
- Projects
- Seniors Centre
- Recreation
- Regionalization
- Amalgamation
- Mending
- Get past sensitivity to progress

Frustrations You Have Had?

- Lack of Empowerment
- No Communication
- Build people up-NOT tear them down
- No proper marketing
- Friction between clubs- Don't align
- Let go of past- New Things can make changes happen
- No cooperation/collaboration between groups
- Lack of Senior transportation
- Lack of funding
- Lack of action
- Not Welcoming to new comers
- More events to show off town
- Lack of volunteers
- Town and County not working together
- Lack of execution-No action
- Fear of Change (Small vocal group make up majority)
- No Supports in town (AB Supports), Mental Health,
- Lack of Daycare/ childcare/ housing

Key Takeaways from Experience:

- Everyone is frustrated
- Everyone cares about the community
- Everyone wants to do "the right thing"
- Everyone wants success
- COVID separated us a lot-became disconnected
- Activity coordinator needed
- More people starting to do activities
- Continue Coffee exercise
- All have to go in the same direction (community Collectiveness)
- Diversity vs. Alignment
- Finding Common Ground
- Activity coordinator needed
- It's not as hard as we think
- How many people look up to elected officials
- Night of Excellence to celebrate people

- Don't overextend yourself in terms of volunteering
- Finding out people have shared frustrations
- Frustration and chaos between all spears that needs to be resolved
- How bad we are with time management
- certain people want change for the better and want positive changes
- The knowledge and good ideas some people have in the "100 cups" sessions
- People working against each other instead of together
- Lots of passionate people in the community

Ideas for Action:

- Make them Feel Needed
- Offer Social Nights, Offer Classes
- FCSS has started (youth council)
- Use phone/app, website
- Communication
- Communicate Ideas
- People at the lodge say they are forgotten, No Bulletin Board in Hospital to put flyers
- How do you attract investors in property?
- What do other communities offer? Waskatenau built an apartment
- Regional Newsletter would be great
- Fund one project at a time then move on to the next one
- Who will replace as others retire?
- Save old school/gym to use as a recreation centre
- Mending Past Grudges
- Intergenerational remote gatekeepers
- Welcome new people/ideas
- Have Directory of clubs that exist
- Make welcome packages that includes town information and resources
- Potluck supper every couple of months

One Change to Gain Momentum:

- Continue coffee conversations
- Finding a project, focus, or goal to lighthouse on
- Engaging youth in our communities to become the next leaders
- Communication/Cooperation
- Find a "good news" news place to celebrate wins. (newsletter)
- Share resources with surrounding towns- all come together to make a regional newsletter
- Less negativity- More celebrations
- Acknowledge volunteers
- Duplication of FCSS-Pooling of resources
- Community Pride
- Celebrate the great things
- Set Common Goal
- Need a list of priorities
- Improve attitudes
- Growth-Find the right people
- Cooperation Between silos/groups

Carried.

Addition to the Agenda:

Yellowhead County's Request to Postpone the Alberta Provincial Election

615-23: Fenerty

That Smoky Lake County write a letter to local MLA: Glen van Dijken, Athabasca-Barrhead-Westlock Constituency, to request the 2023 Provincial Election be postponed, in response to the letter received from Yellowhead County, dated May 10, 2023, calling on all Albertans, mayors and reeves across Alberta to contact their MLAs to request the Alberta Provincial Election, scheduled For May 29, 2023, be postponed.

Carried.

13. Next Meeting(s):

Schedule County Council Committee of the Whole Meeting

616-23: Cere

That the next Smoky Lake **County Council Committee of the Whole Meeting for the purpose of Planning**, be scheduled for June 19, 2023 at 10:00 a.m. 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 Meetings

617-23: Cere

That the next Smoky Lake County Council Regular Meetings, be confirmed and/or scheduled for:

Thursday, June 1, 2023, at 9:00 a.m.,

Thursday, June 29, 2023, at 9:00 a.m.,

Thursday, August 3, 2023, at 9:00 a.m.,

Wednesday, August 23, 2023, at 9:00 a.m.,

Thursday, September 7, 2023, at 9:00 a.m.,

Thursday, September 28, 2023, at 9:00 a.m.,

Thursday, October 12, 2023, at 9:00 a.m., and

Thursday, October 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.

One Member of the Media entered Council Chambers, time 1:15 p.m.

5. Public Hearing:

County Council Meeting Recessed

The Smoky Lake County Reeve announced the Council Meeting recessed, time 1:15 p.m.

VIRTUAL PUBLIC HEARING:

Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12

1.0 Opening

The Virtual Public Hearing was **called to order at 1:15 p.m.** by the Reeve, Lorne Halisky in the presence of all Council members, Chief Administrative Officer, Assistant Chief Administrative Officer, and Recording Secretary, as well as in the virtual presence of the Planning and Development Manager, Planning Technician, Community Peace Officer, Communications Officer, Interim Agricultural Fieldman and **3 members of the public, and 1 member of the Media.**

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. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12.

Gene Sobolewski, Chief Administrative Officer, left Council Chambers, time 1:24 p.m.

2.0 Staff Presentation

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

BACKGROUND:

- On March 16, 2023, Smoky Lake County Council adopted Motion #424-23: *“That Smoky Lake County’s Administration brings forward a Municipal Development Plan (MDP) amendment relating to major alternative energy considerations,*

based in-part on information obtained through Parkland County, and others.”

- During its research and preparation of this amendment, administration determined that a concurrent amendment to the County’s Land Use Bylaw was necessary to ensure that the amendment made to the MDP was consistent with the Land Use Bylaw as is required by the *Municipal Government Act*.
- The proposed changes to the **Municipal Development Plan** are as follows:
 - Inclusion of policies supporting alternative/renewable energy projects provided that they do not compromise high-quality agricultural lands;
 - Inclusion of policies relating to integrated watershed management, including support for the completion of the North Saskatchewan Regional Plan;
 - Inclusion of policies supporting the protection of important/sensitive environmental features within the County; and
 - Inclusion of policies seeking the preparation of sub-watershed management plans for areas around highly-developed lakes within the County.
- The proposed changes to the **Land Use Bylaw** are as follows:
 - Removal of existing definitions for solar and wind energy collection systems developments;
 - Addition of new definitions for Alternative Energy Systems, both commercial and personal scale, for solar, wind and geothermal developments;
 - Removing existing provisions for solar and wind energy collection developments and replacing them with more detailed and robust provisions/requirements for both commercial and personal scale Alternative Energy Systems;
 - Addition of requirement to conduct public consultation/engagement for commercial scale Alternative Energy Systems developments;
 - Addition of policies relating to decommissioning of commercial scale Alternative Energy Systems developments;
 - Addition of policies relating to the information/technical studies required when submitting an application for a Development Permit for both commercial and personal scale Alternative Energy Systems developments; and
 - Removal of existing solar and wind energy collection development from each land use District and adding commercial and personal scale Alternative Energy Systems developments as Discretionary Uses in appropriate land use Districts.
- Proposed Bylaw No. 1436-23 received First Reading on April 13, 2023.
- A Notice has been posted on the County’s website since April 14, 2023 and has also appeared on the County’s social media platforms, on April 19, 2023, and been advertised in the Redwater Review, the week of April 19, 2023 & April 26, 2023, in accordance with Section 606 of the Municipal Government Act and Smoky Lake County policies and Bylaws.
- This Hearing has been scheduled to obtain public input on proposed Bylaw No.1436-23 in accordance with Section 216.4 of the Municipal Government Act.

Gene Sobolewski, Chief Administrative Officer, entered Council Chambers, time 1:28 p.m.

3.0 Public Presentations Via Written Submissions

There were 2 written submissions received as follows:

From: Richard Haas <[REDACTED]>
Sent: Monday, April 24, 2023 9:35 AM
To: Kyle Schole <kschole@smokylakecounty.ab.ca>; Gwen Krawczyk <[REDACTED]>
Cc: Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: RE: Proposed Bylaw 1436-23

Hi Kyle,

Thank you for the invite and making me aware of the upcoming public input.

I do plan to attend virtually, and will likely speak on behalf of my project partners, and industry as a whole.

While I've not done a thorough review of the proposed bylaw, a couple things that immediately jumps out to me that warrant further discussion are:

Public Consult:

Great prescriptive requirements! This is clear and appreciated – it would be nice if more municipalities did this.

Financial Security:

I recognize the bylaw states "may require"; however, project applicants are required to comply with legislative requirements pertaining to decommissioning and reclamation. Project lands are subject to the Environmental Protection and Enhancement Act, RSA 2000 c E-12, the Conservation and Reclamation Regulation, Alta Reg 115/1993, and the Conservation and Reclamation Directive for Renewable Energy Operations. Section 137 of the EPEA requires operators to conserve and reclaim "specified land," which is defined to include land that is being or has been used or held for or in connection with the construction, operation or reclamation of a renewable energy operation. Project decommissioning and reclamation are subject to provincial legislation and regulations, and current legislation does not require renewable power plant approval applicants or approval holders to provide a financial security upon municipal request and to my understanding, a municipal government has no legislative means to collect and hold these funds. I can only speak to solar, but it may be worthwhile to discuss how solar projects are typically reclaimed and the relatively low risk of abandonment.

Glare:

There is currently no adopted legislation for assessing the impacts of glare for solar energy development in Alberta or Canada, and standardized guidance only specifies what receptors to include in an assessment. The AUC have released an update to Rule 007 that states that solar glare assessment reports must include receptors within 800m from the boundary of the project and aerodromes within 4,000m from the boundary of the project. Glare is categorized into three thresholds (low potential for after-image, potential for after-image, potential for permanent eye damage), as such, not all glare is harmful (wet roads while driving, view over a lake on a sunny day, etc. producer higher glare than a solar array). The modelling software used by glare consultants does not have the abilities to consider existing or future mitigation (ie. screening), and WILL likely result in predicted glare at some receptors. Solar modules are specifically designed to absorb light rather than reflect it. Moreover, most modules are now manufactured with anti-reflective coatings that help further mitigate the intensity of reflections. I would

strongly propose rephrasing section 21 to state "...located such that predicted glare on receptors can be mitigated to a low risk for minimum annual hours).

Density:

What is the objective here? This is typically something that will be dictated by wire service providers constraints and a prevailing AUC decision.

Noise:

I do not feel the 60dB limit during construction is practical. It is reasonable during steady state activities and long durations; however, it is extremely prohibitive for installation of driven pile foundations. The noise produced from pile driving is a "strike" lasting a short period of high intensity, for a relatively short period of time during construction. There are alternate foundation types that could be installed with less noise (screw piles, ballast foundations), but that will result in an economic disadvantage for project developers, making Smokey Lake a less competitive market to project owners to invest. The AUC Rule 012 governs noise, and construction falls under an exemption for the noise consideration, where Rule 012 considers operational noise in greater depths and construction noise is not specifically modelled for consideration. I'm not sure what the solution is here, but I feel there should be a path to permit acceptable deviations for short periods of time. Good applicants should address this with adjacent residents and offer to schedule activities during day hours to minimize disruption, and offer to provide hearing protection.

Let @Gwen Krawczyk and I know if your team would like to meet to discuss anything in greater detail prior to the public input session. Or if there's anything specific I must do to speak that day.

Richard A. Haas
Managing Partner
Richard A. Haas
Managing Partner

Cell - [REDACTED]

Address 16011 116 Ave NW #200, Edmonton, AB T5M3Y1

Web ohara.partners

Mountain Standard Time (UTC-6:00)



I Support Inclusion | I Stand Against Racism

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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 **Bylaw No. 1436-23**.

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 for attending and declared the Public Hearing for **Bylaw No. 1436-23**, closed, time **1:38 p.m.**

One Member of the Media left Council Chambers, time 1:38 p.m.

County Council Meeting Reconvened

The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Halisky, time **1:39 p.m.**, in the presence of all Council members (with Councillor Serben present virtually), the Chief Administrative Officer, Executive Services Clerk, Finance Manager, and virtual presence of the Planning & Development Manager, Planning Technician, GIS Operator, Communications Officer, Natural Gas Manager and 2 Members of the Public.

7. Request for Decision (continued):

Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12

618-23: Cere

That Smoky Lake County Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12, be given SECOND READING.

Carried.

Moved by Councillor Fenerty that Smoky Lake County Council defer 3rd reading of Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12, third reading **be deferred to the next meeting of Council**, in accordance with the referral requirements of various Intermunicipal Development Plans (IDPs).

Carried.

6. Municipal Planning Commission:

Nil.

8. Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

11. Information Releases:

Nil.

12. Financial Reports:

Nil.

15. ADJOURNMENT:

619-23: Gawalko

That the Smoky Lake County Council Meeting of May 11, 2023, be adjourned, time 1:41 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.a

Topic: Proposed Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement

Presented By: Kyle Schole, Planning Technician, Planning & Development Services

Recommendations:

1. That Smoky Lake County does NOT give Second Reading to Bylaw 1422-22: Subdivision and Development Appeal Board. (i.e., defeat Second Reading).
2. That Smoky Lake County give First Reading to AMENDED Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement.
3. That Smoky Lake County give Second Reading to AMENDED Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement.
4. That Smoky Lake County give Unanimous Permission for Third Reading to Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement.
5. That Smoky Lake County give Third and Final Reading to Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement.
6. That Smoky Lake County appoint Christine Hansen, Grant Gillund, and Gary Henry of Smoky Lake County, Amy Cherniwchan of the Town of Smoky Lake, and Jerry Melnyk of Lamont County as Board Members, and Kyle Schole as a Clerk, for the Intermunicipal Subdivision and Development Appeal Board (ISDAB) in accordance with Bylaw 1447-23, upon coming into force.

Background:

The County must maintain a Subdivision and Development Appeal Board (SDAB) under Part 17 of the MGA, which also enables or provides for establishment of an Intermunicipal SDAB (ISDAB). This requirement is currently fulfilled by Bylaw 1347-19, which replaced Bylaw 995-95.

In December 2022, Council gave First Reading (**203-22: Serben**) to a revised SDAB Bylaw 1422-22 in was fundamentally intended to expand the membership of the Board which is presently limited to five (5) individuals, with quorum at three (3).

A larger membership provides greater flexibility to convene Hearings, avoid conflicts of interest and be nimble, which provides greater certainty for economic development.

Administration has identified approximately six ADDITIONAL trained Board Members from Neighboring communities who have expressed a willingness to be cross appointed.

The County's SDAB typically hears an appeal about once per year. This does not provide a lot of experience for our Board Members or Chairperson.

Additionally, to be eligible to sit for a Hearing, Members must maintain appropriate training in accordance with the Municipal Government Act (MGA) Part 17, the Subdivision and Development Regulation 84/2022, and Ministerial Order MLS:019/18.



Request for Decision (RFD)

Many of the County's Board Members are also cross appointed to the Town and Village SDABs which are currently individually established as well.

However, while work on SDAB Bylaw 1422-22 was underway, Administration realized that this would be a prudent time to entertain establishing an Intermunicipal SDAB, as provided for under the Act.

So, in March 2023, County Council gave Notice of Intent (**425-23: Fenerty**) under the Smoky Lake Regional ICF Bylaw 1365-20, under which an ISDAB is identified as a 'future project' per Section 4.10.5.

County Administration has met several times with Legal, and the CAOs of the Town and Villages to refine the ISDAB Agreement Bylaw 1447-23 which is now before Council for consideration of Three Readings.

- Costs of an appeal to the ISDAB would continue to be borne by the jurisdiction within which the appeal originates.
- The County's existing SDAB Bylaw 1347-19 continues to be in effect until such a time that each partner has adopted the Bylaw and signed/entered the agreement.

Benefits: Certainty for economic development.

Disadvantages: Staff time.

Alternatives: Council may defeat the proposed Bylaws or defer a decision.

Financial Implications: There have been legal costs for developing the ISDAB Agreement, which have not yet been invoiced, but which will be accommodated within the Planning and Development regular budget in 2023.

Legislation:

1. Municipal Government Act (MGA) Part 17,
2. Subdivision and Development Regulation 84/2022,
3. Ministerial Order MLS:019/18

Intergovernmental: Nil.

Strategic Alignment: Proactive Planning.

Enclosure(s):

1. **Legislation (Municipal Government Act, Part 17, Sec. 627). ©**
2. **Regional ICF Bylaw 1365-20, Section 4.10.5: ISDAB a 'future project'. ©**
3. **Proposed Bylaw 1422-22 (to be discontinued/defeated). ©**
4. **Proposed Bylaw 1447-23: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement. ©**

Signature of the CAO: _____

A blue ink handwritten signature, appearing to be "J.M.", written over a horizontal line.



Request for Decision (RFD)

Enclosure #1 – Legislation

Municipal Government Act Part 17

Appeal board established

627(1) A council must by bylaw

(a) establish a subdivision and development appeal board, or

(b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board, or both.

(2) An intermunicipal subdivision and development appeal board is a subdivision and development appeal board for the purposes of this Part.

(3) Unless an order of the Minister authorizes otherwise, a panel of a subdivision and development appeal board hearing an appeal must not have more than one councillor as a member.

(4) The following persons may not be appointed as members of a subdivision and development appeal board:

(a) an employee of the municipality;

(b) a person who carries out subdivision or development powers, duties and functions on behalf of the municipality;

(c) a member of a municipal planning commission.

(5) A member of a subdivision and development appeal board may not participate in a hearing of the subdivision and development appeal board unless the member is qualified to do so in accordance with the regulations made under section 627.3(b).

RSA 2000 cM-26 s627;2016 c24 s94;2020 c39 s10(13)



Request for Decision (RFD)

Enclosure #2 – Regional ICF Bylaw 1365-20, Section 4.10.5: ISDAB a ‘future project’

Smoky Lake County
Bylaw No. 1365-20

4.10.5 PLANNING AND DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME
Intermunicipal Subdivision and Development Appeal Board/Training	Intermunicipal		Town of Smoky Lake Village of Vilna Village of Waskatenau Smoky Lake County	
Joint Development Officer	Municipal		Smoky Lake County Town of Smoky Lake	
Joint Subdivision and Development Appeal Board (SDAB)	Municipal		Town of Smoky Lake Village of Vilna Village of Waskatenau Smoky Lake County	
MuniSight GIS Agreement	Intermunicipal	MuniSight	Town of Smoky Lake Village of Vilna Village of Waskatenau Smoky Lake County	

BYLAW NO. 1447-23

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW

BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD FOR SMOKY LAKE COUNTY, THE TOWN OF SMOKY LAKE, THE VILLAGE OF WASKATENAU, AND THE VILLAGE OF VILNA

WHEREAS, section 627 of the *Municipal Government Act* authorizes a municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board;

AND WHEREAS the Council of Smoky Lake County deems it necessary to establish an intermunicipal subdivision and development appeal board to hear subdivision and development appeals within the municipal boundaries of Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau, and the Village of Vilna;

NOW THEREFORE the Council of Smoky Lake County duly assembled enacts as follows:

TITLE:

1. This Bylaw may be cited as the “**Intermunicipal Subdivision and Development Appeal Board Bylaw**”.

ESTABLISHMENT:

2. Smoky Lake County is authorized to enter into an agreement with the Village of Vilna, Village of Waskatenau, and Town of Smoky Lake, to establish an Intermunicipal Subdivision and Development Appeal Board (the “Board”) and provide for the:
 - (a) hearing of subdivision and development appeals within the boundaries of the municipalities;
 - (b) function and duties of the Board; and
 - (c) procedure and conduct of the Board and its members.

ELECTRONIC HEARINGS:

3. For the purposes of the Board, “Electronic Means” means participation using a virtual platform such as Zoom or other virtual platform approved by the Board, whereby the individual attending virtually can hear, can be clearly heard, and can be clearly seen when speaking.
4. The Board may hold hearings in-person, by Electronic Means or using a hybrid of in-person and Electronic Means, as determined by the Board.

5. If the Board is holding a hearing using Electronic Means or using a hybrid, the notice of hearing shall include information on how individuals who wish to participate by Electronic Means can access the hearing and make submissions.
6. If the Board is holding a hearing using Electronic Means or using a hybrid, the notice of hearing shall include information on where information publicly available for the hearing will be available.

GENERAL:

7. This Bylaw repeals and replaces Bylaw No. 1347-19.
8. This Bylaw comes into force when it has received third and final reading and has been duly signed.

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2023.

With unanimous consent for Third Reading, this _____ day of _____, 2023.

READ a third and final time this _____ day of _____, 2023.

Reeve

Chief Administrative Officer

**INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD
AGREEMENT**

AN AGREEMENT DATED THIS _____ DAY OF _____, 2023

BETWEEN:

SMOKY LAKE COUNTY

- and -

TOWN OF SMOKE LAKE

- and -

VILLAGE OF WASKATENAU

- and -

VILLAGE OF VILNA

(collectively, the "**Municipalities**")

WHEREAS, section 627 of the *Municipal Government Act* authorizes municipalities to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS, the Councils of the Municipalities have determined it is appropriate to establish an Intermunicipal Subdivision and Development Appeal Board for the purpose of hearing appeals from decisions made by the subdivision authority and development authority of each respective Municipality;

NOW THEREFORE in consideration of the promises, mutual terms, conditions and covenants to be observed and performed by each of the parties, the Municipalities agree as follows:

DEFINITIONS

1(1) In this Agreement:

- (a) "**Act**" means the *Municipal Government Act* and its regulations;
- (b) "**Board**" or "**Intermunicipal Subdivision and Development Appeal Board**" means the appeal board established by the Municipalities by this Agreement under section 627(1)(b) of the Act;
- (c) "**Clerk**" means the individual appointed to be the clerk of the Board;
- (d) "**Council**" means the individual Council of each Municipality;

- (e) **“Electronic Means”** means participation using a virtual platform such as Zoom or other virtual platform approved by the Board, whereby the individual attending virtually can hear, can be clearly heard, and can be clearly seen when speaking.
 - (f) **"Member"** means a member of the Board; and
 - (g) **“Municipality” or “Municipalities”** means any Municipality that is a party to this Agreement.
- (2) All other terms used in this Agreement shall have the same meaning as in the Act.

ESTABLISHMENT

- 2(1) The Intermunicipal Subdivision and Development Appeal Board is hereby established.
- (2) The Board has all the powers, duties and responsibilities of a subdivision and development appeal board under the Act.
- (3) The Board Procedures and Rules of Conduct as set out in **Schedule "A"** and **Schedule "B"** are incorporated into and form part of this Agreement.

FUNCTION AND DUTIES

- 3(1) The Board shall hear all subdivision and development appeals of the Municipalities in accordance with this Agreement and Division 10 of Part 17 of the Act.
- (2) The Board cannot hear any matters that must be decided by the Land and Property Rights Tribunal.

MEMBERSHIP

- 4(1) The Board shall consist of no less than five Members and more than ten Members.
- (2) Each Municipality shall appoint, by resolution of Council, no more than the following number of Members:
 - (a) Smoky Lake County shall appoint three to five Members;
 - (b) Town of Smoky Lake shall appoint two to three Members;
 - (c) Village of Waskatenau shall appoint one to two Members; and
 - (d) Village of Vilna shall appoint one to two Members.

- (3) Members must be 18 years or older and a resident of the Province of Alberta. Each Municipality shall make reasonable efforts to attract candidates with qualifications, skills, and experience which will assist the Board in determining the appeals before it.
- (4) No person shall be appointed as a Member of the Board who is a Councillor of a Municipality, an employee of a Municipality, carries out subdivision or development powers, duties and functions on behalf of a Municipality, or is a member of a municipal planning commission of a Municipality.
- (5) A Member ceases to be a Member if:
 - (a) the Member ceases to be a resident of the Province of Alberta;
 - (b) the Member becomes an employee of or a Councillor for any of the Municipalities; or
 - (c) the Member is removed from the Board by a resolution of Council.
- (6) Each Municipality has the right to rescind the appointment of a Member, at their sole discretion.
- (7) If a Municipality's appointed Member has their membership rescinded, resigns for any reason, or ceases to be a Member, that Municipality may appoint a new Member by resolution of Council.
- (8) Members shall adhere to the Board Procedures as set out in **Schedule "A"** and the Rules of Conduct as set out in **Schedule "B"**.
- (9) Only Members who are qualified in accordance with the Act may participate in Board hearings. Members must participate in training programs approved by the Minister of Municipal Affairs in accordance with the Act.
- (10) In the event there are insufficient Members for a hearing, the Clerk may recruit trained subdivision and development appeal board members from outside the boundaries of the Municipalities (an "**Alternate Member**"). An Alternate Member's appointment shall be:
 - (a) ratified by a resolution of the Council of Smoky Lake County;
 - (b) limited to a specific hearing; and
 - (c) terminated automatically at the conclusion of the specific hearing to which the Alternate Member was appointed.

TERM OF APPOINTMENT

- 5(1) The term of appointment for a Member shall be three years.

- (2) Regardless of the date of appointment, a Member's term of appointment shall expire on December 31st of the last year of the Member's term of appointment.
- (3) Members may be reappointed by resolution of Council for one or more additional terms.
- (4) A Member may resign from the Board by sending written notice to the Clerk and the Municipality that appointed the Member.

CLERK

- 6(1) The Chief Administrative Officer for Smoky Lake County shall appoint an employee of Smoky Lake County as the Clerk and the Chief Administrative Officer for one of the other Municipalities, as agreed upon by the Municipalities, shall appoint an employee of that Municipality to act as an alternate Clerk.
- (2) The Clerk shall participate in training programs approved by the Minister of Municipal Affairs in accordance with the Act.
- (3) The responsibilities of the Clerk are as follows:
 - (a) ensure all statutory requirements of the Board are met;
 - (b) inform all parties of the appeal hearing in accordance with the Act;
 - (c) inform all affected parties of the appeal hearing in accordance with the Act;
 - (d) compile all necessary documentation for distribution to the Members;
 - (e) attend all Board hearings;
 - (f) make and keep a record of the proceedings, which may be in the form of a summary of the evidence presented, and retain all exhibits, including all written submissions to the Board;
 - (g) communicate decisions of the Board in accordance with the Act; and
 - (h) such other matters as the Board may direct.
- (4) If the Board decides to conduct a hearing by Electronic Means or a hybrid of in-person and Electronic Means, the Clerk shall ensure the notice of hearing includes the following information:
 - (a) how individuals who wish to participate by Electronic Means can access the hearing and make submissions; and
 - (b) where information publicly available for the hearing will be available.

MEMBER REMUNERATION

- 7 Members shall be reimbursed \$180.00 per hearing day. A hearing day shall be no more than 7 hours.
- 8 Members may make a claim for mileage at \$0.58/km. Members must submit mileage claims to the Clerk within 5 days of the close of the hearing.

APPEAL FILING

- 8(1) Notices of appeal must be filed with the Clerk at the Smoky Lake County office.
- (2) A notice of appeal is not complete and will not be accepted without payment of the appeal fee.

ADMINISTRATION FOR HEARINGS

- 9(1) The fee for an appeal is \$250.00.
- (2) If a written withdrawal of the appeal is received by the Clerk prior to notifications of the appeal hearing being sent out, \$200.00 of the appeal fee will be refunded to the person who paid the appeal fee.
- (3) Board hearings will be held in the Municipality from where the appeal originates at a location as determined by the Municipality and advertised in accordance with the Act.
- (4) The Municipality from where the appeal originates will provide any additional administrative resources required for the Board hearings.

TRAINING COSTS

- 10(1) The costs of training the Clerk and Members, including reasonable travel, mileage, meals, and accommodations, shall be paid by shall be equally shared by the Municipalities.

HEARING COSTS

- 11(1) The Municipality from which an appeal originates shall pay all Board costs and expenses related to the appeal, including the following:
 - (a) Member remuneration;
 - (b) Member reimbursement for meals and mileage, if any;
 - (c) Clerk reimbursement for meals and mileage, if any;
 - (d) all administrative costs and expenses incurred in holding a hearing, including any facility rental costs; and

- (e) any legal fees, including legal fees for legal counsel for the Board, if legal counsel is retained.
- (2) The Municipality from which the appeal originates shall be invoiced by the Municipality which employs the Clerk for the costs of the Clerk, including pre-hearing duties, attending the hearing, and post-hearing duties. Invoices must be paid within 30 days of the date of the invoice.
- (3) The Clerk may, in consultation with the Chief Administrative Officer of the Municipality from where the appeal originates, retain legal counsel on behalf of the Board for a particular appeal.
- (4) If a Board decision is appealed to the Court of Appeal, the Municipality from which an appeal originates shall be responsible for all costs associated with the appeal.

DISPUTE RESOLUTION

12(1) In the event of a dispute regarding this Agreement, the Chief Administrative Officers of the Municipalities shall meet to consider the matter. A majority decision of the Chief Administrative Officers shall be final and binding on the Municipalities.

GENERAL

- 13(1) Should any Municipality wish to withdraw from this Agreement, they may do so by serving written notice of their intent to withdraw on each Municipality providing no less than 60 days' notice.
- (2) If an appeal is filed during the 60-day notice of intent to withdraw, the 60 day clock stops on the date of the notice of appeal and restarts when a decision is issued on the appeal.
- (3) This Agreement may be signed in counterparts that, when taken together, constitutes a fully signed and legally binding Agreement.

IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below:

SMOKY LAKE COUNTY

TOWN OF SMOKY LAKE

Per: _____
Mayor

Per: _____
Mayor

Per: _____
Chief Administrative Officer

Per: _____
Chief Administrative Officer

VILLAGE OF WASKATENAU

VILLAGE OF VILNA

Per: _____
Mayor

Per: _____
Mayor

Per: _____
Chief Administrative Officer

Per: _____
Chief Administrative Officer

SCHEDULE "A"

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD PROCEDURES

DEFINITIONS

- 1 In addition to the terms defined in the Agreement and the Act, the following definitions apply to this Schedule:
 - (a) **"Administration"** means a member or members of administration from the Municipality;
 - (b) **"Appellant"** means a person who, pursuant to the Act, has filed a notice of appeal with the Board;
 - (c) **"Applicant"** means the person, who has applied for a permit or approval, and whose permit or approval is being appealed;
 - (d) **"Board"** means the Board established by the Municipalities by this Agreement and includes Panels;
 - (e) **"Chair"** means a Member appointed to chair a Panel;
 - (f) **"Closed Session"** means the part of the Board hearing that is closed to the public in accordance with section 197(2.1) of the Act; and
 - (g) **"Panel"** means the specific panel of Members assigned to hear a specific appeal.

APPLICATION

- 2 These procedures shall apply to all hearings of the Intermunicipal Subdivision and Development Appeal Board.

HEARING PANEL AND CHAIR

- 3(1) The Board shall hold hearings as necessary to consider and decide appeals in accordance with the Act.
- (2) Hearings will be heard by the Board in panels of three Members.
- (3) Panels shall have all the same powers, duties and responsibilities of the Board.
- (4) When a hearing is required in accordance with the Act, the Clerk shall canvass Members for availability. Reasonable efforts will be made to assign Members to the Panel who are not from the Municipality from where the appeal originates.
- (5) The Members of a Panel shall select a Chair.

- (6) The Chair shall be responsible for the conduct of the hearing and for ensuring the hearing is conducted in a fair and impartial manner, in accordance with the rules for such hearings as set out in the Act and the rules of natural justice.
- (7) Two or more Panels may conduct separate hearings simultaneously.

DECISIONS OF THE PANEL

- 4(1) A decision of the Panel is deemed to be a decision of the Board.
- (2) Only Members present for the entire hearing shall participate in the making of a decision on any matter before the Panel. The Clerk shall not participate in making a decision on any matter before the Panel.
- (3) If a hearing is recessed for any reason following the submission of evidence, the hearing may be recessed to the next or other date when all original Members of the Panel are available. Only Members present at the original hearing shall render a decision of the matter.
- (4) The Panel shall issue a written decision together with the reasons for the decision in accordance with the Act.
- (5) An order, decision, approval, notice or other thing made, given or issued by the Panel shall be signed by the Chair or, in the Chair's absence, another Member of the Panel who heard the matter as designated by the Chair in writing.

GENERAL APPEAL PROCEDURES

- 5(1) The Board shall consider and decide subdivision and development appeals and section 645 Stop Order appeals which have been properly filed with the Municipality in accordance with the Act.
- (2) The Board shall give notice of the hearing in accordance with the Act.
- (3) The Board shall make available for public inspection prior to the hearing all relevant documents and materials respecting the appeal.
- (4) The Board shall hear from parties in accordance with the Act.
- (5) Any information previously submitted to a Municipality's subdivision or development authority will not be considered by the Board unless resubmitted for the hearing. The author of the submission must be identified on the document.
- (6) The Board shall hear appeals in public, but it may at any time recess and deliberate in Closed Session.
- (7) If the Board requires further technical information, legal opinions, or other assistance, the Board may recess the hearing pending receipt of such information.

- (8) Electronic or similar recording devices shall not be used during the hearing by anyone in attendance except the Clerk.
- (9) Prior to advertising the hearing date, a preliminary request to adjourn the hearing may be made by the Appellant, the Applicant or Administration, in writing to the Clerk. This request may also address filing timelines.

ELECTRONIC HEARINGS

- 6(1) The Board may hold hearings in-person, by Electronic Means, or using a hybrid of in-person and Electronic Means.
- (2) If the Board is a hearing by Electronic Means or using a hybrid, individuals who wish to attend by Electronic Means must register with the Clerk in advance and provide their full name.
- (3) Individuals who wish to attend by Electronic Means are solely responsible for ensuring their connection is secure, reliable and clear.
- (4) Individuals who wish to attend by Electronic Means and who wish to make submissions must confirm their identity and be visible during their submissions.
- (5) If the Applicant, Appellant, Development Authority or Subdivision Authority or their representative is attending by Electronic Means and the connection is lost, the Chair will recess the hearing. If the connection cannot be resolved, the Chair will adjourn the hearing to another time or another date and time.
- (6) Unless the hearing is held by Electronic Means only, Members are expected to attend hearings in-person.
- (7) Members may only attend by Electronic Means in unusual or extraordinary circumstances with the prior consent of the Chair.
- (8) If a Member has permission to attend by Electronic Means, the Member must ensure their Electronic Means are secure, reliable and clear and they must maintain visual connection for the entire hearing.
- (9) If the connection with the Member attending by Electronic Means is lost, the Chair will recess the hearing to allow for reconnection. If the connection cannot be resolved, the Chair will adjourn the hearing to another time or another date and time.
- (10) Prior to Closed Session, the Members must confirm they are in a secure setting where the discussion cannot be overheard.

HEARING PROCEDURE

- 7(1) The Chair will call the hearing to order, ask the Clerk to introduce the matter and ask for a motion to open the hearing.
- (a) The Clerk will confirm that the notice of appeal has been provided to all parties in accordance with the Act.
 - (b) The Chair will introduce the Members on the Panel and outline how the hearing will be conducted.
 - (c) The Chair will ask if anyone objects to any Member of the Panel hearing the appeal.
 - (d) Administration or their representative will outline the matter under appeal and make submissions.
 - (e) The Applicant or their representative, if different from the Appellant, will make their submissions, if any.
 - (f) The Appellant or their representative will make submissions, if any.
 - (g) The Chair will then call upon any persons in favour of the appeal and who are entitled to be heard by the Board in accordance with the Act to speak. The Board reserves the right to abbreviate repetitious oral submissions.
 - (h) The Chair will then call upon any persons opposed to the appeal and who are entitled to be heard by the Board in accordance with the Act to speak. The Board reserves the right to abbreviate repetitious oral submissions.
 - (i) The Chair will then call upon the Applicant to provide closing comments, if any.
 - (j) The Chair will then call upon Administration to provide closing comments, if any.
 - (k) The Chair will then call upon the Appellant to provide closing comments, if any.
 - (l) Members may ask presenters questions through the Chair at any time during the hearing.
 - (m) The Appellant, Applicant and Administration or their representatives may ask questions, through the Chair, of each other prior to closing comments.
 - (n) Once Members have asked all questions, the Chair will close the hearing.
 - (o) The Board may deliberate and make its decision in Closed Session.

- (p) The Board may, at any time, modify or adjust the foregoing procedure as required to comply with the Act and the rules of natural justice.

SUBMISSION OF APPEAL MATERIALS

- 8(1) All presentation submissions, including written submissions, must be provided to the Clerk at least 5 days before the hearing date. Notwithstanding the foregoing, the Board retains the discretion to accept late submissions.
- (2) The use of slides, maps, videos, photographs and power point presentations are allowed and these materials along with any written submissions will become the property of the Board as exhibits to the hearing and will not be returned.
- (3) The Chair, in consultation with the Clerk, may set alternate timelines for providing submissions, including staggered timelines for submissions by each party.
- (4) All materials submitted to the Board will be made public.

CONDUCT AT HEARINGS

- 9(1) Members of the public in attendance at a hearing shall:
 - (a) address the Board through the Chair;
 - (b) maintain order and decorum; and
 - (c) not applaud or otherwise interrupt any speech or action of the Members or any other person addressing the Board.
- (2) The Chair may order members of the public who disturb or act improperly at a hearing by words or actions to be removed or disconnected. The Chair may request assistance from a Peace Officer to remove the individual.
- (3) Persons addressing the Board shall give their full name, location of residence or business, indicate whether they are speaking on their own behalf or on behalf of others, indicate whether they are for or against the appeal, and address the Chair when responding to questions or providing information.
- (4) A person who does not identify themselves will not be given the opportunity to address the Board.

MEMBER CONDUCT

- 10(1) A Member wishing to speak at a hearing shall obtain the approval of the Chair before speaking.
- (2) When a Member or member of the public is addressing the Chair, every other Member shall:
 - (a) remain quiet and seated;

- (b) not interrupt the speaker except on a point of order;
- (c) not carry on a private conversation; and
- (d) not cross between the speaker and the Chair.

SCHEDULE "B"

BOARD MEMBER RULES OF CONDUCT

PECUNIARY INTEREST AND BIAS

- 1(1) No Member shall participate in the hearing of any matter before the Board in which that Member has a pecuniary interest.
- (2) For the purposes of determining whether a Member has a pecuniary interest in the matter before the Board, all provisions of section 170 of the Act shall apply, substituting the term "Member" for the term "Councillor".
- (3) No Member shall participate in the hearing of any matter before the Board in which that Member has an actual or perceived bias for or against the Appellant, Applicant or any parties that appear before the Board.
- (4) Where a Member has a pecuniary interest in the matter before the Board, or an actual or perceived bias for or against the Appellant, Applicant or any parties that appear before the Board, that Member shall disclose that interest or bias to the Board and Clerk as soon as possible and remove himself/herself from participating as a Member in the hearing of the appeal.

GENERAL MATTERS

- 2(1) Members shall not discuss any matter under appeal with any party to that appeal or any other persons outside of the formal hearing process nor shall Members conduct any independent investigations of matters under appeal outside the formal hearing process.
- (2) Members shall keep matters discussed in Closed Session and legal advice provided to the Board confidential, except where required to disclose that information by law.
- (3) Members shall attend all Board hearings to which they are assigned and Members shall make every effort to diligently prepare in advance for hearings.
- (4) Members shall make every effort to actively participate in the hearing, deliberation and decision-making process on all appeals to which they have been assigned.
- (5) Members shall conduct themselves in a professional manner and treat all parties, including the Clerk and other Members, with dignity and respect.
- (6) Members shall perform their functions and duties in a conscientious and diligent manner.
- (7) Where a Municipality becomes aware of a breach of these rules by a Member, Council for the Municipality from where the Member is appointed may review

the facts and make a determination as to whether the Member, in the sole opinion of Council, has breached the rules and if so, Council may rescind the Member's appointment.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.b

Topic: Proposed Bylaw 1437-23: amending Land Use Bylaw 1272-14 - Hamlet Chickens, and Proposed Bylaw 1438-23: Animal Control

Presented By: Planning & Development Services AND Enforcement Services

Recommendation:

- 1) That Smoky Lake County give First Reading to Bylaw 1437-23 Amending Land Use Bylaw (LUB) 1272-14 and advertise and schedule a Public Hearing for a future Council Meeting.
- 2) That Smoky Lake County give First Reading to Animal Control Bylaw 1438-23.

Background:

In Fall 2021, Smoky Lake County undertook a Public Participation opportunity, dealing with Lake RVs, Urban Chickens, and Dark Skies. That What We Heard Report is **attached**.

Since that time, the County has hired a Bylaw Officer, enhancing our ability to conduct enforcement.

The existing Land Use Bylaw (LUB) dating from 2014 currently tries to regulate the keeping of animal units and restricts keeping any chickens within hamlets.

- In April 2023, Planning & Development Services prepared a Land Use Bylaw Amendment which would require a statutory Public Hearing prior to considering its adoption.
- In May 2023, Enforcement and Protective Services prepared an accompanying Animal Control Bylaw for Council's consideration.

Benefits: Freedom of choice, and appropriate enforcement tools.

Disadvantages: Staff time.

Alternatives: Council may defeat First Reading of the proposed bylaws or differ a decision.

Financial Implications: If First Reading is given, advertising costs are anticipated to be about \$184+gst x 2 weeks which is normally covered within the Planning & Development regular Budget. Additional public education and informational resources would be an extra cost.

Legislation: Part 17, Municipal Government Act, M-26 RSA 2000

Intergovernmental: Nil.

Strategic Alignment: Proactivity in Development

Enclosure(s):

- **Fall 2021 What We Heard Report (Chickens Portion) © Attachment 1**
- **Proposed Bylaw 1437-23 Amending Land Use Bylaw (LUB) 1272-14 © Attachment 2**
- **Proposed Hamlet Chickens Bylaw 1438-23 © Attachment 3**
- **CTV News Article from March 8, 2023 - Jailbird, Edmonton Man chooses to get locked up during fight to keep backyard chickens. © Attachment 4**

Signature of the CAO: 

'What We Heard' Report: **Hamlet Chickens, Lake Lot RVs, & Dark Skies**



July 28, 2021

**Smoky Lake County Committee of the Whole
Planning & Development Services**

INTRODUCTION

Project Context

During the winter & spring of 2021, Smoky Lake County has been exploring possibilities of changes to the Land Use Bylaw dealing with several areas:

- 1) Potentially allowing the keeping of chickens in hamlets.
- 2) How to better address management of Recreational Vehicles (RVs) at Lake Lots.
- 3) Pursuing Dark Sky designation.

Rather than proceed directly to making bylaw amendments, County Council decided to engage the public for input and considerations in these three areas.

During the months of June/July 2021, an Open House and Survey series was conducted, the results of which this report summarizes for Council's consideration.



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.



Courtesy of Explore Edmonton

METHODOLOGY

Advertising on social media (Facebook)

- Reach of 2,216 people. (i.e., who saw the ad and/or the Facebook Event least once.)
- Engagements of 192 (i.e., number of likes, shares, comments, etc.).
- Link-click rate of 163 (i.e., number who specifically clicked the Ad thru to the website at least once)



Direct Mail

Notice was also sent in the June/July Gas Bills to 1,500 addresses!

Open Houses

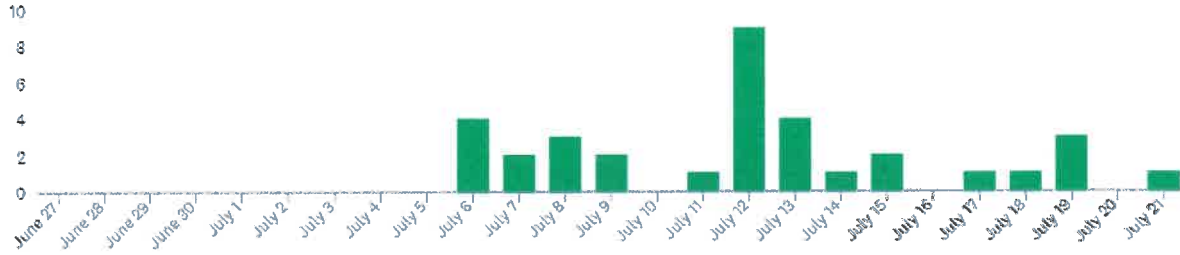
Urban Chickens: Monday July 12th at 5pm,
Lake Lot RVs: Tuesday July 14th at 5pm, and
Dark Skies: Wednesday July 20th at 5pm.



Each Open House was recorded and posted to YouTube, the County's Website, and social media for on-demand viewing.

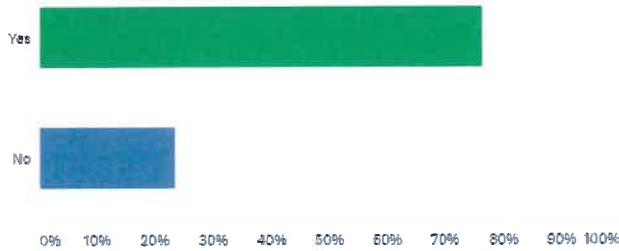
Hamlet Chickens - Survey Results

Reply rate: Open House Date July 12



Are you aware that under the current Smoky Lake County Land Use Bylaw, it is not possible to keep chickens in a hamlet?

Answered: 34 Skipped: 0



ANSWER CHOICES

- ▼ Yes
- ▼ No

TOTAL

RESPONSES

76.47%

23.53%

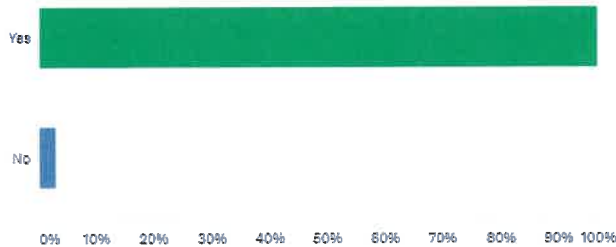
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Are you aware that many other rural and urban communities allow for residents to keep chickens in a residential environment, such as the Cities of Edmonton, and Strathcona County?

Answered: 34 Skipped: 0



ANSWER CHOICES

- ▼ Yes
- ▼ No

TOTAL

RESPONSES

97.06%

2.94%

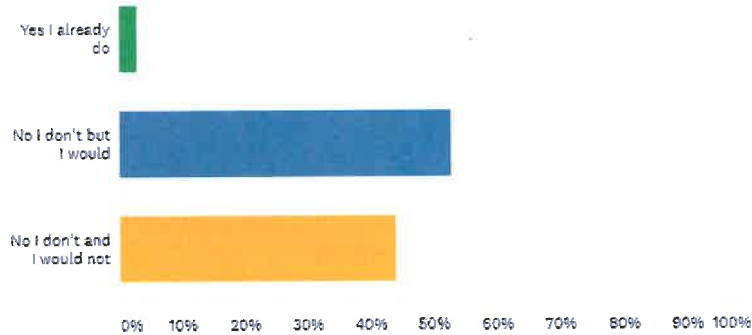
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34

Do you personally already, or would you be interested in keeping a limited number of chickens in a hamlet?

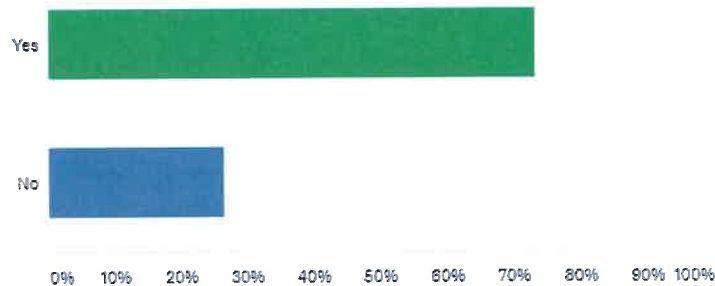
Answered: 34 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes I already do	2.94%	1
▼ No I don't but I would	52.94%	18
▼ No I don't and I would not	44.12%	15
TOTAL		34

Should a permit be required to keep a limited number of chickens in a hamlet? This would allow the County to impose certain conditions.

Answered: 34 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Yes	73.53%	25
▼ No	26.47%	9
TOTAL		34

Do you have any concerns or management issues you would want to specifically see addressed if the keeping of chickens in a hamlet were to be allowed?

- *No concerns. Most people care for their animals without government interference. Like cats and dogs.*
- *I know some places say you can keep up to 4 hens but no Rooster. If you have neighbors close by I think that is fair.*
- *Enforcement of bylaws and strict control of chicken houses in order to make sure animal mess and noises are kept within approved parameters*
- *I personally don't want chickens or chickens beside me And if there is to be chickens it should be limited to no more then 4. And no hens. And who wants them must notify the neighbor and if they don't want them. Then there should be a process for the neighbor to refuse the chickens living beside them*
- *Proper care and containment.*
- *Chickens are for farms*
- *Many. Smell, noise, bylaw enforcement, disposal of poop, disposal of dead chickens, safety with children poking at them, security for chickens and their health.*
- *None. That is what farmland is for.*
- *This should be strictly on a farmer's yard only.*
- *Limit numbers of Hens and Rooster*
- *Chicken coups do smell*
- *I would like the following to be considered: no more than 3 or 4 chickens be kept at any given time, no roosters be allowed, and, depending on the population of the hamlet, that limits be set as to how many chickens in total can be in the hamlet (no more than 9 chickens in total), and that there would be some regulations set up so that the coops are kept clean (and ensure that someone is checking up on that on a regular basis). The health of the residents of the hamlet is important! I still would rather that chickens not be allowed at all.*
- *The only limitation should be on the restriction of a rooster. The hens are quiet and peaceful and won't cause any noise issues for neighbours, even in groups of more than 4-6. A rooster is not required for egg production.*
- *Keeping chickens in an enclosed space without roosters to keep noise levels down if there are neighbours nearby.*
- *Limit number and require certain minimum cage sizes, noise reduction strategies*
- *Odor control*
- *Maybe roosters because of crowing*
- *We had a person with chickens in Sandy Lane Park/Mons Lake a few*

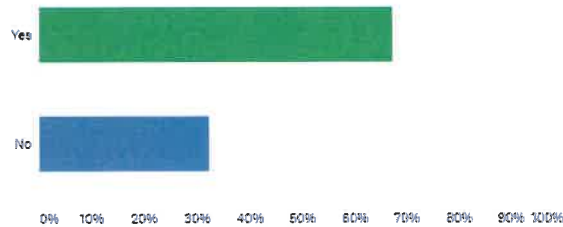
years ago and go the County to ban them in a RECREATIONAL AREA WITH LOTS UNDER 5 ACRES. tHOSE CHICKEN BROUNG COYOTES INTO THE SUBDIVISION ANDTHE NOISE AND SMELL WAS BAD. PLEASE

DO NOT ALLOW THEM ON LOTS UNDER 5 ACRES. THANAKS.

- Amount allowed
- there should be a limit depending on the lot size

Should residents of county hamlets be permitted to keep a limited number of chickens?

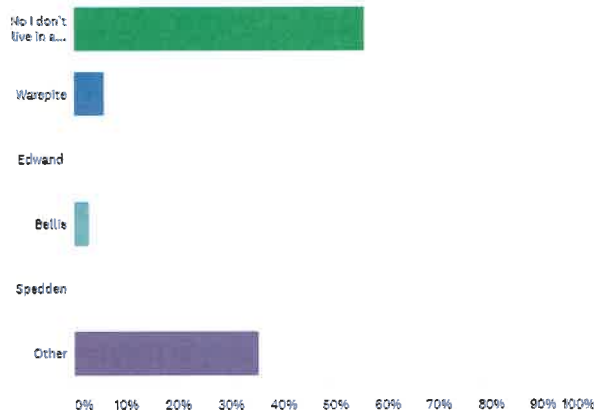
Answered: 34 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	67.65%	23
No	32.35%	11
TOTAL		34

Do you live in a hamlet? If yes, where?

Answered: 34 Skipped: 0



ANSWER CHOICES	RESPONSES	
No I don't live in a hamlet	55.88%	19
Warspite	5.88%	2
Edward	0.00%	0
Bellis	2.94%	1
Spedden	0.00%	0
Other	35.29%	12
TOTAL		34

Are there other land use issues unrelated to chickens that you would like to see addressed or be consulted on in the future?

- I believe that the amount of chickens should correlate with amount of space. I live on 4.82 acres within the hamlet and should be allowed more chickens than someone on a lot.
- Enforcement of current bylaws.
- Front yard gardens should be allowed and encouraged

COMMENTS MADE DIRECTLY ON FACEBOOK AD

- *Chickens are a fantastic idea, especially for going 'green'. They will reduce yard maintenance and provide natural pest control.*
- *If the chickens are allowed to free range within the persons yard, (dependant on yard and flock size of course), mowing would not be necessary.*
- *They are amazing for pest control- anything from flies, grasshoppers, moths, even mice and frogs.*
- *Just make sure they can't get in your flower beds 😊.*
- *There's actually very few downsides to allowing 'urban' chickens, and there really shouldn't be any issues passing this bylaw change.*

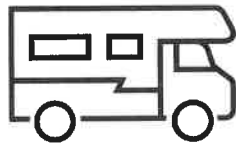
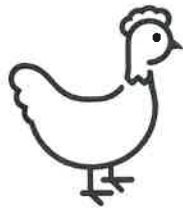


CONCLUSION



General results from Public Participation indicate that:

- 1) A true consensus in relation to RVs at lake lots is unlikely, however, there is appetite for:
 - a. Better enforcement of existing rules
 - b. Allowing larger lots to have additional RVs
- 2) Residents are comfortable with allowing the keeping of a limited number of chickens in a hamlet setting.
- 3) Residents are comfortable in pursuing dark sky designation status.
 - The Royal Astronomical Society of Canada Edmonton Branch recommends starting with a smaller area and if successful, expanding the designation later.



**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1437-23**

A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of Amending Land Use Bylaw (LUB) 1272-14 as it relates to Hamlet Chickens.

WHEREAS Council has adopted Smoky Lake County Bylaw 1272-14 to be the Land Use Bylaw;

WHEREAS it is deemed expedient to amend Bylaw 1272-14 as set out in Section 692 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS a Public Hearing has been held pursuant to Section 230 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS said Public Hearing has been advertised pursuant to Section 606 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

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

1. Title

- a. This Bylaw may be cited as: 'Land Use Bylaw 1272-14 and amendment for Hamlet Chickens.'

2. Smoky Lake County Land Use Bylaw 1272-14 is hereby amended:

- a. **The following is struck:**

Section 7.19 PET KEEPING, LIVESTOCK AND KENNELS

1. *The total number of domestic pets shall be in conformity with the County's Animal Control Bylaw.*
2. **No animals other than domestic pets shall be allowed:**
 - A. *on lots located within the Multi-lot Country Residential (R1) and Residential (Cluster) Conservation (R2) Districts, located within the Garner Lake, Mons Lake, Bonnie Lake, Whitefish Lake and/or Hanmore Lake Area Structure Plan Areas on parcels less than or equal to 2.03 ha (5.0 ac.) in area; and*
 - B. *on lots located within Hamlet General (HG) District on parcels less than or equal to 2.03 ha (5.0 ac.) in area.*
3. **Additional livestock units shall be allowed:**
 - A. *on lots located within the Multi-lot Country Residential (R1) and Residential (Cluster) Conservation (R2) Districts, located within the Garner Lake, Mons Lake, Bonnie Lake, Whitefish Lake and/or Hanmore Lake Area Structure Plan Areas on parcels greater than 2.03 ha (5.0 ac.) in area; and*
 - B. *on lots located within Hamlet General (HG) District on parcels greater than or equal to 2.03 ha (5.0 ac.) in area*

In accordance with the following:

Animal Unit Calculation

* Effecting lots in the HG District and lots within the R1 and R2 Districts located within the Gamer Lake, Mons Lake, Bonnie Lake, Whitefish Lake and/or Hanmore Lake Area Structure Plan Areas

Residential Parcel Size		Allowable Number of Animal Units
Residential Parcel Size Requirements		Allowable Number of Animal Units
0-2.05 hectares	(0 – 5.0 ac.)	0
2.06 - 2.42 hectares	(5.1 - 5.99 acres)	1
2.43 - 4.04 hectares	(6.0 - 9.99 acres)	2
4.05 hectares or greater	(10.0 acres or greater)	3*

*Plus - the number of animal units permitted for that portion of the parcel in excess of 4.05 hectares (10.0 acres).

Example: 8.08 hectares (20.0 acres) = 3+3=6 total animal units.

3. The keeping of animals not in accordance with **Section 6.20(3)** shall only be allowed upon issuance of an approved development permit, in those circumstances considered exceptional or unique by the Municipal Planning Commission.
5. For the purposes of this Section, "one animal unit" means the following:
 - (A) 1 horse, donkey, mule or ass (over one year old);
 - (B) 2 colts up to one year old;
 - (C) 1 llama, alpaca;
 - (D) 2 ostrich, emu, or other ratite;
 - (E) 1 cow or steer (over one year old);
 - (F) 2 calves up to one year old;
 - (G) 3 pigs;
 - (H) 15 chickens;
 - (I) 10 ducks, turkeys, pheasants, geese or other similar fowl;
 - (J) 3 sheep or goats; or
 - (K) 20 rabbits or other similar rodents.
6. The keeping of more than two (2) dogs on any lot, whether the dogs are being bred or boarded, shall be allowed at the discretion of the Development Authority only in those Districts where kennels are listed as a discretionary use in this Bylaw.
7. The maximum number of dogs to be kept on-site in each of the above Districts shall be at the discretion of the Development Authority.
8. In determining the number of dogs, pups less than six months of age shall not be included.
9. An exercise area shall be provided for each dog as follows:
 - A. breeds weighing 16 kg (35 lbs.) or less - at least 2.3 sq. m. (25.0 sq. ft.) per dog; and
 - B. breeds weighing more than 16 kg (35 lbs.) - at least 4.6 sq. m. (50.0 sq. ft.) per dog.
10. No building or exterior exercise area to be used to accommodate the dogs shall be allowed within 25.0 m (82.0 ft.) of any lot line of the lot for which an application is made.
11. All exterior exercise areas (runs) shall be enclosed with an acceptable fence with a minimum height of 1.8 m (6.0 ft.).
12. All dogs in kennels shall be kept within buildings or a fenced area at all times when not leashed.
13. All dog facilities shall be cleaned on a daily basis, and all feces shall be stored in an enclosed container and disposed of in a sanitary manner.
14. Pens, rooms, exercise runs, and holding stalls shall be soundproofed where possible to the satisfaction of the Development Authority.
15. A separate air extractor system shall be provided in the animal shelter or holding area where heating and air conditioning is necessary.
16. All facilities and kennel operations shall be in compliance with the applicable Provincial regulations.

17. *All development permits issued shall be subject to cancellation if any of the above requirements, or any other condition of the development permit, is not followed.*

b. And the same is replaced and renumbered with:

PET KEEPING AND KENNELS

1. *The keeping of domestic pets shall be accordance with the County's Dog Control and/or Animal Control Bylaw(s), as amended.*
2. *Subject to the County's Animal Control Bylaw:*
 - a. *The keeping of non-domestic dogs on any lot, whether the dogs are being bred or boarded, shall be allowed at the discretion of the Development Authority only in those Districts where kennels are listed as a Discretionary Use in this Bylaw.*
 - b. *The maximum number of dogs to be kept on-site in each of the above Districts shall be at the discretion of the Development Authority.*
 - c. *In determining the number of dogs, un-weaned pups of less than six months of age shall not be included.*
 - d. *An exercise area shall be provided for each dog as follows:*
 - i. *breeds weighing 16 kg (35 lbs.) or less - at least 2.3 sq. m. (25.0 sq. ft.) per dog; and*
 - ii. *breeds weighing more than 16 kg (35 lbs.) - at least 4.6 sq. m. (50.0 sq. ft.) per dog.*
 - e. *No building or exterior exercise area to be used to accommodate the dogs shall be allowed within 25.0 m (82.0 ft.) of any lot line of the lot for which an application is made.*
 - f. *All exterior exercise areas (runs) shall be enclosed with an acceptable fence with a minimum height of 1.8 m (6.0 ft.).*
 - g. *All dogs in kennels shall be kept within buildings or a fenced area at all times when not leashed.*
 - h. *All dog facilities shall be cleaned on a daily basis, and all feces shall be stored in an enclosed container and disposed of in a sanitary manner.*
 - i. *Pens, rooms, exercise runs, and holding stalls shall be soundproofed where possible to the satisfaction of the Development Authority.*
 - j. *An air circulation or extractor system shall be provided in the animal shelter or holding area where heating and air conditioning is necessary.*
 - k. *All facilities and kennel operations shall be in compliance with the applicable Provincial regulations.*
3. *In the case of a conflict between this Land Use Bylaw and the County's and/or Animal Control Bylaw(s), the latter shall prevail.*

c. Section 1.7 INTERPRETATION/DEFINITIONS is amended by adding and renumbering the following:

“Kennel” or Boarding/Breeding Facility means the breeding or boarding of dogs, excluding un-weaned pups in return for remuneration or kept for the purposes of sale.

d. The following Districts are amended to include ‘Kennel’ as a Discretionary Use:

*Section 8.2 – Agriculture General (AG) District
Section 8.3 – Victoria Agriculture (AI) District
Section 8.7 – Hamlet General (HG) District*

Section 8.8 – Highway Commercial (C1) District

3. Severability

- a. If any portion of this Bylaw is found to be invalid, the remaining portions remain in effect.

4. Effect

- a. This Bylaw takes effect upon Third Reading.

5. Amendment

- a. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act* R.S.A. 2000, c. M-26, as amended.

READ a First Time this ____ day of _____, **AD 2023.**

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

A Statutory Public Hearing having been held this _____ day of _____, **AD 2023.**

READ a Second Time this _____ day of _____, **AD 2023.**

READ a Third and Final Time this _____ day of _____, **AD 2023** and finally passed by Council.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1438-23**

A Bylaw of Smoky Lake County, in the Province of Alberta to provide for the keeping and care of animals in Smoky Lake County.

Whereas, the Council of Smoky Lake County may, pursuant to the provisions of the Municipal Government Act, 2000, Chapter M-26 with amendments thereto, establish a bylaw respecting domestic animals and activities in relation to them and the enforcement of bylaws made under this or any other enactment; and

Whereas, Council has deemed it desirable to put into effect a process whereby the control of domestic animals can be enforced to ensure the safety, health and welfare of people and animals;

Now Therefore, Council of Smoky Lake County, in the Province of Alberta, duly assembled, enacts as follows:

1. Short title

1.1 This bylaw may be cited as the Animal Control Bylaw.

2. Definitions

(a) **“Agriculture General (AG) District”** means those areas defined under the County’s Land Use Bylaw to permit and regulate development within the prescribed district.

(b) **“Victoria Agriculture (A1) District”** means those areas defined under the County’s Land Use Bylaw to permit and regulate development within the prescribed district.

(c) **“Agricultural land”** means the land upon which an agricultural operation operates;

(d) **“Bylaw Enforcement Officer”** means

- i) Any member of the Royal Canadian Mounted Police.
- ii) Any Community Peace Officer.

Bylaw No. 1438-23

- iii) Bylaw Enforcement Officer appointed as per the County's Bylaw Enforcement Officer Bylaw, as amended from time to time.
 - iv) The Chief Administrative Officer of the County or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw.
- (e) **“Coop”** means a fully enclosed, weatherproof structure and attached outdoor chicken run utilized for the keeping of chickens;
- (f) **“Council”** means the Council for Smoky Lake County.
- (g) **“County”** means Smoky Lake County.
- (h) **“Domestic Pet”** means a dog, a cat or any other animal that is tamed or domesticated and is kept as a companion or for assistance and is under the control of a human and does not include any type of farm animal.
- (i) **“Domestic Pig”** is a large, domesticated, even-toed ungulate that traces its ancestry to the wild boar.”
- (j) **“Fowl”** means a bird of any kind including domestic and exotic birds.
- (k) **“Hamlet General (HG) District”** means those areas defined under the County's Land Use Bylaw to permit and regulate development within the Hamlets of Bellis, Edward, Spedden and Warspite.
- (l) **“Hen Keeper”** means a person having any right of custody, control, or possession of an Urban Hen(s).
- (m) **“Livestock”** means livestock (excepting wild boars) as defined in the Agricultural Operation Practices Act.
- (n) **“Pot bellied Pig”** is any breed of small pigs originating in southeastern Asia and having a straight tail, potbelly, swayback and black, white or black and white coat.
- (o) **“Poultry”** means domestic birds kept in captivity for the production of eggs, meat and other by-products.
- (p) **“Residential Use”** means a development comprising a single detached dwelling, manufactured home or other residential building located on a parcel

Bylaw No. 1438-23

used for residential uses and uses accessory to residential uses. The dwelling may be occupied permanently or seasonally.

(q) **“Rooster”** means a male chicken.

(r) **“Urban Hen”** means a female chicken.

(s) **“Violation Tag”** means a tag or similar document issued by the County pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended.

(t) **“Violation Ticket”** means a ticket issued pursuant to Part 2 or Part 3 of the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34, as amended and regulations thereunder.

3. Exemptions

3.1 This bylaw shall not apply to Agriculture General (AG) or Victoria Agriculture (A1) districts.

3.2 This bylaw shall not apply to the ownership of domestic dogs and cats.

4. Property Animal Restrictions

4.1 The keeping of all animals is subject to the regulatory provisions of this Animal Control Bylaw and the Smoky Lake County Dog Control Bylaw.

4.2 No livestock except for dogs, cats, and a maximum of 2 pot bellied pigs or other such domestic pets shall be kept on lots less than 1.2 hectares (3.0 acres) in size.

4.3 Notwithstanding 4.2, Urban Hens, with the exclusion of Roosters, may be kept on Hamlet General (HG), parcels less than 1.2 hectares (3 acres) in size, subject to the following regulations:

(a) A minimum of two (2) Urban Hens must be kept and shall not exceed four (4) Urban Hens on site;

(b) Hen Keepers must comply with all Provincial regulations around the keeping of Urban Hens;

(c) Hen Keepers of Urban Hens must reside on the parcel where the Urban Hens are being housed;

Bylaw No. 1438-23

(d) Coops must be built to Provincial standards and meet all requirements for accessory buildings under the Land Use Bylaw;

(e) Coops shall be in the rear yard only and must be setback a minimum of 3 metres (9.8 feet) from the side and rear property boundaries;

(f) The Urban Hens cannot be free range, the Hen Keeper must ensure that by keeping chickens they are not unreasonably interfering with the use and enjoyment of neighbouring properties - this includes disturbance from noise and or odour. Regular cleaning and proper disposal of waste is required;

(g) Hen Keepers shall make themselves available and their coops available for inspection on a reasonable request from provincial authorities and/or a Bylaw Enforcement Officer.

4.4 On Hamlet General (HG) parcels 1.2 hectares (3.0 acres) or larger in size, the maximum allowable livestock quantities shall be determined by animal units as defined below:

<u>Number of Animals Equivalent</u> <u>Type of Livestock</u>	<u>To One Animal Unit</u>
Cow/Steer (plus calves up to 12 months)	1
Sheep (plus lambs up to 6 months)	5
Goat (plus kids up to 6 months)	5
Horse (plus foal up to 12 months)	1
Poultry: Urban hen, quail, pheasant and turkey	10
Rabbit plus kits up to 2 months	15

The maximum allowable livestock quantities shall be determined by lot sizes as defined below:

<u>Lot Area</u>	<u>Maximum Number of Animal Units</u>
1.21 ha (3.00 ac) - 2.42 ha (5.99 ac)	3 animal units
2.43 ha (6.00 ac) – 3.23 ha (7.99 ac)	5 animal units
3.24 ha (8.00 ac) and over	7 animal units

4.5 Subject to section 4.4, any person who houses any type of livestock, must construct suitable fencing to ensure the livestock remains within the confines of the property.

5. Penalties

5.1 Any person who contravenes a provision of this bylaw is guilty of an offence and is liable to penalty as set out in **Schedule "A": Fines and Penalties**.

6. Violation Tags and Tickets

6.1 A Bylaw Enforcement Officer is authorized and empowered to issue a Violation Tag to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

6.2 A Violation Tag may be issued:

- (a) personally, or
- (b) by mailing a copy of the Violation Tag to the person at their last known mailing address.

6.3 The Violation Tag shall state:

- (a) the name of the person; and
- (b) the offence; and
- (c) the appropriate penalty for the offence as set out in the Schedule "A": Fines and Penalties section, as amended from time to time;
- (d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
- (e) any other information as may be required by the Bylaw Enforcement Officer.

6.4 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by the Bylaw Enforcement Officer, provided however, that no more than one Violation Tag shall be issued for each day that the contravention continues.

6.5 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the County, the penalty specified on the Violation Tag.

6.6 If the penalty specified on the Violation Tag is not paid within the prescribed time period then a Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2

Bylaw No. 1438-23

or Part 3 of the *Provincial Offences Procedure Act, S.A. 2000, c. P-34*, as amended from time to time.

6.7 Notwithstanding anything in this Bylaw, a Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to Part 2 or Part 3 of the *Provincial Offences Procedure Act, S.A. 2000, c. P-34*, as amended from time to time, to any person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

7. Effect

7.1 This bylaw shall come into effect upon the final passing thereof.

8 Severability

8.1 Should any provision of this Bylaw be invalid, then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

READ a First Time this ____ day of _____, **AD 2023**.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

READ a Second Time this ____ day of _____, **AD 2023**.

READ a Third and Final Time this ____ day of _____, **AD 2023** and finally passed by Council.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

Bylaw No. 1438-23

SCHEDULE "A"

Fines and Penalties

Any person who contravenes any of the provisions within Bylaw No. 1438-23 is guilty of an offence and is liable to pay a fine as follows:

<u>ITEM DESCRIPTION</u>	<u>Violation Tag Fine Amount</u>
First offence	\$100.00
Second offence	\$200.00
Third and any subsequent offence	\$500.00

WATCH LIVE: Foreign Affairs Minister Joly and Intergovernmental Affairs Minister Leblanc face questions

EDMONTON | News

Jailbird: Edmonton man chooses to get locked up during fight to keep backyard chickens



Sean Amato
CTV News Edmonton
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Updated March 8, 2023 7:19 p.m. MST
Published March 8, 2023 5:00 p.m. MST

Share



An animal lover in the Alberta capital has agreed to surrender his hens to authorities but only after spending three days in the slammer and several more in court.

"The judge says that they will seize my chickens and [they will] probably have a chicken soup on my behalf," a disappointed Ivan Dacko said Wednesday on his way out of Edmonton Law Courts.

"Today my chickens are one years old. Happy birthday to my ladies and it just happens to be International Woman's Day, so I believe they are kinda woman to the chicken population."

The half-dozen hens, for now still in his yard in east Edmonton, are unlicensed.

RELATED STORIES

- **Man plans to fight fine issued for disturbing wildlife in Banff National Park**
- **Homeowner fights for backyard chicken coops**
- **City considers allowing residents to have backyard chicken coops**

Dacko, a retired electrician, said he hatched the birds exactly one year ago.

He has a two-storey coop behind his house and says he's being environmentally friendly by collecting eggs, feeding the chickens table scraps and spreading the manure in his garden.

He applied to become part of the city's urban hens program shortly after getting them but his application was denied. Dacko was later fined \$500 after refusing to give the birds away.



Ivan Dacko shows his backyard chicken coop to CTV News Edmonton on March 8, 2023. (Darcy Seaton/CTV News Edmonton)

Dacko decided not to pay or hire a lawyer, and was sentenced to time in the Edmonton Remand Centre.

He said his protest was good fun for accused murderers, drug dealers and speeders.

RELATED IMAGES

said, 'Six chickens. I'
ood laugh for the



to do it again
Ivan Dacko with his backyard hens in Edmonton on March 8, 2023. (Darcy S



In this supplied photo, Ivan Dacko (blue jacket) can be seen riding his bike in Banff National Park in June, 2016. Supplied.

Wednesday's ruling gives him 10 days to find the hens a new home or the city will pluck them from his property.

He's giving up in this game of chicken, but didn't promise not to do it again.

"I'm very disappointed, but I will obey with their order," Dacko said.

"Maybe rabbits or quails will be the next one. Or maybe pigeons, I don't know what really bothers them."

Dacko's neighbours, meanwhile, have complained numerous times about odours and submitted videos of chickens leaving his property, a city spokesperson told CTV News Edmonton.

His initial application was also incomplete, she stated.

"Animal control officers have made numerous attempts to gain compliance from Mr. Dacko since last April however he has remained unwilling to comply," Chrystal Coleman wrote in a statement.

"Given the history of non-compliance, statements of intent not to comply with the bylaw in the future and concerns



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.c

Topic: Major Alternative Energy Bylaw 1436-23

Presented By: Planning & Development Services

Recommendation(s): That Smoky Lake County Council give Third and Final Reading to Major Alternative Energy Bylaw No. 1436-23, as amended, which amends Land Use Bylaw (LUB) No. 1272-14 and Municipal Development Plan Bylaw No. 1249-12.

Background:

The proposed amendments to the Land Use Bylaw and Municipal Development Plan Bylaw are **not** intended to be anti-alternative energy, merely to improve the County's ability to contribute to their proper planning, the well-being of the environment, to foster the economic development of the municipality, and develop and maintain safe and viable communities.

It should also be noted that the County's jurisdiction/authority over largescale alternative energy projects (solar/wind/geothermal) is limited by Section 619 and Section 620 of the Municipal Government Act.

Under several of the County's Intermunicipal Development Plans (IDPs) with our neighbors, certain Land Use Bylaw Amendments must be circulated for a period ranging from 15 to 30 days. For proposed Bylaw 1436-23, this occurred on April 19 (i.e., closed May 19, 2023).

At the Public Hearing of May 11, 2023, two written responses were received, from County of St. Paul No. 19, and from O'Hara Partners.

Several minor proposed changes since Second Reading and Public Hearing are provided within the document as attachment.

Upon passage of Bylaw 1436-23, Administration will cause a new consolidation of the Land Use Bylaw and Municipal Development Plan Bylaw to be published in accordance with S.69 of the MGA.

History:

March 16, 2023, Smoky Lake County Council Meeting:

423-23: That Smoky Lake County's Reeve, on behalf of Council, send a letter to the province (Ministers and Deputy Ministers), Alberta Utilities Commission (AUC), and Natural Resources Conservation Board (NRCB), in relation to preservation of Agricultural Lands and reclamation of major alternative energy projects. **Carried.**

424-23: That Smoky Lake County's Administration brings forward a Municipal Development Plan (MDP) amendment relating to major alternative energy considerations, based in-part on information obtained from Parkland County, and others. **Carried.**



Request for Decision (RFD)

April 4, 2023, Smoky Lake County Council Meeting:

485-23: That Smoky Lake County Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 and Municipal Development Plan Bylaw No. 1249-12, for the purpose of Amending Municipal Development Plan (MDP) Bylaw No. 1249-12 with provisions dealing with major alternative energy developments, be given FIRST READING, as amended; and advertise a Public Hearing in conjunction with the May 11, 2023 Council Meeting. **Carried.**

May 11, 2023, Smoky Lake County Council Meeting:

618-23: That Smoky Lake County Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12, be given SECOND READING. **Carried.**

619-23: Moved by Councillor Fenerty that Smoky Lake County Council defer 3rd reading of Bylaw No. 1436-23: Major Alternative Energy Bylaw, Amending Land Use Bylaw No. 1272-14 & Municipal Development Plan Bylaw No. 1249-12, third reading **be deferred to the next meeting of Council**, in accordance with the referral requirements of various Intermunicipal Development Plans (IDPs). **Carried.**

Benefits: Preservation of Agricultural Lands & Providing for Economic Development.

Disadvantages: Staff time, and a misimpression that the municipality is the ultimate decision-maker on items subject to AUC approval. (MGA S.619)

Alternatives: Council may defeat the proposed bylaw, make amendments, or differ a decision.

Financial Implications: \$183+gst x 2-weeks has been spent on newsprint advertising for a Public Hearing, accommodated within the regular P&D Services Budget.

Legislation: Part 17, Municipal Government Act, M-26 RSA 2000

Intergovernmental: Nil.

Strategic Alignment: Proactivity in Development

Enclosure(s):

- **Attachment #1** - Background and Summary of Changes ©
- **Attachment #2** - Amended Major Alternative Energy Bylaw No. 1436-23, amending Land Use Bylaw (LUB) No. 1272-14 and Municipal Development Plan Bylaw No. 1249-12 ©
- **Attachment #3** - NSWA Email

Signature of the CAO: 



Summary of Changes – Bylaw No. 1436-23

Municipal Development Plan Bylaw No. 1249-12

- Policies supporting alternative/renewable energy projects provided that they do not compromise high-quality agricultural lands;
- Policies relating to integrated watershed management, including support for the completion of the North Saskatchewan Regional Plan;
- Policies supporting the protection of important/sensitive environmental features within the County; and
- Policies seeking the preparation of sub-watershed management plans for areas around highly-developed lakes within the County

Land Use Bylaw No. 1272-14

- Removal of existing definitions for solar and wind energy collection developments;
- Addition of new definitions for Alternative Energy Systems, both commercial and personal scale, for solar, wind and geothermal developments;
- Removing existing provisions for solar and wind energy collection developments and replacing them with more detailed provisions/requirements for both commercial and personal scale Alternative Energy Systems;
- Addition of requirement to conduct public consultation/engagement for commercial scale Alternative Energy Systems projects;
- Addition of policies relating to decommissioning of commercial scale Alternative Energy Systems;
- Addition of policies relating to reclamation of commercial scale Alternative Energy Systems;
- Addition of policies relating to the information required when submitting an application for a Development Permit for both commercial and personal scale Alternative Energy Systems;
- Removal of existing solar and wind energy collection developments from each land use District and adding commercial and personal scale Alternative Energy Systems as Discretionary Uses in appropriate land use Districts.

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1436-23**

A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of Amending Municipal Development Plan (MDP) Bylaw No. 1249-12 with provisions dealing with major alternative energy developments.

WHEREAS Council has adopted Smoky Lake County Bylaw No. 1249-12 to be the Municipal Development Plan (MDP);

WHEREAS it is deemed expedient to amend Bylaw No. 1249-12 as set out in Section 692 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS a Public Hearing has been held pursuant to Section 216.4 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS said Public Hearing has been advertised pursuant to Section 606 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

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

1. Title

- a. This Bylaw may be cited as:

‘Smoky Lake County Major Alternative Energy, and Lake, Watershed, and Regional Planning Bylaw, Amending Land Use Bylaw No. 1272-14 and Municipal Development Plan Bylaw No. 1249-12.’

2. Smoky Lake County Municipal Development Plan Bylaw No. 1249-12 is hereby amended as follows:

- a. **By adding the following under Objective 3.2.3 (Alternative/Renewable Energy):**

Policy 3.2.3.3 The County supports the development of alternative/renewable energy industries as an economic generator and will support partnerships with industry and education institutions to establish energy pilot projects in Smoky Lake County.

Policy 3.2.3.4 The County promotes partnerships with industry to transition to alternative energy development by promoting the adaptive reuse of existing energy infrastructure, including previously disturbed lands and transmission networks.

Policy 3.2.3.5 The County encourages the microgeneration of renewable energy sources in all areas of the County, including the use of agricultural land for small scale production of renewable energy.

- b. **By adding the following under Section 3 General Objectives and Policies:**

Section 3.9 Integrated Watershed and Regional Planning

Objective 3.9.1 To support the completion of the North Saskatchewan Regional Plan.

Policy 3.9.1.1 The County will partner with the Government of Alberta, Indigenous communities, industry, non-government organizations and the public to ensure the protection of environmental features within and connected to Smoky Lake County.

Policy 3.9.1.2 The County supports and will participate in regional environmental planning initiatives such as the development of the North Saskatchewan Regional Plan (NSRP).

Objective 3.9.2 To support Lake and Watershed Management.

Policy 3.9.2.1 The County will participate in regional watershed alliance groups to support regional watershed planning initiatives and management plans.

Policy 3.9.2.2 The County will seek to protect, enhance, and restore the water quality and aquatic ecosystems in the region whenever possible by:

- i. retaining natural areas along waterbodies and watercourses;*
- ii. incorporating best practices to minimize soil erosion, to protect and enhance riparian zones and to conserve and enhance areas that contain habitat for federally or provincially listed plant or wildlife species; and*
- iii. conserving wetlands and establishing riparian setbacks around wetlands.*

Policy 3.9.2.3 The County shall seek to prepare Sub-Watershed Lake Plans for priority areas which are under pressure or stress, such as Smoky Lake, Hanmore Lake, Mons Lake, Bonnie Lake, Cache Lake, Garner Lake, and Whitefish Lake.

c. By adding the following under Section 8 Definitions:

Alternative/Renewable Energy Resources means energy generated from renewable natural sources such as wind, solar or geothermal process.

3. Smoky Lake County Land Use Bylaw No. 1272-14 is hereby amended as follows:

a. By removing the following definitions under Section 1.7 Interpretation/Definitions:

- i. Solar Array;*
- ii. Solar Energy Conversion System;*
- iii. Wind Energy Conservation System, Large;*

iv. *Wind Energy Conservation System, Micro; and*

v. *Wind Energy Conservation System, Small.*

b. **By adding the following definitions under Section 1.7 Interpretation/Definitions:**

i. *Alternative Energy, Commercial means any system, device or structure that is used to collect natural energy resources, such as the sun, wind, or geothermal, to generate thermal, electrical, or mechanical energy to use as an alternative to fossil fuels and other non-renewable resources. Typical examples are, but not limited to, commercial solar energy conversion systems, commercial wind energy conversion systems, and commercial geothermal energy conversion systems. A commercial alternative energy system is intended to provide power primarily for resale.*

Under this definition, and for the purposes of this Bylaw, an 'Alternative Energy System' may require an approval or authorization from the Alberta Utility Commission (AUC) as contemplated under Part 17, Division 1, Section 619 of the Municipal Government Act (MGA) RSA 2000 Ch. M-26, as amended.

Includes:

Geothermal Energy Conversion System, Commercial means a power generation facility consisting of any system, device or structure that utilizes a heat pump to warm or cool air by utilizing the constant temperatures of the Earth, to generate energy primarily for resale.

Solar Energy Conversion System, Commercial means a power generation facility consisting of active or passive solar panels and related facilities. This system is connected to the same substation or metering point used for the production of electrical power, and is primarily for resale.

Wind Energy Conversion System, Commercial means multiple wind energy systems developed to generate energy primarily for resale.

ii. *Alternative Energy, Personal means any system, device or structure that is used to collect natural energy resources, such as the sun, wind, or geothermal, to generate thermal, electrical, or mechanical energy to use as an alternative to fossil fuels and other non-renewable resources. Typical examples are, but not limited to, personal solar energy conversion systems, personal wind energy conversion systems, and personal geothermal energy conversion systems. A personal alternative energy system is intended to provide power for onsite consumption requirements, either on or off-grid, and may provide residual power to the grid but is not intended to produce power primarily for resale.*

Includes:

Geothermal Energy Conversion System, Personal means a power generation facility consisting of any system, device or

structure that utilizes a heat pump to warm or cool air by utilizing the constant temperatures of the Earth, to generate electrical power for onsite consumption requirements, either on or off-grid, and may provide residual power to the grid but is not intended to produce power primarily for resale.

Solar Energy Conversion System, Personal means a power generation facility consisting of active or passive solar panels and related facilities. It is intended to provide electrical power for onsite consumption requirements, either on or off-grid, and may provide residual power to the grid but is not intended to produce power primarily for resale.

Wind Energy Conversion System, Personal means a single wind energy conversion system developed to generate electrical power for onsite consumption requirements, either on or off-grid and may provide residual power to the grid but is not intended to produce power primarily for resale. The system and supporting structure is less than 25 m (82 ft.) in height.

- c. **By removing Section 7.35 Solar Energy Collection Systems.**
- d. **By removing Section 7.38 Wind Conversion Systems, Large.**
- e. **By removing Section 7.39 Wind Conversion Systems Micro.**
- f. **By removing Section 7.40 Wind Conversion Systems Small.**
- g. **By adding the following under Section 7 Special Provisions:**
 - i. **Commercial Alternative Energy (CAE) Development**

Jurisdiction

The Province of Alberta and its agencies. Regulates large scale /commercial energy projects. Under Sections 619 and 260 of the *Municipal Government Act (MGA)*, the County's regulatory role is very limited. The MGA (Sec. 619(2)) is very clear that "A license permit, approval or other authorization granted by the NRCB, ERCB, AER, AEUB or AUC prevails..." over "... any statutory plan, land use bylaw, subdivision decision or development decision..." of a municipality.

Purpose

The purpose of this Section is to establish local standards for Commercial Alternative Energy (CAE) developments, including but not limited to, solar, wind and geothermal, and other energy producing technologies whose purpose is to produce energy for the commercial market.

Provincial or Other Approvals

1. Where Provincial or Federal Government or other Agency approval has been received for a CAE, a copy of the said approval and supporting documents shall be submitted to the Development Authority. The supporting information provided to the Province, Federal Government or other Agency may be used to satisfy some or all of the requirements of the County.

Protection of Agricultural Lands

2. In compliance with the Agricultural Objectives (3.2.3) and Policies (3.2.3.3, 3.2.3.4, & 3.2.3.5) of the Municipal Development Plan:
 - a. the siting of an CAE should take place on lands considered to be low production, or on poor agricultural land; and
 - b. the use of high-quality agricultural soils should be discouraged.

General Requirements

3. A development permit application shall be made for every title upon which the CAE is proposed.
4. A site plan(s) shall be required for each title but a single, master set of supporting documents may be submitted for the overall project.

Public Consultation

5. Prior to the submission of a development permit application the applicant shall:
 - a. arrange and host at least one (1) open house or public meeting, in the general area of the site proposed for the CAE;
 - b. advertise the time, date, and place of the open house or public meeting:
 - i. in a newspaper circulating in the area of the proposed development, with the advertisement appearing a minimum of two (2) weeks in advance of the open house or public meeting, and
 - ii. mail a written notice of the time, date, and place of the open house or public meeting to all landowners within the area proposed for the development, and all landowners within 2 km (1.2 miles) of the boundary of the area proposed for the development;
 - c. the information provided at the open house or public meeting shall be all the information that would be required as part of a Development Permit application for the proposal;
 - d. Opportunities for questions and input from the public shall be allowed; and
 - e. A summary of the presentation and the public input shall be recorded and submitted to the Development Authority when applying for a development permit application.
6. If public consultation was held as part of the Provincial approval process, the Applicant may submit the details of that consultation to the County to satisfy the requirements of Section 7.35.5.

Commented [JRL]: Will need to correspond with the correct section of the LUB once the amendment is passed and renumbering occurs

Safety

7. All applications shall include:
 - a. an emergency response plan; and
 - b. a detailed safety plan identifying any special rescue needs for workers that is beyond the local emergency responders' equipment and training capability.
8. All applicable Safety Codes permits are required to be obtained.

Transmission Lines

9. All collector lines, (less than 69kV) on the site of a CAE generating electrical power, shall be underground, except where the Development Authority approves otherwise.

Colour and Finishes

10. The buildings, supporting structures, and accessory buildings shall be painted or coated in in non-reflective and non-glossy tones and / or colors which minimize the obtrusive impact of a CAE.
11. No brand names, lettering or advertising shall appear on buildings, towers, blades, support structures or accessory buildings and structures.
12. The lettering or imagery that may appear on the lowest 3 m (10 ft.) of a tower or building of a CAE are the manufacturer's identification and contact information, the operator's identification and contact information, emergency contact information, and municipal symbol.

County Standards

13. All roads, approaches, culverts, fences, or other County infrastructure to be replaced, constructed, upgraded, or reconstructed, shall be built to the County's standards current at the time of construction.

Noise

14. During construction, operation, and decommissioning the sound level from any CAE shall comply with the Smoky Lake County Noise Bylaw, or an approval or Rule of the Alberta Utility Commission (AUC), whichever is lower, as measured at the exterior of the closest inhabited Dwelling.
15. The CAE can utilize berms, deflectors, sound blankets, walls, vegetation, fences, buildings, or other sound mitigative measures or any combination of these items to achieve the sounds levels described in Section 7.35.14.

Referral

16. Prior to deciding upon an application for a CAE, the Development Authority may refer for the review, comment, and any input provided from any of the following entities:
- a. Alberta Utilities Commission;
 - b. Alberta Transportation;
 - c. Transport Canada;
 - d. NavCanada;
 - e. Alberta Electrical Systems Operator;
 - f. adjoining/adjacent municipalities (if the application area is within the Intermunicipal Development Plan boundary for a municipality); and
 - g. any other person, departments, agency, commission, or government the Development Authority deems necessary.

Decommissioning

17. Decommissioning and reclamation shall take place in compliance with the applicable provincial standards of the day the site is decommissioned. If no standards are in place at the time of a development permit application, the applicant shall provide a plan outlining how the site will be decommissioned and reclaimed to the site's predevelopment state as part of the Development Permit application. The decommissioning plan shall include information on the following:
- a. treatment of buildings, footings, foundations, structures, and wires;
 - b. reclamation of access roads, driveways, pathways, storm ponds, drainage systems, and other similar disturbances;
 - c. The type and suitability vegetation and / or ground cover to be planted and / or seeded;
 - d. Notice to be given to landowners and the County;
 - e. Containment of hazardous materials;
 - f. Site security;
 - g. Haul routes for disposal materials;
 - h. Control of noise, dust, particulates, and weeds; and
 - i. Discussion of the timetable for decommissioning the plan.

Financial Security

18. As a condition of development approval, the County may require financial security, in the form satisfactory to the Development Authority, to ensure the Reclamation / Decommissioning Plan is implemented and to cover assignment and bankruptcy. The condition may include a periodic review of the security to ensure the amount is sufficient to implement the Reclamation /Decommissioning Plan.

Discontinuance

19. Should an Alternative Energy Development discontinue producing power for a minimum of two consecutive years, or two cumulative years over a five-year period, the operator shall provide a report on the status of the System to the County. A review of the status report by the County may result in the request for the System to be

decommissioned. Failure to comply with a decommissioning request may result in the issuance of a stop order by the County in accordance with the provision of the Municipal Government Act

Commercial Solar Energy Conversion Systems Applications

20. Development Permit applications for a solar collector system shall be accompanied by the following information:
- a. a plan showing the location of overhead and / or underground utilities on or adjacent to the subject lands;
 - b. Location and identification of environmentally sensitive areas on the project lands;
 - c. A detailed site plan showing:
 - i. the titled parcel(s),
 - ii. the location of the system on the parcel(s),
 - iii. the required setbacks,
 - iv. existing structures, if any,
 - v. the existing or proposed approach(es), and,
 - vi. the orientation of the solar collectors.
 - d. The application shall also include details regarding:
 - i. the system type,
 - ii. number of structures,
 - iii. height of structures,
 - iv. energy process,
 - v. grid connection,
 - vi. rated output in megawatts,
 - vii. signage,
 - viii. public safety,
 - ix. security measures,
 - x. a site suitability analysis,
 - xi. topography,
 - xii. soil characteristics,
 - xiii. agricultural capability,
 - xiv. potential impacts on agricultural land,
 - xv. stormwater management plan,
 - xvi. surface drainage plan,
 - xvii. the results of the public consultation process,
 - xviii. weed control plan, and
 - xix. an environmental impact assessment prepared by a qualified professional demonstrating site suitability, impact mitigation and reclamation requirements.

Glare

21. Solar panels must be located such that they do not create intrusive glare trespass onto neighboring properties or public roadways, at the sole discretion of the Development Authority.

Projections

22. Solar collectors mounted to the roof of a building or structure shall not extend beyond the outermost edge of the roof.

Height and Setbacks

23. The maximum heights and setbacks of building mounted or ground mounted solar collection systems shall be subject to the height and setback requirements of the applicable Land Use District

Fire Protection

24. The spacing and height of solar collectors shall be designed to provide access for firefighting.

Density

25. The location of and maximum number of solar collectors per Title may be regulated by the Development Authority, in accordance with any approval of the Alberta Utility Commission (AUC) under the Municipal Government Act (MGA), as amended.

Commercial Wind Energy Conversion Systems Applications

26. An individual development permit application shall be submitted for each titled parcel.
27. Development Permit applications for a wind energy conversion system shall be accompanied by the following information:
- a. an accurate site plan showing and labeling the information outlined in this section and the location of overhead and / or underground utilities on or adjacent to the subject lands;
 - b. a digital version of the site plan showing the exact location and base elevation of each WECS in UTM coordinates with NAD datum, Zone X;
 - c. a visual representation of the WECS project including scale elevations, photographs and / or digital projections of the project showing height, rotor diameter, color and landscape;
 - d. a digital version of the site plan showing the exact location and base elevation of each WECS in UTM coordinates and NAD datum, Zone AA;
 - e. the specifications indicating:
 - i. the type of material used in tower, blade, and rotor construction,
 - ii. grid connections and size of any substations,
 - iii. signage,
 - iv. security measures,
 - v. site suitability analysis,
 - vi. topography;
 - vii. soil characteristics,
 - viii. agricultural capability,
 - ix. potential impacts on agricultural land,
 - x. stormwater management plan,
 - xi. surface drainage plan,
 - xii. the location of any dwellings or structures on the property,
 - xiii. setbacks;
 - xiv. weed control plan, and

- xv. an environmental impact assessment prepared by a qualified professional demonstrating site suitability, impact mitigation and reclamation requirements;
- f. the manufacturer's specifications indicating:
 - i. the proposed systems rated output in megawatts,
 - ii. the safety features,
 - iii. the type of material used in the tower, blade, and rotor construction, and
 - iv. foundation design and / or anchor design, including the location and anchoring of any guy wires;
- g. an analysis of the potential for noise and shadow / flicker effect, both at the site of the installation, at the boundary of the property containing the development, and at any habitable residence within 2 km (1.2 miles) of any Wind Energy Conversion System in accordance with Alberta Utilities Commission Rule 12;
- h. the results of the public consultation process;
- i. the potential for electromagnetic interference;
- j. the nature and function of over speed controls which are provided;
- k. the status of the applicant's circulation to NavCanada, Transport Canada, Alberta Utilities Commission, and any other government department or agency required for provincial approval;
- l. information related to public safety;
- m. identification of any roads to be used or constructed for use during construction of the project and any impacts to the existing road system including required approaches from public roads; and
- n. a copy of the Wire Service Provider (WSP) approval if the Wind Energy Conversion System is proposed to be connected to the provincial power grid.

Density

28. The Development Authority may approve one or more Commercial Wind Energy Conversion System structures on a titled parcel having regard for:
- a. the proximity to other adjacent land uses;
 - b. the overall density of the WECS project;
 - c. a consideration of the cumulative effect of all Wind Energy Conversion System approved or proposed within 5 km (3miles) of the proposal;
 - d. the underlying utilities; and
 - e. the information received through the circulation process, public consultation process and through the redistricting public hearing.

Setbacks

29. The setback distance between a Wind Energy Conversion System and a dwelling, within and without the project boundary, shall be as established by the Alberta Utilities Commission through the calculations of AUC Rule 12.

30. The Wind Energy Conversion System's tower shall be setback from the boundary of all County Road rights of way (developed or undeveloped), a minimum distance equal to the total height of the tower plus 10 percent.
31. A Wind Energy Conversion System shall be setback not less than 7.5 m (24.6 ft.) from all other property lines, as measured from the rotor's arc (rotor diameter).
32. If the tower utilizes guy wire anchors, the anchors, but not the tower, may be located no closer than 3.0 m (10 ft.) to the property lines.

Minimum Blade Clearance

33. The minimum vertical blade clearance from grade shall be 7.6 m (25 ft.) for a Wind Energy Conversion System employing a horizontal rotor.

Tower Access and Safety

34. To ensure public safety, the Development Authority may require that:
 - a. if the tower is climbable, a security fence with a lockable gate, not less than 1.9 (6 ft.) in height, shall be installed around a Wind Energy Conversion System tower;
 - b. no ladder or permanent tower access device shall be located less than 3.7 m (12 ft.) from grade;
 - c. a locked device shall be installed on the tower to preclude access to the top of the tower;
 - d. additional access control features or such additional safety mechanisms or procedures may be required by the Development Authority; and
 - e. the use of tubular towers, with locked door access, will preclude the above requirements.

Speed Control

35. The system shall be equipped with manual and automatic overspeed controls.
36. The conformance of rotor and over speed control design and fabrication to good engineering practices shall be certified by a licensed mechanical, structural or civil engineer.

Electro-Magnetism

37. The system shall be operated such that any electro-magnetic interference is dealt with as per the permit issued by the AUC. If electro-magnetic interference is determined during operation, the developer will work with the affected stakeholder (s) to mitigate any issues.

Other Commercial Alternative Energy Systems Applications

38. Development Permit applications for all other types of Alternate Energy production systems shall be accompanied by the following information:

- a. an accurate site plan showing and labelling:
 - i. the legal location(s) of the proposed system,
 - ii. the location of the proposed system on the property or properties in relation to property lines and existing or proposed buildings or structures,
 - iii. the location of the existing or proposed access,
 - iv. the identification of any sensitive environmental features,
 - v. the topography of the site,
 - vi. the method of exporting the energy off site – power lines, pipelines, vehicles, etc.;
- b. detailed information on the type of facility, structure, or system of the energy process involved;
- c. the manufacturer's specifications, indicating (if applicable):
 - i. the rated output in megawatts or gigajoules, and,
 - ii. the safety features;
- d. any information regarding public safety;
- e. information or verification of:
 - i. the volume of water, if required,
 - ii. the source of the water, if required,
 - iii. the reclamation process of any water utilized by the system,
 - iv. the stormwater management system, if required,
 - v. the method of disposal of any waste material generated by the system,
 - vi. the generation and mitigation of any noise, vibration, odor, light, particulate that results from the production process;
- f. an analysis of the potential fire, explosive, or other hazards of the proposed system; and
- g. a Traffic Impact Assessment or other information / analysis of traffic volumes and any impacts to the local road system.

Setbacks

39. The buildings and structures of non-solar and non-wind based Commercial Alternate Energy development(s) shall comply with all the setbacks established in the district in which it is located with the following modifications:

- a. a minimum of 250 m (820 ft.) from any residential dwelling, food establishment, institutional use or public use, facility, or building; and
- b. a minimum of 100 m (328 ft.) from the boundary of any creek, stream, river, lake shore or water body.

Commercial Geothermal Energy Conversion Systems

40. All geothermal systems shall be Closed Loop systems. Open Loop systems (pump & dump) are not allowed.

41. Must comply with CSA-C448 and subsequent amendments. Exceptions may be allowed, at the discretion of the Development Authority, provided documented proof is provided showing that the exception meets or exceeds CSA-C448 standard.
42. Installations must be stamped by a qualified Professional Engineer registered under the "Engineering, Geological, or Geophysical Professions Act" of Alberta or have the system and installer certified by the Canadian GeoExchange Coalition (CGC) or other future governing body having jurisdiction within the Province of Alberta.
43. Heat-transfer fluids within a geothermal system shall be of the most environmentally friendly type available at the time of installation. In no case may an ethylene glycol-based fluid be used nor shall any flammable or combustible agent such as methanol, ethanol, natural gas, or propane be used.

Conditions of Approval for Any Commercial Alternative Energy System

44. Depending on the type of Commercial Alternative Energy System proposed, the Development Authority shall consider, as limited by Sections 619 and 620 of the Municipal Government Act, or not as the case may be, in addition to any other conditions authorized under other sections of this Bylaw or Statutory Plan, attaching conditions related to any of the following:
 - a. entering into a development agreement with the County in accordance with the Municipal Government Act;
 - b. preparing by qualified professionals and at the Applicant's expense, all the necessary studies, maps, diagrams, reports, and analysis, whether printed and / or digital, required in support to their application;
 - c. confining all surface drainage on site and protecting any adjacent water bodies from runoff;
 - d. treating any wastewater on site and / or disposing of any wastewater as required by the County;
 - e. disposing of any non-wastewater liquids in accordance with the requirements of the County;
 - f. storing / containing all feedstock and materials within buildings or containment facilities;
 - g. disposing of any other waste materials;
 - h. restricting vehicle / truck traffic, whether owned or contracted by the Applicant, that transport construction material, raw material or feedstock or finished / processed goods associated with the development to designated haul routes and times through an agreement and the provision of securities;
 - i. dust control measures;
 - j. sound control measures;
 - k. installing underground all energy transmission (whether electrical, liquid or gas) lines from the site to the applicable collection point;
 - l. securing all necessary approvals from any other agency with jurisdiction on the type Commercial

- Alternative Energy development proposed and providing the County with a copy of the approval required;
- m. identifying and providing for a staged or phased development;
 - n. placing restrictions on parts or elements of the proposed development, such as but not limited to locations, heights, colors, densities, setbacks, etc.;
 - o. constructing or paying for the construction of any new or the upgrading of any existing municipal infrastructure related to the project, such as but not limited to roads, approaches, signage, water lines, and sewage lines;
 - p. requiring ground cover, weed control, grading, soil erosion control emergency / fire suppression, and drainage measures;
 - q. specifying time periods to:
 - i. start, suspend, and complete construction activities,
 - ii. trigger decommissioning activities;
 - r. providing for the amenity of the site or development through improvements such as landscaping, berms, and buffering; and,
 - s. any other condition or conditions necessary to give form and effect to the project.

ii. Personal Alternative Energy (PAE) Systems

Purpose

The purpose of this Section is to establish local standards for Personal Alternative Energy (PAE) developments, including but not limited to, solar, wind and geothermal, and other energy producing technologies for use by households, agricultural operators, or individual business to meet some or all their energy needs on the subject site, or a site immediately adjacent to the subject site.

General Requirements for all Personal Alternative Energy Systems

1. No re-districting is required for a lot or site for an Alternative Energy System, Personal.
2. A development permit is required for any Alternate Energy System, Personal, and such Systems shall be considered a Discretionary Use.
3. All applicable Safety Codes permits are required.
4. If the subject site is located within lands subject to Alberta Transportation's jurisdiction, an approved Roadside Development Permit from Alberta Transportation shall be required and included with the Development Permit application. (For the purposes of Section 683.1(1) of the Municipal Government Act, an application shall not be considered as received unless the Roadside Development Permit is included with the application.)

Personal Solar Energy Conversion Systems Applications

5. In addition to the requirements of Section 2.4 of this Bylaw, the application shall include:
 - a. information of any impacts to the County Road system such as, but not limited to:
 - i. identification of the roads to be used to construct and operate the development,
 - ii. number, type of vehicle movements, and load weights,
 - iii. expected time-period of movements: short-term, periodic, or ongoing,
 - iv. need for any upgrading of an existing road,
 - v. need for new approach or expansion of existing approach;
 - b. for systems that are to be tied into the grid, evidence that the Utility Operator has been informed of the Applicant's intent to install an interconnected customer-Owner generator;
 - c. documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business;
 - d. the manufacturer's specifications for the proposed system and rated output in kilowatts;
 - e. a site plan showing the location, setbacks, and orientation of the solar collectors;
 - f. for panels to be affixed to the wall of a building or accessory structure:
 - i. a description of how the panels are to be mounted or affixed,
 - ii. the maximum projection from the wall, and,
 - iii. the structural capacity of the building and / or wall to support the proposed development;
 - g. for free-standing solar panels:
 - i. a description of the proposed ground mount design,
 - ii. the clearance to the bottom of the collectors, and,
 - iii. the maximum height from existing grade,
 - iv. the method of vegetation / weed control.

Glare

6. Solar panels must be located such that they do not create glare onto neighboring properties or public roadways.

Mounting and Projection

7. Solar collectors mounted to the roof of a building or structure shall not extend beyond the outermost edge of the roof.
8. The maximum projection of any solar collectors affixed to a wall of a building or structure in a residential District shall be:
 - a. 1.5 m (5 ft.) from the surface of a wall that faces a rear lot line; and,
 - b. in all other cases 0.6 m (2 ft.) from the surface of any other wall.

Setbacks

9. Freestanding solar collectors shall be subject to the setback requirements of the applicable Land Use District or as required by Alberta Transportation, whichever is greater.

Height

10. The maximum height of a freestanding solar collector shall not exceed 2.4 m (8 ft.).
11. For freestanding solar collectors, sufficient clearance shall be retained under the structure to allow for weed control, grass cutting and for fire suppression.

Density

12. The location of and maximum number of solar collectors per Title may be regulated by the Development Authority.

Personal Wind Energy Conversion Systems Applications

13. Development Permit applications for a wind energy conversion system shall be accompanied by the following information:
 - a. documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business;
 - b. the manufacturer's specifications including:
 - i. the proposed systems rated output in kilowatts,
 - ii. the safety features,
 - iii. the sound characteristics,
 - iv. the type of material used in the tower, blade, and / or rotor construction;
 - c. a site plan showing the location and setbacks of the Wind Energy Conversion Systems on the property;
 - d. drawings, drawn to scale, of the wind turbine structure, including the tower, base, footings, and anchoring method. An engineering analysis of the Wind Turbine Tower showing compliance with the International Building Code and certified by a licensed professional mechanical, structural, or civil engineer shall also be submitted. Documentation of this analysis supplied by the manufacturer shall be accepted;
 - e. the potential for electromagnetic interference;
 - f. the nature and function of over speed controls which are provided;
 - g. the specifications on the foundations and / or anchor design, including the location and anchoring of any guy wires;
 - h. the location of any existing buildings or improvements on the property in relation to the Wind Energy Conversion System;
 - i. evidence of compliance with applicable air traffic safety regulations. (Transport Canada must be notified of the location – latitude and longitude – and height of all wind turbine installations through

the aeronautical clearance application process.)

14. Prior to deciding upon an application for a Wind Energy Conversion System, the Development Authority may refer for the review and comment, and consider any input received from the following entities:
 - a. Alberta Utilities Commission;
 - b. Alberta Transportation;
 - c. Alberta Utilities Commission and the Alberta Energy Systems Operator for applications proposing to connect to the grid;
 - d. Transport Canada;
 - e. Navigation Canada; and
 - f. any other person, departments, agency, or commission the Development Authority deems necessary.
15. Personal Wind Energy Conversion Systems shall comply with the following standards:
 - a. There shall be a limit of one (1) Wind Energy Conversion System per Titled area.

Setbacks

16. The Personal Wind Energy Conversion System's tower shall be setback from all property lines a minimum distance equal to the height of the tower, or the minimum setbacks set out in the applicable Land Use District, or as required by Alberta Transportation, whichever is greater.
17. If the tower utilizes guy wire anchors, the anchors, but not the tower, may be located no closer than 3.0 m (10 ft.) to the property lines.

Height

18. A Personal Wind Energy Conversion System tower shall not exceed a maximum height of:
 - a. 12.1 m (40 ft.) on a parcel of less than 0.4 ha (less than 1 acre);
 - b. 19.8 m (65 ft.) on a parcel 0.4 – 2.0 ha (1 – 5 acres); or
 - c. 24.4 m (80 ft.) on a parcel greater than 2.0 ha (5 acres).

Finish and Markings

19. The tower and supporting structures shall be painted or coated in tones and / or colors matching the existing tones and / or colors of the principal building that are non-reflective and non-glossy.
20. Brand names or advertising associated with the System or the System's installation shall not be visible from any public place.

Illumination

21. Small Wind Turbine Towers shall not be artificially lit except as required by NavCanada.

Speed Controls

22. The System shall be equipped with manual and automatic overspeed controls.
23. The conformance of rotor and over speed control design and fabrication to good engineering practices shall be certified by a licensed mechanical, structural or civil engineer.

Tower Access and Public Safety

24. If the tower is climbable, a security fence with a lockable gate, not less than 1.9 (6 ft.) in height, shall be installed around a Wind Energy Conversion System tower.
25. No ladder or permanent tower access device shall be located less than 3.7 m (12 ft.) from grade.
26. A locked device shall be installed on the tower to preclude access to the top of the tower.
27. Additional access control features or such additional safety mechanisms or procedures may be required by the Development Authority.
28. The use of tubular towers, with locked door access, will preclude the above requirements.

Electro-Magnetism

29. The System shall be operated such that any electro-magnetic interference is dealt with as per the permit issued by the AUC. If electro-magnetic interference is determined during operation, the developer will work with the affected stakeholder (s) to mitigate any issues.

Output

30. The System's maximum power output shall not exceed 5 kilowatts.

Noise Level

31. The noise generated by the System shall not exceed 60dB(A) or exceed more than 5dB(A) above background sound, as measured at the exterior of the closest inhabited Dwelling (at the time of installation or during operation), for wind speeds below 10 m per second (22 mph) and except short-term event such as utility outages and / or severe windstorms.

Discontinuance

32. Upon abandonment or termination of the System's use, the entire facility, including the System's tower, turbine, supporting structures and all equipment, shall be removed and the site shall be restored to its pre-Wind Energy Conversion System condition.

Applications for Other Individual Alternate Energy Systems

33. Development Permit applications for all other types of Alternate Energy production systems shall be accompanied by the following information:
- a. documentation demonstrating that the system is designed to produce energy primarily for the sole use and consumption on-site by the landowner, resident, occupant, or business;
 - b. an accurate site plan showing and labelling:
 - i. the location of the proposed system on the property,
 - ii. the location of the proposed system in relation to any other buildings or structures on the property,
 - iii. the location of the existing or proposed access,
 - iv. detailed information on the type of facility, structure, or system, and
 - v. the energy process involved;
 - c. the manufacture's specifications, indicating (if applicable):
 - i. the rated output in megawatts or gigajoules,
 - ii. the safety features, and,
 - iii. the sound characteristics;
 - d. information regarding public safety regarding such aspects as fire hazards, chemicals used, storage of hazardous materials, exposure to corrosive or and hazardous fumes;
 - e. information or verification of:
 - i. the source of the water, if required,
 - ii. the reclamation process of any water utilized by the system,
 - iii. the stormwater management system, if required, and,
 - iv. the method of disposal of any waste material generated by the system.

Geothermal Systems

34. All geothermal systems shall be Closed Loop systems. Open Loop systems (pump & dump) are not allowed.
35. Must comply with CSA-C448 and subsequent amendments. Exceptions may be allowed, at the discretion of the Development Authority, provided documented proof is provided showing that the exception meets or exceeds CSA-C448 standard.
36. Installations must be stamped by a qualified Professional Engineer registered under the "Engineering, Geological, or Geophysical Professions Act" of Alberta or have the system and installer certified by the Canadian GeoExchange Coalition (CGC) or other future governing body having jurisdiction within the Province of Alberta.
37. Heat-transfer fluids within a geothermal system shall be of the most environmentally friendly type available at the time

of installation. In no case may an ethylene glycol-based fluid be used nor shall any flammable or combustible agent such as methanol, ethanol, natural gas, or propane be used.

Conditions of Approval

38. Depending on the type of Personal Alternative Energy System proposed, the Development Authority shall consider, as limited by Sections 619 and 620 of the Municipal Government Act, or not as the case may be, in addition to any other conditions authorized under other sections of this Bylaw or Statutory Plan attaching conditions related to the following:
- a. entering into a development agreement with the County in accordance with the Municipal Government Act;
 - b. preparing by qualified professionals and at the Applicant's expense, all the necessary studies, maps, diagrams, reports, and analysis, whether printed and / or digital, required in support to their application;
 - c. confining all surface drainage on site and protecting any adjacent water bodies from runoff;
 - d. treating any wastewater on site and / or disposing of any wastewater as required by the County;
 - e. disposing of any non-wastewater liquids in accordance with the requirements of the County;
 - f. the methods of disposing of any other waste material;
 - g. storing / containing all feedstock and materials within buildings or containment facilities;
 - h. restricting vehicle / truck traffic, whether owned or contracted by the Applicant, that transport construction material, raw material or feedstock or finished / processed goods associated with the development to designated haul routes and times;
 - i. require the entering of a road use agreement and the provision of security;
 - j. constructing or paying for the construction on any new road or approach required for the development and / or upgrading or paying for the upgrading of an existing road or existing approach required for the development;
 - k. dust control;
 - l. sound control;
 - m. installing underground all energy transmission (whether electrical, liquid or gas) lines from the site to the applicable collection point;
 - n. securing all necessary approvals from any other agency with jurisdiction on the type AES proposed and providing the County with a copy of the approval required;
 - o. identifying and providing for a staged or phased development;
 - p. placing restrictions on parts or elements of the proposed development, such as but not limited to locations, heights, colors, densities, setbacks, etc.;
 - q. constructing or paying for the construction of non-municipal infrastructure related to the project;

- r. requiring ground cover, weed control, grading, soil erosion control emergency / fire suppression, and drainage measures;
- s. specifying time periods to:
 - i. start, suspend, and complete construction activities,
 - ii. trigger decommissioning activities;
- t. providing for the amenity of the site or development through improvements such as landscaping, berming, and buffering; and,
- u. any other condition or conditions necessary to give form and effect to the project.

h. By removing the following under Section 8.2.2:

- i. Solar Energy Collection Systems; and*
- ii. Wind Energy Conversion System, Micro.*

i. By removing the following under Section 8.2.3:

- i. Wind Energy Conversion System, Small; and*
- ii. Wind Energy Conversion System, Large.*

j. By adding the following under Section 8.2.3:

- i. Alternative Energy, Commercial; and*
- ii. Alternative Energy, Personal.*

k. By removing the following under Section 8.3.2:

- i. Solar Energy Collections Systems; and*
- ii. Wind Energy Conversion Systems, Micro.*

l. By adding the following under Section 8.3.3:

- i. Alternative Energy, Personal.*

m. By removing the following under Section 8.4.2:

- i. Solar Energy Conversion System; and*
- ii. Wind Energy Conversion System, Micro.*

n. By removing the following under Section 8.4.3:

- i. Wind Energy Conversion System, Small.*

o. By adding the following under Section 8.4.3:

- i. Alternative Energy, Personal.*

p. By removing the following under Section 8.5.2:

- i. Solar Energy Conversion System; and*
- ii. Wind Energy Conversion System, Micro.*

Bylaw No. 1436-23

- q. By removing the following under Section 8.5.3:
 - i. *Wind Energy Conversion System, Small.*
- r. By adding the following under Section 8.5.3:
 - i. *Alternative Energy, Personal.*
- s. By removing the following under Section 8.6.2:
 - i. *Solar Energy Conversion System; and*
 - ii. *Wind Energy Conversion System, Micro.*
- t. By removing the following under Section 8.6.3:
 - i. *Wind Energy Conversion System, Small.*
- u. By adding the following under Section 8.6.3:
 - i. *Alternative Energy, Personal.*
- v. By removing the following under Section 8.7.2:
 - i. *Solar Energy Conversion System; and*
 - ii. *Wind Energy Conversion System, Micro.*
- w. By adding the following under Section 8.7.3:
 - i. *Alternative Energy, Personal.*
- x. By removing the following under Section 8.8.2:
 - i. *Solar Energy Conversion System; and*
 - ii. *Wind Energy Conversion System, Micro.*
- y. By removing the following under Section 8.8.3:
 - i. *Wind Energy Conversion System, Small.*
- z. By adding the following under Section 8.8.3:
 - i. *Alternative Energy, Personal.*
- aa. By removing the following under Section 8.9.2:
 - i. *Solar Energy Conversion System; and*
 - ii. *Wind Energy Conversion System, Micro.*
- bb. By removing the following under Section 8.9.3:
 - i. *Wind Energy Conversion System, Small.*
- cc. By adding the following under Section 8.9.3:
 - i. *Alternative Energy, Personal.*

Bylaw No. 1436-23

dd. By removing the following under Section 8.10.2:

- i. *Solar Energy Collection System: and*
- ii. *Wind Energy Conversion System, Micro.*

ee. By removing the following under Section 8.10.3:

- i. *Wind Energy Conversion System, Small; and*
- ii. *Wind Energy Conversion System, Large.*

ff. By adding the following under Section 8.10.3:

- i. *Alternative Energy, Commercial; and*
- ii. *Alternative Energy, Personal.*

gg. By removing the following under Section 8.11.2:

- i. *Solar Energy Collection System: and*
- ii. *Wind Energy Conversion System, Micro.*

hh. By removing the following under Section 8.11.3:

- i. *Wind Energy Conversion System, Small; and*
- ii. *Wind Energy Conversion System, Large.*

ii. By adding the following under Section 8.11.3:

- i. *Alternative Energy, Commercial; and*
- ii. *Alternative Energy, Personal.*

jj. By adding the following under Section 8.13.3:

- i. *Alternative Energy, Commercial.*

4. Severability

- a. If any portion of this Bylaw is found to be invalid, the remaining portions remain in effect.

5. Effect

- a. This Bylaw takes effect upon Third Reading.

6. Amendment

- a. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act* R.S.A. 2000, c. M-26, as amended.

READ a First Time this 4th day of April, AD 2023.

Bylaw No. 1436-23

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER

A Statutory Public Hearing having been held this 11th day of May, **AD 2023**.

READ a Second Time this 11th day of May, **AD 2023**.

READ a Third and Final Time this _____ day of _____, **AD 2023** and finally passed by Council.

S E A L

REEVE

CHIEF ADMINISTRATIVE OFFICER



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.d

Topic: Proposed Bylaw 1444-23: Municipal Reserve (MR) Designation for Plan 2562BS, Block RLY, Lot 59 (Warspite)

Presented By: Planning & Development Services

Recommendations:

1. That Smoky Lake County give First Reading to Bylaw 1444-23 to designate Plan 2562BS, Block RLY, Lot 59 (Warspite) as Municipal Reserve (MR).
2. That Smoky Lake County give Second Reading to Bylaw 1444-23 to designate Plan 2562BS, Block RLY, Lot 59 (Warspite) as Municipal Reserve (MR).
3. That Smoky Lake County give Unanimous Permission for Third Reading to Bylaw 1444-23 to designate Plan 2562BS, Block RLY, Lot 59 (Warspite) as Municipal Reserve (MR).
4. That Smoky Lake County give Third and Final Reading to Bylaw 1444-23 to designate Plan 2562BS, Block RLY, Lot 59 (Warspite) as Municipal Reserve (MR).

Background:

May 11, 2023, County Council Meeting: Motion 590-23: *That Smoky Lake County prepare a bylaw to designate Plan 2562BS, Block RLY, Lot 59, in the hamlet of Warspite, as Municipal Reserve (MR).* Carried.

Benefits: Certainty and clarity for future land management.

Disadvantages: Staff time.

Alternatives: Council may defeat the proposed motions or defer a decision.

Financial Implications: Notwithstanding nominal registration fees with Land Titles Office, there are no financial implications associated with this item.

Legislation: Part 17, Municipal Government Act, M-26 RSA 2000

Intergovernmental: Nil.

Strategic Alignment: Proactive Planning.

Enclosure(s):

1. Site Map. ©
2. Legislation. ©
3. Proposed Bylaw 1444-23. ©

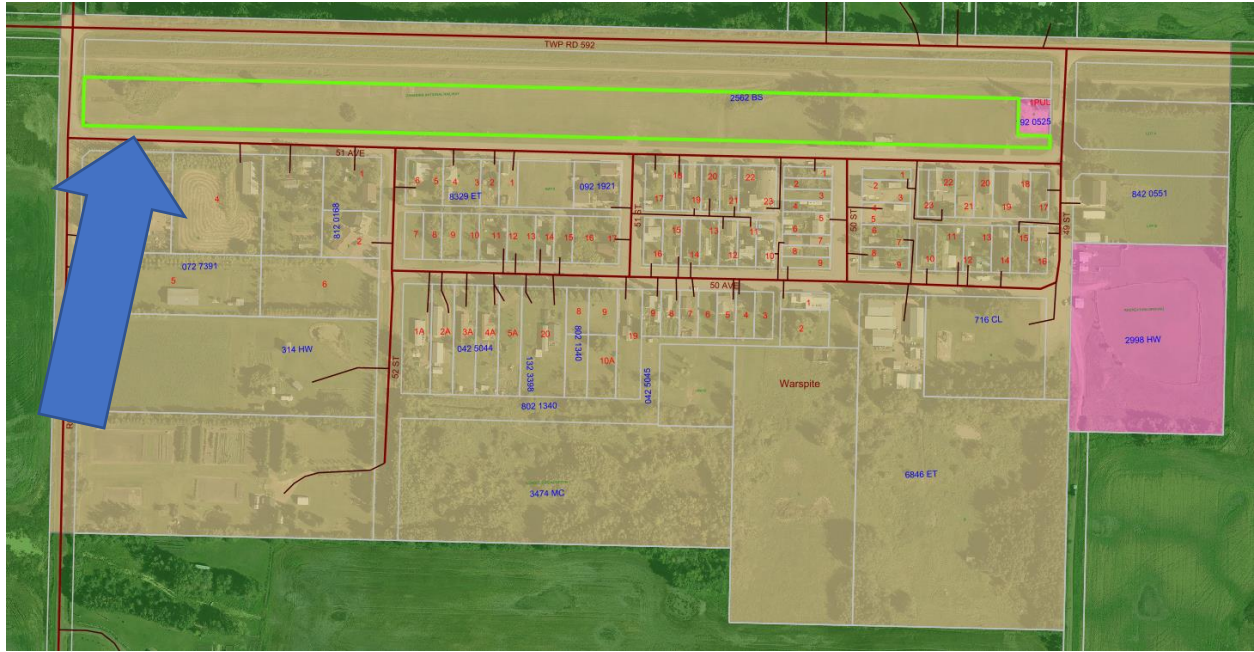
Signature of the CAO:

A handwritten signature in blue ink, consisting of a large, stylized 'J' followed by several loops and a horizontal line at the end.



Request for Decision (RFD)

Enclosure #1 - Site Map: Plan 2562BS, Block RLY, Lot 59 – Warspite





Request for Decision (RFD)

Enclosure #2 – Legislation

Municipal Government Act

Part 17

Definitions

616(o) “municipal reserve” means the land designated as municipal reserve under Division 8;

Designation of municipal land

665(1) A council may by bylaw require that a parcel of land or a part of a parcel of land that it owns or that it is in the process of acquiring be designated as municipal reserve, school reserve, municipal and school reserve, environmental reserve, conservation reserve or public utility lot.

(2) Subject to subsection (3), on receipt of a copy of a bylaw under this section and the applicable fees, the Registrar must do all things necessary to give effect to the order, including cancelling the existing certificate of title and issuing a new certificate of title for each newly created parcel of land with the designation of

- (a)** municipal reserve, which must be identified by a number suffixed by the letters “MR”,
- (b)** public utility lot, which must be identified by a number suffixed by the letters “PUL”,
- (c)** environmental reserve, which must be identified by a number suffixed by the letters “ER”,
- (c.1)** conservation reserve, which must be identified by a number suffixed by the letters “CR”,
- (d)** school reserve, which must be identified by a number suffixed by the letters “SR”,
- (e)** municipal and school reserve, which must be identified by a number suffixed by the letters “MSR”, or
- (f)** a lot, which must be identified by a number.

(3) The certificate of title for a municipal reserve, school reserve, municipal and school reserve, environmental reserve, conservation reserve or public utility lot under this section must be free of all encumbrances, as defined in the Land Titles Act.

(4) For greater certainty, where a bylaw of the council requires that land be designated as environmental reserve, the designation becomes effective on the day the Registrar issues a new certificate of title for the land under subsection (2)(c).

RSA 2000 cM-26 s665;2016 c24 s117;2019 c22 s10(22)

Removal of designation

675(1) After taking into consideration the representations made at a public hearing under section 674(1),

- (a)** a council may direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove a designation of



Request for Decision (RFD)

- (i) municipal reserve,
- (ii) community services reserve, or
- (ii) conservation reserve, and

(b) a council and a school board may direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove a designation of municipal and school reserve.

(2) If the Registrar is satisfied that this Part has been complied with, the Registrar must remove the designation in accordance with the request made under subsection (1).

(3) On removal of the designation, the municipality, or the municipality and the school board, may sell, lease or otherwise dispose of the land, but the proceeds from the sale, lease or other disposition may only be used

(a) in the case of a municipal reserve or a municipal and school reserve, for any or all of the purposes referred to in section 671(2) or for any matter connected to those purposes,

(b) in the case of a community services reserve, for any or all of the purposes referred to in section 671(2.1) or for any matter connected to those purposes, and

(c) in the case of a conservation reserve, for the purpose of enabling the municipality to protect and conserve land that, in the opinion of council, has environmentally significant features or for a matter connected to that purpose.

RSA 2000 cM-26 s675;2008 c37 ss8,10;2020 c39 s10(44)

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1444-23**

A Bylaw of Smoky Lake County, in the Province of Alberta, being a bylaw to designate Plan 2562BS, Block RLY, Lot 59 (in the Hamlet of Warspite) as a Municipal Reserve (MR).

WHEREAS pursuant to Section 665 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto, a municipal Council may by bylaw require that a parcel of land or part of a parcel of land that it owns or that it is in the process of acquiring be designated as a municipal reserve;

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

1. Title

- a. This Bylaw may be cited as: ‘a Municipal Reserve (MR) Designation Bylaw’.

2. Designation as a Municipal Reserve (MR):

- a. The lands known as Plan 2562BS, Block RLY, Lot 59 (in the Hamlet of Warspite), totaling +/- 7.62 acres more or less as shown on **Schedule ‘A’** is hereby designated as a Municipal Reserve (MR) in accordance with Section 665 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto.
- b. The Registrar shall do all things necessary to give effect to this bylaw, including cancelling the existing Certificate of Title and issuing a new Certificate of Title with the designation of Municipal Reserve, which shall be identified by a number suffixed by the letters "MR".

3. Severability

- a. If any portion of this Bylaw is found to be invalid, the remaining portions remain in effect.

4. Effect

- a. This Bylaw takes effect upon Third Reading.

5. Amendment

- a. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act* R.S.A. 2000, c. M-26, as amended.

READ a First Time this ____ day of _____, **AD 2023.**

READ a Second Time this _____ day of _____, **AD 2023.**

UNANIMOUS CONSENT for Third Reading, this _____ day of _____, **AD 2023.**

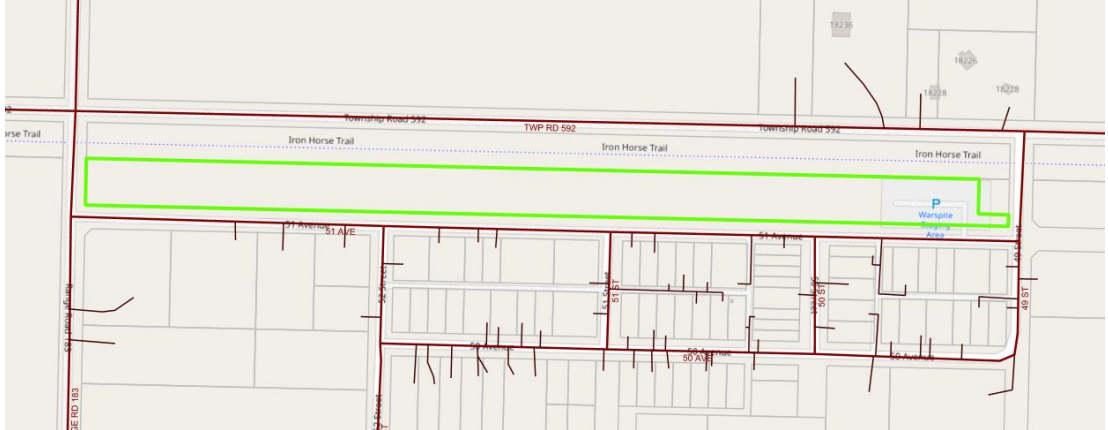
READ a Third and Final Time this _____ day of _____, **AD 2023** and finally passed by Council.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

Schedule A





Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.e

Topic: Proclaim: Canadian Rivers Day – June 11, 2023

Presented By: Kyle Schole, Project Manager & Planning Tech., Planning & Development Services

Recommendation(s): **That Smoky Lake County Proclaim Canadian Rivers Day on June 11, 2023.**

Background:

Smoky Lake County has proclaimed Canadian Rivers Day since 2020. Other details may be found within the proposed proclamation itself.

Benefits: Including but not limited to: alignment with other regional initiatives, natural land and river-based tourism development opportunities, enhanced community participation, awareness, pride, and place-making, and opportunities for the unlocking of additional grants, etc. (such as Watershed Resiliency, Community Facility Enhancement, etc.)

Disadvantages: Staff time/capacity.

Alternatives: None.

Financial Implications: No cost to proclaim.

Legislation: Municipal Government Act (Alberta), Parks Canada Agency Act (Canada): Parks Canada Guiding Principles and Operational Policies: Part II - Activity Policies: Canadian Heritage Rivers Policy.

Intergovernmental: Collaboration with ~20 municipalities, Alberta Environment and Protected Areas, Environment and Climate Change Canada/Parks Canada, North Saskatchewan Watershed Alliance, River Valley Alliance, Travel Alberta, Explore Edmonton, Paddle Alberta, Confederacy of Treaty 6 First Nations, Metis Nation, and others.

Strategic Alignment: Proactivity in Development, Culture, Employment, Education, and Emergency Services.

Enclosure(s): **Proposed Proclamation. ©**

Reviewed by the CAO:

A handwritten signature in blue ink, appearing to be "J.M.", written over a horizontal line.



Proclamation

WHEREAS, On June 21, 2002, Minister of Canadian Heritage Sheila Copps, signed a Ministerial Proclamation to declare that the second Sunday of June would be celebrated annually as Canadian Rivers Day;

WHEREAS, The Canadian Heritage Rivers System (CHRS) helps recognize, conserve, and share in the storytelling of outstanding rivers that are an enduring part of our national heritage and identity;

WHEREAS, From coast to coast to coast, Canadian Heritage Rivers offer visitors a chance to experience great waterways, learn about their rich history, and share in their stewardship;

WHEREAS, the Smoky Lake County is leading a collaborative initiative among dozens of municipalities, Indigenous communities, clubs, and other groups seeking to designate 718-kilometers of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS);

WHEREAS, the Smoky Lake County is leading a collaborative initiative among dozens of municipalities, Indigenous communities, clubs, and other groups seeking to designate 718-kilometers of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS);

WHEREAS, the Alberta and Canadian Governments accepted the Nomination of the North Saskatchewan River in Alberta under the CHRS in August 2022;

WHEREAS, Fresh water is essential to life on earth, Canada being blessed with more than one-fifth of the world's supply;

WHEREAS, Rivers are a vital element of Canada's natural environment and Canadians' cultural heritage, as well as being the lifelines to healthy oceans, forests, and communities;

WHEREAS, Rivers are living threads of history that connect our communities and bind our country, representing an enduring spirit of adventure, discovery, and connectivity;

NOW THEREFORE, I, Lorne Halisky, Reeve of the Smoky Lake County, do hereby proclaim the **June 11, 2023** to be **Canadian Rivers Day** in the Smoky Lake County.

IN WITNESS THEREOF, I have here unto set my hand and caused the seal of the Smoky Lake County to be affixed, this ____ day of _____, 2023.

SEAL

Lorne Halisky, Reeve
Smoky Lake County





Canadian
Heritage Rivers
System

Réseau des
rivières du patrimoine
canadien

ALBERTA



Request for Decision (RFD)

Meeting Date: Thursday, June 29, 2023

Agenda Item: #7.f

Topic: Alberta Municipalities (AM) 2023 and Federation of Canadian Municipalities (FCM) 2024 Conferences.

Presented By: Planning & Development Services

Recommendation(s):

- 1) That Smoky Lake County does not attend Alberta Municipalities (AM) in Edmonton from September 27 – 29, 2023.
- 2) That Smoky Lake County plan and budget to attend the Federation of Canadian Municipalities (FCM) in Calgary from June 6 – 9, 2024 at a cost not to exceed \$30,000.

Background:

May 9, 2023 Government Liaison Committee Meeting, Motion 008-23: *That the Smoky Lake County Government Liaison Committee recommend the information in respect to the Alberta Municipalities (AM) Conference scheduled for September 27-29, 2023 be **deferred** to Council meeting for consideration. Carried.*

Alberta Municipalities (AM): Date: September 27 - 29, 2023. / Location: Edmonton, AB.

- Smoky Lake County is an 'Associate' Member of Alberta Municipalities (AM i.e. 257 Cities, Towns, Villages, Summer Villages or 85% of Albertans), which holds a conference or convention each year, similar to Rural Municipalities of Alberta (RMA, i.e. 69 Counties or 85% of the land base).
- A per-person cost of attendance has been calculated to likely be in the ballpark of ~\$2,243. (~\$800 Fees, ~\$210 Food, ~\$130 Milage, and ~\$1,100 Accommodation). This could likely fit within the existing 2023 Conferences Budget.
- However, a Council Meeting has been scheduled for September 28 (quorum for Council is 3).

Federation of Canadian Municipalities (FCM): Dates: June 6 - 9, 2024. / Location: Calgary, AB.

- Smoky Lake County is a 'Member' of the Federation of Canadian Municipalities (FCM).
- More than 1,000 elected officials and FCM partners attend FCM's Annual Conference and Trade Show and the largest pan-Canadian gathering of elected officials.



Request for Decision (RFD)

Through our thoughtfully chosen activities and programming FCM aims to help foster connections while providing the tools and insights necessary to scale up growth in Canadian communities.

- A per-person cost of attendance has been calculated to likely be in the ballpark of ~\$3,750. (Fees, Food, Milage, and Accommodation). I.e., \$30,000 for 5 Council + 3 Admin. This could likely fit within the typical Conferences Budget in 2024, for example, at the trade-off of not attending the Community Planning Association of Alberta (CPAA) in May.

Benefits: Implementation of the County’s Advocacy Plan, and Strategic Plan.

Disadvantages: None.

Alternatives: Council may defer a decision, or attend both, or attend neither.

Financial Implications: See the above explanation under ‘Background’.

Legislation: N/A

Intergovernmental: Yes, attendance at the AM/FCM Conferences could support the Intergovernmental Relations.

Strategic Alignment: Yes, attendance at the AM/FCM Conferences could support the Strategic Plan

Enclosure(s): Nil.

Signature of the CAO:

A handwritten signature in blue ink, consisting of a large initial 'J' followed by several loops and a final flourish, written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.g

Topic: Agriculture Poster Contest

Presented By: Agricultural Department

Recommendation:

That Smoky Lake County acknowledge receipt of the 2023 submissions to the Agricultural Services Poster Contest, and prizes be awarded as per Policy No. 62-06-01. "Agricultural Services Poster Contest" to the following students:

Background:

Smoky Lake County developed Policy Statement No. 62-06-01 in 2016 to bring awareness and education to agriculture, food production and farm safety.

- Students enrolled in Grades one to six in Holy Family Catholic School, H.A.Kostash School, Vilna School, Smoky Lake Hutterite Colony School are eligible to enter the poster contest.
- There will be three categories of competition: Grades 1 & 2, Grades 3 & 4, Grades 5 & 6. Prizes will be awarded to the first and second place winners in each category in each participating school.
- An overall first place winner will be selected amongst all first-place category winners from each school.
- Prizes will be as follows:
In each category of each participating school:
First Place: \$25.00 cash & County ASB Backpack
Second Place: County lunch bag & water bottle
- Overall County Winner: First Place: \$50.00 cash
- This year's theme is "Farmers Love the Land."
- Posters will be displayed at the Farmers Appreciation Barbecue.

Benefits:

To help students acknowledge the importance of agriculture through creativity.

Disadvantages:

N/A

Alternatives:

N/A

Financial Implications:

Budgeted- Prize money will be taken out of the ASB Extension budget.

Legislation:

N/A

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

Policy Statement 62-06-01

Signature of the CAO: _____



Title: Agricultural Services Poster Contest	Policy No.: 06-01
Section: 62	Code: P-R
Page No.: 1 of 4 <i>E</i>	

Legislation Reference:	Alberta Provincial Statues
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Purpose:	To provide a guideline for the Smoky Lake County Agricultural Services Poster Contest
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Policy Statement and Guidelines:

1. **STATEMENT:**
 - 1.1 County Council acknowledges the importance of raising awareness and education in agriculture, food production and farm safety to elementary school children.

2. **GUIDELINES:**
 - 2.1 Students enrolled in Grades one to six in Holy Family Catholic School, H.A.Kostash School, Vilna School, Smoky Lake Hutterite Colony School are eligible to enter the poster contest.
 - 2.1.1 Agricultural Services Department will contact the principle of each school in Smoky Lake County to invite their school to participate in the poster contest.
 - 2.1.2 School/ class participation will be at determined by the principle and teachers of each school/ class.

3. **PROCEDURE:**
 - 3.1 Posters must be hand drawn and original artwork of the student.
 - 3.2 Posters can be made using any flat media (such as pen, pencil crayon, crayon, painted, felt markers, etc).
 - 3.3 Computer generated posters will not be eligible.
 - 3.4 Posters must be on 8.5" x 11" white paper. Landscape or portrait format.
 - 3.5 Only one entry per student.
 - 3.6 Posters must relate to the theme chosen for the year. Please see **Schedule "A" Agricultural Services Poster Contest Themes.**
 - 3.7 Students name, grade and school name must be clearly printed on the back of the poster in pencil.
 - 3.8 All poster contest entries must be accompanied by a **Schedule "B" Agricultural Services Poster Contest Release Form** in order to be eligible.
 - 3.9 All entries from the school must be submitted at the same time before the May 1st deadline.
 - 3.10 Criteria for judging includes: creativity, originality, neatness, overall appearance, relevance to the theme.
 - 3.11 Posters will be displayed during an Agricultural Service Board meeting in which council will judge and select first and second place winners in each category.

Title: Agricultural Services Poster Contest	Policy No.: 06-01
Section: 62	Code: P-R
	Page No.: 2 of 4 E

Policy Statement and Guidelines:	
3.12	There will be three categories of competition: Grades 1 & 2, Grades 3 & 4, Grades 5 & 6. Prizes will be awarded to the first and second place winners in each category in each participating school.
3.13	An overall first place winner will be selected amongst all first place category winners from each school.
3.14	Prizes will be as follows: <ul style="list-style-type: none"> • In each category of each participating school: First Place: \$25.00 cash & County ASB Backpack Second Place: County lunch bag & water bottle • Overall County Winner: First Place: \$50.00 cash
3.15	Posters will be displayed at Smoky Lake County Appreciation events.
3.16	All posters become property of Smoky Lake County Agricultural Service Board and will not be returned.

	Date	Resolution Number
Approved	October 3, 2016	Motion # 1074-16 - Page # 12393
Amended		
Amended		

SCHEDULE "A"

Agricultural Services Poster Contest Themes

Farm Fresh

A Day on the Farm

From the Ground Up

Farmers Feed Families

Farmers Love the Land

Keep Calm and Farm On

Farming: Roots and Boots

Agriculture Grows on You

Farm Safety: It's No Accident

Our Farms, Our Food, Our Future

Agriculture: The Root of Our Community



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.h

Topic: 17th Annual Federation Charity Golf Classic

Presented By: Daniel Moric, Gas Department

Recommendation:

To approve 2 teams of 4 to attend and play in the 17th Annual Federation of Alberta Gas Co-ops Charity Golf Classic held at Goose Hummock Golf Resort on August 10, 2023.

Background: We are invited and attend yearly the Federation of Alberta Gas Co-ops Charity Golf Tournament at Goose Hummock Golf Resort in support of the MS Society of Canada, Alberta, and NWT. In prior years, we would send 2 teams of 4, one comprised of Councillors and invited delegates (MLA's and others in government) and one team comprised of County employees. The Tournament is well liked and well attended by people in all levels of the Federation, member co-ops, municipalities, gas co-op related companies, and government officials. We also donate Smoky Lake County promotional items to be included in the door prizes drawn at the BBQ supper.

Benefits: Allows the chance to interact with those in government and other members and companies of the Federation of Alberta Gas Co-ops. It is also a good moral boost for the County employees that attend.

Disadvantages: N/A

Alternatives:

1. Have 1 team attend.
2. Sponsor or make a donation.
3. Take no action.


Financial Implications: \$720.00 per team x 2 teams = \$1440.00 plus Smoky Lake County promotional items.

Legislation: N/A

Intergovernmental: Interaction with government representatives from all levels (municipal, provincial, and federal)

Strategic Alignment: N/A

Enclosure(s): Email and invite attached.

Signature of the CAO: ^{Assistant}  _____

Daniel Moric

From: Allison Zinnick <azinnick@fedgas.com>
Sent: May 3, 2023 8:07 AM
Subject: 17th Annual Federation Charity Golf Classic Invite
Attachments: Golf Invite 2023.pdf; Thank you 2022 Sponsors.pdf

Importance: High

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

*****You have been sent this email today because you sponsored or attended our tournament in 2022 or have expressed interest that you would like to sponsor or attend in 2023! To ensure you are able to this year please click on the links below before noon on Friday, May 5th after which this invite will be sent to a larger group *****

Note – You may receive this invite again when I send it out at the end of the week. Sorry for any inconvenience this may cause.

It's tee off time at Goose Hummock Golf Resort!

Mark August 10, 2023, on your calendars and join the Alberta Federation of REAs and the Federation of Alberta Gas Co-ops Ltd. in raising money for a great cause!

Over the past 16 years, your generosity has raised over \$390,000 for the MS Society of Canada, Alberta & Northwest Territories Division!

Score your spot, before it's too late, by clicking the below links as soon as possible.

<https://portal.fedgas.com/golf/>

<https://portal.fedgas.com/golf/sponsorship.cfm>

Note – Sponsorship and registration will ONLY be accepted using the online links above.

Thank you and hope to see you there!



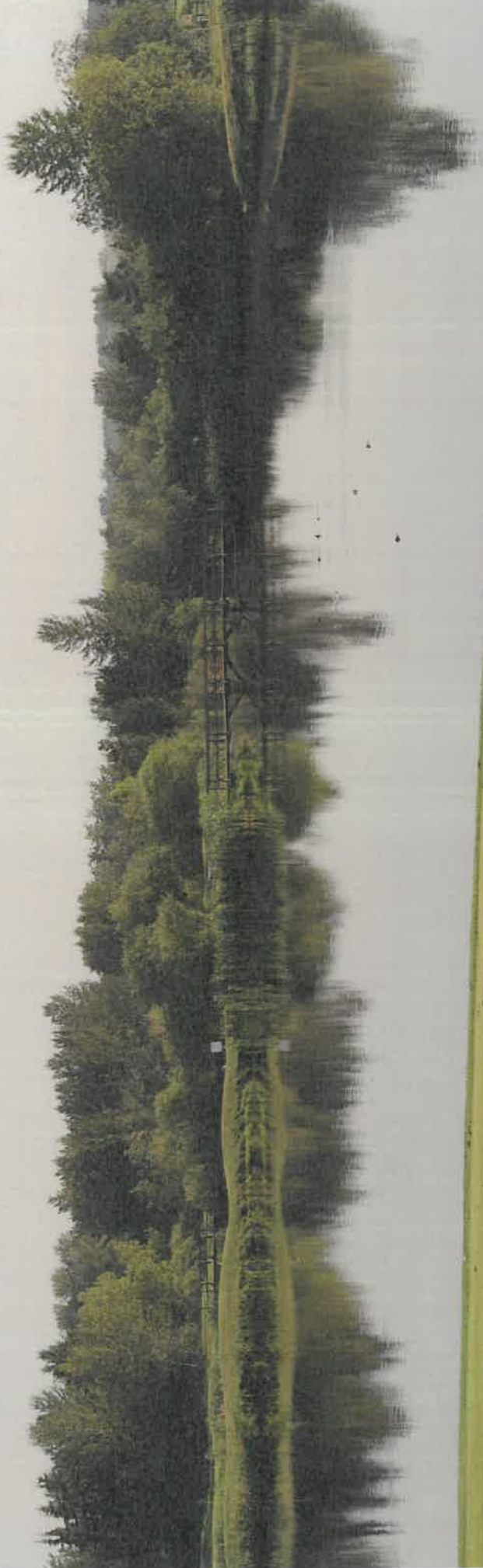
Allison Zinnick
Administrative Coordinator
Federation of Alberta Gas Co-ops Ltd.
M:780-416-6543 | D:780-416-6538
www.fedgas.com



8429 24 Street NW, Edmonton, AB T6P 1L3
~Ensuring Successful Co-operative and Community Utilities~



17th Annual Federation Charity Golf Classic



Proudly supporting the



Multiple
Sclerosis
Society of
Canada

Alberta & Northwest Territories Division

Thursday, August 10, 2023

Goose Hummock Golf Resort
Gibbons, AB



&

17th Annual Federation Charity Golf Classic

Thursday, August 10, 2023

Proudly supporting the



Alberta & Northwest Territories Division

Women are more than **three times** as likely to develop MS than men.

3 new people are diagnosed each day in Canada.

Over **100,000** Canadians live with MS.

Approximately **1,000 new cases** of MS are diagnosed each year in Canada.

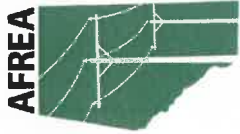
Canada has the **highest rate** of MS in the World.

Over **14,000** Albertans are living with MS.

MS is usually diagnosed between the ages of **15 to 40**.

Proceeds from the tournament will continue to support the Multiple Sclerosis (MS) Society of Canada, Alberta & Northwest Territories Division. The proceeds are allocated to offset the costs in producing education, information, advocacy and awareness events in rural Alberta for both community members and their health professionals.

This Charity Golf Classic is a highly anticipated event that sells out every year. Sponsorship opportunities and Golf spots are limited and fill up quickly!



&



17th Annual Federation Charity Golf Classic

Thursday, August 10, 2023

Important Information

- **Entry Fee** - \$195 per golfer
(included Green Fees, Cart, Full Breakfast, Food Holes, and BBQ)
- **Sponsorship, Donation, and Prize Opportunities available**
- Goose Hummock Golf Resort is **located** 4 km north of Gibbons on Hwy 28

Register online at <https://portal.fedgas.com/golf/> or <https://portal.fedgas.com/golf/sponsorship.cfm>

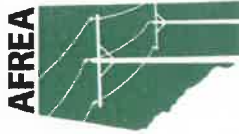
Proudly supporting the



Alberta & Northwest Territories Division

Tentative Schedule

- 7 a.m. - 8:30 a.m.** - Registration & Full Breakfast
(Located at The Marsh - south side of the parking lot)
- 8:45 a.m.** - Golf Cart Parade to your Starting Hole
9 a.m. - Shot Gun Start
- Approx. 3:30 p.m.** (following the day of golf) - BBQ & Speeches
(Located at The Marsh - south side of the parking lot)



17th Annual Federation Charity Golf Classic
Thursday, August 10, 2023

Thank you

In 16 years, we have raised

over \$390,000

for the



Multiple
Sclerosis
Society of
Canada

Alberta & Northwest Territories Division

THANK YOU

THANK YOU

THANK YOU

to the Golfers and following Sponsors for making this event possible

Hole in One Sponsor

Versorium Energy Ltd.

BBQ Dinner Sponsor

Brownlee LLP

Breakfast Sponsor

Alberta Municipalities

Hole Sponsors

840 CFCW & Cabela's Canada
Aon Reed Stenhouse Inc.
Core Network Solutions Inc.
CR Wall
Federation Centre
Gas Alberta Inc.
Jim Peplinski Leasing
Lac La Biche District Natural Gas Co-op Ltd.
Lovat Gas Solutions Ltd.
North Parkland Power Co-op
North East Gas Co-op Ltd.
Russ Bell & Associates Inc.
Servus Credit Union
Ste. Anne Natural Gas Co-op Ltd. (SANG)
Tecvalco Ltd.
The Co-operators
West Parkland Gas Co-op Ltd.
Zone 6 - Federation of Alberta Gas Co-ops Ltd.
Members;
Burnt Lake Gas Co-op Ltd.
Chain Lakes Gas Co-op Ltd.
Crossroads Gas Co-op Ltd.
Diamond Valley Gas Co-op Ltd.
Foothills Natural Gas Co-op Ltd.
G.L.D.C. Gas Co-op Ltd.
Rocky Gas Co-op Ltd.
Town of Sundre Gas Utility

BBQ Sponsor

Chief Mountain Gas Co-op Ltd.

Golf Cart Sponsors

Barchard Engineering Ltd.
Crossroads Gas Co-op Ltd.
Metrix Group LLP

Green Sponsors

North Peace Gas Co-op Ltd.

Tee Box Sponsors

Natural Gas Co-op 52 Ltd.

General Sponsors

Coronado Gas Co-op Ltd.
Hy-Lok Canada
ICPS Inc.
MacKenzie Rural Electrification Association Ltd.
Mayerthorpe & District REA Ltd.

*Thank
you!*

Prize Donations

840 CFCW
Alberta Federation of REAs
Alberta Municipalities
Balon Valves
D.K. Associates
Edmonton Elks
Element
Federation of Alberta Gas Co-ops Ltd.
Gas Alberta Inc.

Goose Hummock Golf Resort
Jurassic Forest
Linestar Utility Supply Inc.
Nova Hotels
Polytubes 2009 Inc.
Qualitec Distributors
Rural Municipalities of Alberta (RMA)
Smoky Lake County
Triple W. Natural Gas Co-op Ltd.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.i

Topic: Service Body Refurbishing

Presented By: Daniel Moric, Gas Department

Recommendation:

To approve the increase in the Natural Gas Capital Budget for Unit 202 Service Body Refurbishing at Western Truck Body from the approved \$13,500 to \$16,890.57, funding the be allocated from reserves.

Background: Received quote from Western Truck Body Edmonton in October 2022 to refurbish the Western Truck Body Mfg. service body from Unit 202 for budgeting purposes. Service body was delivered in March 2023 for refurbishing and on May 12, 2023, due to price increases in materials, the estimate has increased to \$16,890.57 (this price does NOT include GST). This includes installation of service body on Unit 202A, the replacement truck for unit 202. In 2022, the cost of refurbish and installation of a service body was \$13,500. A brand new replacement service body is around \$23,00 to \$25,000.

Benefits: Currently, the service body has some peeling paint and oxidized aluminum exposed. It is also currently white in color. The refurbishing will restore the service body to new condition, and color match it red to the replacement truck.

Disadvantages: Increase in approved 2023 Natural Gas Capital Budget

Alternatives: Look for another company to only repaint service body.

Financial Implications: Increase approved budget of \$13,500 to \$16,890.57, as per updated quote. The increase will be funded from Natural Gas Reserves.

Legislation: N/A

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): Please see attached quote from Western Truck Body

Signature of the ^{Assistant} CAO: 



Western Truck Body Mfg ULC

6115 - 30 Street
Edmonton, AB T6P 1J8 Canada

Phone: (780) 466-8065
Fax: (780) 468-1577
BN: 105641815

Estimate No: 3791

May 12, 2023

Page: 1

Attention:

SMOKY LAKE COUNTY

PO BOX 310
Smoky Lake, AB T0A 3C0
Canada
Phone: 780-424-7103

Chassis Info

Vehicle Year
Vehicle Make
Vehicle Model
Vehicle Height
Wheel Base

Attention Daniel

Western Truck Body is pleased to offer the quoted price for this product.

Line: 1

Part ID: **REFURB-SLIPIN-REPAINT**

Rev:

Refurb Slip-In Re-paint complete

Repaint WTB Slip In Unit

- Remove all doors & frames
- Build door frames for all WTB round corner doors (this is less expensive than trying to save the old frames as they are normally damaged when removing)
- Replace all hardware with the new stainless steel hardware including whale tail door handles, gas shocks and door seals
- New aluminum rock guard
- Strip down to raw aluminum
- Repair any cracks or welds
- Weld holes on roof from old style roof rack
- Paint to color match chassis Ford Race Red PQ/M7236

Quantity	U/M	Unit Price	Discount	Discounted Unit Price	Addl Charge	Lead Time	Total Price
1.00	EA	8,000.00000					C\$8,000.00 *

Line: 2

Part ID: **10100INS**

Rev: **ACTIVO**

Install Customer Supplied Parts

Install Customer Supplied Parts

- Complete rewire of slip in and chassis
- Replace compartment lights
- Replace missing work lights LED spot/flood lights
- Replace CHMSL light
- Install beacon light
- Install slip in on new chassis

Quantity	U/M	Unit Price	Discount	Discounted Unit Price	Addl Charge	Lead Time	Total Price
1.00	EA	8,890.57000					C\$8,890.57 *



Western Truck Body Mfg ULC

6115 - 30 Street
Edmonton, AB T6P 1J8 Canada

Phone: (780) 466-8065
Fax: (780) 468-1577
BN: 105641815

Estimate No: 3791

May 12, 2023

Page: 2

* Indicates Pricing Excluding Tax

SubTotal:

\$16,890.57

Salesperson:

Prices are Valid Until June 11, 2023

Due to Government Import Duties & Mill availability, steel pricing is unstable & therefore, subject to sudden changes. All Orders may be subject to a Surcharge.

All modifications not included in quotations are subject to extra charge (example: move muffler, add springs, modify existing hitch to fit, etc.). Any customer items left on premises are at customers risk and subject to storage fees. Design specification subject to upgrade modifications. Dimensions are nominal.

Please note delay of chassis is customer responsibility, 75% of payment is due 30 days after specified delivery date (unit to be painted and prepped). Left over truck boxes and equipment to be picked up within 5 business days of notification of job completion. Remaining items will be subject to a charge of \$8.00 PER DAY starting on the 6th day. All items left at owners risk.

We thank you for the opportunity to submit a quotation. Should you require any further information, please contact your sales representative at (780) 466-8065.

Print Name: _____ PO #: _____

Signature: _____ Date: _____



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.j

Topic: Natural Gas Rate Increase

Presented By: Daniel Moric, Gas Department

Recommendation:

Smoky Lake County Council give 1st, 2nd, Permission for 3rd, and 3rd reading to Natural Gas Bylaw No 1448-23 to increase the operating and maintenance charge on the domestic gas rate from \$1.90 per gj to \$2.00 per gj

Background:

In July 2021, Gas Alberta increased their variable rate charged from \$0.20 per gigajoule to \$0.24 per gigajoule. In 2022 Smoky Lake County gas department reported a loss. Attached is an analysis prepared by Brenda Adamson, Finance Manager with recommendations to improve the 2023 gas margin. One recommendation is to increase the Operating and Maintenance charge to cover the \$0.04 increase and gas losses.

The industry accepted gas losses are 5-10 %, however our historical losses have been 0.5-2%. It is difficult to convert this to an expected dollar cost because the natural gas price varies each month. Based on our projected sales (and average cost thus far) for 2023, 2% loss would cost approximately \$42,000. Losses to April 30 have been 2.93% for a total cost of \$15,805.64

An increase of \$0.10 on the domestic O & M charge should bring in an estimated \$30,000 additional revenue for 2023. As part of the year end process, finance will provide a report quantifying actual losses compared to the estimate.

The average O & M rate for members of the Federation of Alberta Gas Co-ops is \$1.70, however the average service fee is \$27.75 (our charge is \$25).

Benefits:

The gas department will recoup some of the potential gas losses as well as the extra \$0.04 increase in costs.

Disadvantages:

Customers will have increased costs along with the increased carbon charge that Smoky Lake County has no control over.

Alternatives:

- Leave the O & M price at \$1.90
- Increase the O & M to \$2.10 to ensure the current rate of loss is covered.

Financial Implications:

The \$2.00 O & M charge should increase revenues by approximately \$30,000.

Legislation:

n/a

Intergovernmental:

n/a



Request for Decision (RFD)

Strategic Alignment:

Na/

Enclosure(s):

Analysis of Natural Gas Margin

Draft Natural Gas bylaw 1448-23

March Gas/April Billing Gas rate survey provided by the Federation of Alberta Gas Co-ops

Signature of the CAO:

Assistant


SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1448-23

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE SETTING
AND COLLECTION OF NATURAL GAS RATES, FEES AND CHARGES.

PURSUANT TO provisions of the *Municipal Government Act*, Chapter M-26, 2000 and amendments thereto:

WHEREAS, the Smoky Lake County (the "County") operates a gas supply and distribution system; and

WHEREAS, the owner of a parcel of land is responsible for the construction, maintenance and repair of a service connection of a municipal public utility located above, on or underneath the parcel; and

WHEREAS, there are substantial costs involved in the operation and maintenance of the aforementioned services; and

WHEREAS, it is the intention of the County's council (the "Council") that wherever possible, the cost of providing the service be paid for by the user;

NOW THEREFORE, the Council of Smoky Lake County, in the Province of Alberta, duly assembled, and pursuant to the authority conferred upon it by the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, does hereby enact as follows:

SECTION 1: NAME OF THIS BYLAW

1.1 This Bylaw may be cited as the "Natural Gas Bylaw".

SECTION 2: APPLICATION FOR SERVICE

2.1 An application for natural gas services provided by the County (the "Natural Gas Service") shall be made by each prospective customer (the "Customer") prior to service connection (or in the case of transfer of ownership of an existing serviced location, prior to continuation of gas services), by completing and executing **Schedule "A": Natural Gas Installation and Service Agreement**, as may be applicable to the Customer and customer class below, or providing a request for service in the form of an application for service as established, amended or replaced by the County from time to time (collectively, the "Natural Gas Application for Service").

2.2 All service applications shall be made in the name of the registered owner of the Property (the "Owner"). In the event that the Property is occupied by a renter other than the Owner ("Renter"):

2.5.1 at the request of the Owner and subject to the Owner and the Renter executing the County's form of service agreement (the "Customer Contract"), a copy of all bills, invoices and notices respecting all Natural Gas Services to the Property (the "Natural Gas Bill(s)") shall be mailed to the Renter;

2.5.2 the Customer Contract and the corresponding gas account (the "Gas Account"), however, shall remain the responsibility of the Owner as the Customer.

2.2 Each Customer shall be placed within a customer class and corresponding gas rate classification as set forth within the parameters of **Schedule "C": Customer Gas Rate Classification** upon:

2.6.1 receipt and conditional acceptance of the Natural Gas Application for Service; or

- 2.6.2 request for change in natural gas service requirements, customer class, and/or corresponding gas rate classification (“**Request for Change of Service/Customer Class**”), subject to management’s recommendation and Council’s approval.
- 2.2 Upon approval of a Natural Gas Application for Service or a Request for Change of Service/Customer Class, the Customer shall be bound to or execute the applicable Customer Contract:
- 2.2.1 all Class 1 Residential/Domestic and Class 2 Commercial Customers, as contemplated within **Schedule “C”: Customer Gas Rate Classification**, shall be subject to all rights, requirements, terms and conditions of Natural Gas Service contained within **Schedule “A”: Natural Gas Installation and Service Agreement**;
- 2.2.2 all Class 3 Industrial Customers, as contemplated within **Schedule “C”: Customer Gas Rate Classification**, shall be subject to all rights, requirements, terms and conditions of Natural Gas Service contained within either:
- 2.2.2.1 **Schedule “A”: Natural Gas Installation and Service Agreement**; or
- 2.2.2.2 at the option of the County, the County’s form of natural gas service contract presented to the Customer for execution as a condition of Natural Gas Service under Class 3 Industrial Customer class;
- 2.2.3 all Class 4 Municipal Customers, as contemplated within **Schedule “C”: Customer Gas Rate Classification**, shall be subject to all rights, requirements, terms and conditions of Natural Gas Service contained within the form of natural gas bulk service agreement to be executed by the County and the Customer as a condition of Natural Gas Service.
- 2.4 All Customers must provide the County’s authorized agent the right to enter the Property service or to be serviced by the County (the “**Property**”) at periodic intervals to inspect and the meter, valves or other related natural gas infrastructure, together with natural gas appliances or other equipment within the Property.
- 2.6 It shall be the responsibility of the Owner, Renter or any occupant of the Property to ensure that employees of the County or its duly authorized agents have safe access to the meter, valves or other related natural gas infrastructure.
- 2.7 A service application fee as per **Schedule “B”: Fees and Charges** shall be charged and paid by each and every Customer for each:
- 2.7.1 Natural Gas Application for Service submitted to the County by the Customer including, without restriction, each time there is a change in the ownership of the Property;
- 2.7.2 Request for Change of Service/Customer Class submitted to the County by the Customer; and
- 2.7.3 request for a Renter to execute a Customer Contract including, without restriction, the request of the Owner to attach or change the name of a Renter on a Customer Contract and/or attached to the Gas Account;

in each case the corresponding fee shall be added to the applicable Gas Account for the Customer.

SECTION 3: FEE FOR SERVICE

- 3.1 Charges shall be made against the Gas Account for each Customer of a Property which are served by the Natural Gas Service for the supply and distribution of Natural Gas where applicable, as per **Schedule “B”: Fees and Charges**, attached to and forming part of this Bylaw.
- 3.2 The County may make the Customer responsible for the cost of repair of the portion of the service connection from the main line of the system to the gas meter, if any damages to that part of the

- system were caused by the negligence of the Owner or Renter, or their contractors, agents, employees, or invitees.
- 3.3 Any repairs to gas infrastructure downstream of the County's meter (e.g., within the Customer's premises) will be done at the Customer's expense as per **Schedule "B": Fees and Charges**, attached to and forming part of this Bylaw.
- 3.4 Monthly, the County shall post mail or email each Customer a Natural Gas Bill including a statement of Natural Gas Services provided during the previous month at a rates set within per **Schedule "B": Fees and Charges**, and **Schedule "C": Customer Gas Rate Classification**, attached to and forming part of this Bylaw.
- 3.5 Each Natural Gas Bill shall name a day and the place when and where such charges are to be payable, and the amount due within each Natural Gas Bill shall be added to the Gas Account for the corresponding Property.
- 3.6 Subject to the execution and delivery of a Customer Contract by a Renter as contemplated within this Bylaw, the County shall provide a copy of each Natural Gas Bill to the Renter, and accept payment from the Renter for and on behalf of the Customer to the credit of the Gas Account attached to the corresponding Property.
- 3.7 The County's record of the mailing of Natural Gas Bills shall be sufficient evidence that the notice was sent to the last known address of the Customer and, if applicable, and Renter. The failure to receive such notice does not relieve the Customer and, if applicable, and Renter from the penalties hereby imposed or under the Customer Contract.

SECTION 4: PAYMENT OF ACCOUNTS

- 4.1 The Natural Gas Bills shall be deemed overdue and subject to a penalty if unpaid beyond 28 days after the last day of the month for which the billed-gas was consumed.
- 4.2 Any amount imposed within Natural Gas Bills shall be considered paid if payment is received at the County Office at time of opening on the first working day following the 27th day of the month. (Note: some banking institutions require up to three days to forward payments).
- 4.3 In the event any amounts contained within a Natural Gas Bill remains unpaid at the end of 90 days from the last day of the month for which the billed-gas was consumed, the County shall have the right to disconnect the natural gas supply to the Property to which the rates were charged. In this regard:
- 4.3.1 Natural Gas Service shall not be restored until the full outstanding balance of the Gas Account, including both current and Gas Account Arrears, plus a reconnection charge is paid;
- 4.3.2 Disconnection for non-payment of Natural Gas Bills shall be performed between the hours of 8:00 a.m. and 4:00 p.m. - Monday through Friday, excluding holidays;
- 4.3.3 Reconnection will only be performed during normal working hours 8:00 a.m. to 4:00 p.m. - Monday through Friday, excluding holidays; and
- 4.3.4 If reconnection is required after hours, the full amount of the account shall be paid, plus an extra charge shall be charged and paid, prior to reconnection, to cover the overtime costs which shall apply. This payment shall be paid, in cash, to the County's "on call" employee or agent prior to the service being reconnected.
- 4.4 In default of payment of any Natural Gas Bill after the date for payment required within this Bylaw, the County shall have the right to enforce payment of the said amounts in arrears by transfer of any and all amounts shown within the Gas Account which are past due (the "**Gas Account Arrears**") to the Owner's property tax account for the corresponding Property.
- 4.5 If the Property lies within the boundaries of another municipality, and if the Gas Account falls into arrears or default, in addition to any and all other rights or remedies available under the Customer Contract the County may, at its discretion, seek a Court Judgment in claim of such arrears. Further, upon receiving a Judgment in its favour in these regards, the County may then file a Writ on the

title of the Property and/or any and all other lands owned by the Customer to obtain payment for Gas Account Arrears.

- 4.6 In the event of a payment, either by cheque or direct deposit, being returned for insufficient funds, a charge of TWENTY FIVE DOLLARS (\$25.00) shall be added to the Gas Account and the payment shall be charged back to the Gas Account. The resulting unpaid balance, together with the above-noted fee, shall then be treated as and shall form a part of the Gas Account Arrears.
- 4.7 Unless otherwise specifically provided for within the Customer Contract, interest shall accrue on the balance of all Gas Account Arrears at the rate of 12% per annum, from but excluding the date required for payment, to and including the date that unconditional payment is received by the County as contemplated within this Bylaw.

SECTION 5: CONNECTION OF SERVICE

- 5.1 No person other than an employee of the County or its duty authorized agent shall turn off or turn on the natural gas supply from the County's supply system to the Property or any premises contained within, nor attempt to do so. To contravene this section of this Bylaw subjects the offending party to a fine as per **Schedule "B" Fees and Charges**, which is attached to and forms part of this Bylaw
- 5.2 The cost of connecting a Customer's Property with the County's natural gas mains on the Property shall be as per **Schedule "B" Fees and Charges**, which is attached to and forms part of this Bylaw.

SECTION 6: DISCRETION

- 6.1 Discretionary power shall be awarded to the County's Chief Administrative Officer to be exercised in unique or special circumstances.

SECTION 7: EFFECTIVE DATE OF BYLAW

- 7.1 This Bylaw shall take effect on the day of the Third and Final Reading.
- 7.2 Bylaw No. 1427-22 being the previous natural gas rates of Smoky Lake County is hereby repealed.

READ FIRST TIME THIS ____ DAY OF _____, 20__.

READ A SECOND TIME THIS ____ DAY OF _____, 20__.

READ A THIRD TIME AND FINAL PASSED THIS ____ DAY OF _____, 20__.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER



SCHEDULE "A"

Natural Gas Installation and Service Agreement

THIS AGREEMENT made effective the _____ day of _____, 20____

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called the "County")

OF THE FIRST PART

- and -

of _____
Telephone: Res: _____ Business: _____ Cellular: _____
(hereinafter referred to as "the Owner" as shown on the tax roll)

OF THE SECOND PART

of _____
Telephone: Res: _____ Business: _____ Cellular: _____
(hereinafter called "the Renter")

OF THE THIRD PART

(The Renter shall hereinafter be referred to as the "Customer")
(If no Renter is included as a party to this agreement, the owner shall be referred to as the "Customer")

WHEREAS the County intends to acquire or has acquired a supply of natural gas and intends to construct a natural gas distribution system;

AND WHEREAS the Customer requires a supply of natural gas;

AND WHEREAS the Owner agrees to have the County supply natural gas to the Customer;

AND THEREFORE THIS AGREEMENT WITNESSETH THAT IN CONSIDERATION of the premises, covenants, agreements and the fees to be paid hereunder, the Parties covenant and agree to the conditions as follows and the additional conditions as set within this agreement:

1. That the said natural gas service will be supplied to lands legally described as:

(hereinafter referred to as the "the Lands")
2. **FEE:**
 - 2.1 The Customer agrees to contribute \$ _____ + GST toward the cost of the County's natural gas distribution system or such other amount as may be determined by the County from time to time.
 - 2.2 The Customer agrees to also pay a service charge of \$ _____ + GST a month or such other amount as may be determined by the County from time to time. The first service charge payment shall be made within three (3) months of the date that the natural gas is made available to the Customer.
 - 2.3 The Customer agrees to also pay for all natural gas supplied to the Lands and that the amount charged by the County for natural gas shall be such rate as may be determined by the County from time to time.

3. CONDITIONS:

- 3.1 The Customer and Owner agree that if the Customer vacates the Lands with outstanding obligations or liabilities to the County then the County shall be entitled to discontinue the gas service to the Lands until such outstanding obligations or liabilities have been fulfilled.
- 3.2 If the County discontinues the gas service under Section 3(1) then the County shall continue to charge, and the Customer and Owner shall be obligated to pay, the monthly service charge and interest.
- 3.3 If the County discontinues the gas service under Section 3(1) and the County is later requested to restore the gas service, then the Customer or the Owner shall be required to pay reconnection fee of \$ _____ + GST or such other amount as is determined by the County from time to time, prior to the restoration of the gas service.
4. If the owner's land that is to be serviced by Smoky Lake County Natural Gas lies within the boundaries, of another municipality, the owner hereby charges the lands as security for payment to the County of all amounts owing by the owner/customer with regards to the supply of natural gas to the lands. The County shall not be required to postpone its charge in favour of any subsequent mortgagee and in the event arrears arise with regards to natural gas supplied to the lands, the County shall provide notice to the holder of any mortgage registered at Alberta Land Titles on the lands.

- 5. If the owner's land that is to be serviced by Smoky Lake County Natural Gas does not lie within the boundaries, of another municipality, then the foregoing section (4) does not apply to the owner.
- 6. The addresses of the parties hereto, to which all communications, notices or bills shall be addressed or served and to which all payment shall be made are as follows:

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

And for the Customer:

And for the Owner:

ADDITIONAL CONDITIONS: *(These additional conditions form an integral part of the agreement.)*

- 1. That the County will sell and deliver, so far as is practical for the County to do so, and the Customer will purchase from the County, the Customer's entire needs for natural gas.
- 2. The Customer and the Owner acknowledge that they have each received a copy of the County's Rules and Regulations with respect to natural gas service. The said Rules and Regulations are hereby incorporated into and form part of this agreement. The customer and the Owner agree that the said Rules and Regulations may be added to, altered or amended by the County from time to time and shall become binding upon each of them upon publication of such addition, alteration or amendment in a local newspaper, or upon a copy thereof being delivered to the Customer and the Owner or mailed to each of them by regular mail at their respective addresses as shown in this Agreement or any change thereto.
- 3. The Owner by hereby signing this agreement shall grant to the County, without any cost to the County, an easement and right-of-way to come upon the Lands to survey, measure, dig and to construct and maintain all necessary piping, meters and equipment to enable the County to deliver natural gas to the Customer or other customers of the County and without restricting the generality of the foregoing, the Owner shall execute the County's standard form of easement or utility right-of-way agreement forthwith upon request of the County.
- 4. The Customer shall execute a consent form wherein he consents to all rights, powers and privileges given to the County under any easement or utility right-of-way agreement executed by the Owner under Section 3(a) of this agreement.
- 5. The Owner agrees that he and the Customer shall be jointly and severally liable for all of the liabilities and obligations of the Customer arising out of this Agreement and the Rules and Regulations, and without restricting the generality of the foregoing, the Owner agrees that if the Customer fails to carry out or fulfill their obligations under this agreement of the Rules and Regulations then the Owner will be absolutely and unconditionally responsible for the same.
- 6. The Customer agrees that they are not released from his obligations or liability to the County under this Agreement or the Rules and Regulations if the Owner is required to assume the same under Section 5.
- 7. This Agreement shall remain in full force and effect and be binding upon the Parties hereto, their respective heirs, successors and assigns, except as otherwise provided in the Agreement or the Rules and Regulations.
- 8. The Customer agrees that they shall only be entitled to terminate this Agreement in accordance with the Rules and Regulations.
- 9. The Owner agrees that they shall only be entitled to terminate this Agreement in accordance with the Rules and Regulations and that in the event of such termination there will still be certain continuing obligations and covenants on his part to the County as set out in the Rules and Regulations.
- 10. The Customer and Owner acknowledge that the County may terminate this Agreement as provided in the Rules and Regulations.

Each party hereto may change its address by notice in writing served upon the other party.
IN WITNESS THEREOF the parties hereto have executed these presents effective the day and year first above written notwithstanding the actual date or dates of execution.

SIGNED, SEALED AND DELIVERED

SMOKY LAKE COUNTY

PER: _____

In the presence of:

Witness

Owner

Witness

Renter/Owner

Schedule "B": Fees & Charges

Page 2 of 2.



SCHEDULE "B"

Fees & Charges

<u>ITEM DESCRIPTION</u>	<u>COST</u>
Application Fee (New Customer or New Owner)	\$90.00 per application
Request for Change of Service/Customer Class	\$90.00 per request/change
New and/or Change of Renter on a Customer Contract	\$90.00 per request/change
Monthly Service Charge - Residential	\$25.00 per month per riser
Monthly Service Charge - Commercial	\$60.00 per month per riser
Operations & Maintenance Charge	\$2.00 per gigajoule consumed during each billing period
Capital Replacement Levy	\$0.40 per gigajoule consumed during each billing period
Cost of Natural Gas	Flow through cost from supplier per gigajoule consumed during each billing period
Gas Meter/ Re-connection	\$90.00 new ownership \$250.00 if locked off
Installations:	
• Rural	\$7,000.00
• Urban	\$3,500.00
Polyethylene Pipe/Wire	25% above cost
Renter's Deposit	\$350.00
Riser/Shutoff Material	\$90.00 per hour
Service Technician	\$90.00 per hour
Thermocouple Replacement	\$150.00 Day Call \$250.00 After hours call
Large Trencher	\$4.50 per meter or \$135.00/hr (whichever is greater)
Small Trencher	\$90.00 per hour
Over time Charge	\$135.00 per hour
Fine for tampering with County gas infrastructure, plus total replacement cost	\$ 500.00
Negligent underground pipeline strikes	\$1000.00 charge in addition to repair cost.
All other chargeable items	25% above cost



SCHEDULE "C"

Customer Gas Rate Classification

CUSTOMER CLASSIFICATION	NATURAL GAS RATE
<p>Class 1 (Residential/Domestic) Under 20,000 Gigajoules per year</p>	<p>Gas Alberta Rate per gigajoule consumed + Gas Alberta Variable Rate per gigajoule consumed + \$2.00 per gigajoule consumed O&M charge + \$0.40 per gigajoule consumed Capital Replacement Levy.</p>
<p>Class 2 (Commercial) 20,000-35,000 Gigajoules per year</p>	<p>Gas Alberta Rate per gigajoule consumed + Gas Alberta Variable Rate per gigajoule consumed + \$0.78 per gigajoule consumed</p>
<p>Class 3 (Industrial) Over 35,000 Gigajoules per year</p>	<p>Gas Alberta Rate per gigajoule consumed + Gas Alberta Variable Rate per gigajoule consumed + \$0.80 per gigajoule consumed for 0-35,000 gigajoules per calendar year, \$0.60 per gigajoule consumed for 35,000-85,000 gigajoules per calendar year, or \$0.40 per gigajoule consumed for over 85,000 gigajoules per calendar year.</p>
<p>Class 4 (Municipality) Bulk natural gas sales to another Gas Utility</p>	<p>Gas Alberta Rate per gigajoule consumed + Gas Alberta Variable Rate per gigajoule consumed + \$0.10 per gigajoule consumed Transmission Charge + \$0.02 per gigajoule consumed Administration Charge.</p>
<p>Class 5 (Industrial Transportation) Industrial customer, as defined within the Gas Distribution Act, who consumes over 10,000 GJ per year. Customer must source natural gas from own marketer. County is not billed by Gas Alberta Inc for the natural gas consumed by customer. Customer billed for using our infrastructure on a per GJ basis.</p>	<p>\$1.00 per gigajoule consumed through the County's on-site metering equipment.</p>



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

ANALYSIS OF NATURAL GAS GROSS MARGIN

May 12, 2023

SUMMARY

The 2022 financial statements showed a substantial decrease in the profit from gas which resulted in an overall loss for the year. The gross margin decreased from \$613,986 in 2021 to \$386,703 in 2022. This decrease coincides with the implementation of a new financial system thus there were concerns the billing was not correct. A thorough review of the Diamond system confirmed that the billing calculations and postings are correct.

An analysis of the amount of gas purchased vs the amount sold showed that variance was over 22,000 gj which equaled sales in the amount of over \$170,000. 22,000 gj was a 6% gas loss. Although a loss between 5 and 10% is considered the industry standard, our losses previously averaged 0.5-2%.

Smoky Lake County staff are taking actions to identify losses quickly. A price increase should also be considered to cover an increase in service charge from Alberta Gas Federation as well as covering potential losses of 5%.

BACKGROUND

From 2015 to 2021, the average profit margin was \$576,535 (46%). In 2022 it decreased to \$386,703 (15%). The 2022 gross margin was \$190,000 less than average years. This was the major contributor to the overall department loss.

However beginning November, 2022 the gross margin increased back to the expected level and for the first 4 months of 2023, the profit margin is 48%.

	Total Gas Rev	Purchase	Capital	Gross Marg	Profit Marg
2023	\$ 1,161,436.33	-\$ 743,416.08	-\$ 59,264.46	\$ 358,755.79	48%
2022	\$ 3,224,440.00	-\$ 2,692,763.00	-\$ 144,974.00	\$ 386,703.00	14%
2021	\$ 2,703,448.00	-\$ 1,942,250.00	-\$ 147,212.00	\$ 613,986.00	32%
2020	\$ 1,975,881.00	-\$ 1,261,073.00	-\$ 149,802.00	\$ 565,006.00	45%
2019	\$ 1,938,495.00	-\$ 1,202,745.00	-\$ 148,785.00	\$ 586,965.00	49%
2018	\$ 1,707,265.00	-\$ 1,009,512.00	-\$ 142,615.00	\$ 555,138.00	55%
2017	\$ 2,037,888.00	-\$ 1,332,523.00	-\$ 143,776.00	\$ 561,589.00	42%

www.smokylakecounty.ab.ca

METHODOLOGY

The Natural Gas billing process was reviewed by conducting the following inspections:

1. Manually calculated several bills to individuals and organizations.
2. Manually verified the amounts billed to the Town of Smoky Lake and Tree Nurseries.
3. We compared the amount of gas purchased to the amount billed out for every month since January 1, 2020.
4. We ensured that the amounts calculated in the billings reconciled with the revenue recorded in the general ledger.

FINDINGS

The auditors and financial staff verified the amount invoiced and the revenues recorded in the system and found that the system is processing the readings correctly. As a result of the review however, it was discovered over the past few months that there were a few meters that had stopped recording usage. These were corrected as soon as they were identified. There is no way to go back to previous months or years to verify the readings were correct and there is no practice in place to perform checks.

There were some challenges when comparing gj variances for prior years. The previous financial system treated the accounts that are on the budget plan differently than Diamond. Previously, revenue for the budgeted accounts was recorded as the budgeted amount. In May, the difference between the actual usage and the budgeted usage was recorded. Diamond records the actual usage each month and notes on the invoices that the customer should pay the budgeted amount. This allows us to compare exactly what was purchased with what was sold each month.

In 2022 we sold 22,609 less gj of natural gas than we purchased. This equals a loss of revenue of \$170,451. We believe this shortfall is due to a leak that was not discovered until August

2022	From Gas AB Invoices		From Levy Services Summary				Total Consumption		GJ Variance	% Variance	Sale Rate	Variance in \$
	Total Purchased	Town of Smoky Lake	SL Forest Nursery		Sungro		Tremel	Total Sold				
			Domestic	SL Forest Nursery	Sungro	SL Forest Nursery						
January	83,933.00	13,348.00	64,585.00					59,904.02	4,680.98		5.89	27,570.97
February	74,838.00	18,261.00	56,577.00		2,099.99	8,086.44		7,843.27	9,975.86		6.74	67,237.30
March	67,457.00	15,527.00	51,930.00		1,918.95	18,963.03		5,849.13	(9,901.60)		6.84	(67,726.94)
April	48,043.00	11,446.00	36,597.00		1,308.20	9,469.33		3,550.99	4,058.52		7.14	28,977.83
May	23,832.00	5,816.00	18,016.00		480.30	5,248.41		1,189.04	1,117.69		8.89	9,936.26
June	11,134.00	2,876.00	8,258.00		4,441.30	26.42		19.46	6,907.94		10.04	13,554.60
July	8,870.00	2,345.00	6,525.00		3,636.39	13.11		4,617.03	1,907.97		9.34	17,820.44
August	10,611.00	2,228.00	8,383.00		3,357.86	10.02	2,011.27	5,379.16	3,003.65		7.89	23,700.38
September	15,931.00	3,530.00	12,401.00		5,765.95	32.45	3,186.19	96.10	3,300.31		7.74	25,544.40
October	25,965.00	7,755.00	18,210.00		13,771.66	506.08	3,521.22	120.91	17,918.87	290.13	-1.59%	1,926.46
November	58,844.00	17,084.00	41,760.00		30,908.33	2,100.36	4,726.25	2,221.86	39,956.80	1,803.20	-4.32%	13,686.29
December	77,005.00	23,861.00	53,144.00		46,109.86	2,576.52	6,887.49	3,434.76	52,121.14	1,022.86	-1.92%	8,04
	506,463.00	130,077.00	376,386.00		199,873.20	11,073.00	58,600.43	24,325.52	353,776.17	22,609.83	-5.01%	170,451.79

2022 Natural Gas Leak

In August 2022 we received a call reporting a gas smell in the field. The location was amongst three pipelines right of way. The emergency locates were placed to the oil companies. This paperwork and communication took two more months, and the Natural Gas department was not given permission to dig. Due to concerns about the length of time to deal with the oil

companies, the Natural Gas department re-looped the line on the outside of their right-of-way boundaries to abandon that section in September. They were not able to expose the site to determine the cause of the leak. In October the department was able to hydrovac across the right of ways and then installed a replacement section of pipe. Based on the gas lost, it appears that the leak had been going on for several months.

The chart above shows the gj and percentage variance for each month. March is the first month using the new billing system. At that time, we had to record all the missing gas distributed from the budget program. This is why there appears to be a substantial overbilling. From April on, the gas purchased vs gas sold should be within the allowable loss range. Beginning June, the %variance is 16% and it continues high until October when the operators completed repairs.

GAS ALBERTA CHARGES

Gas Alberta increased the variable charge from \$0.20 to \$0.24. This increase should have been passed directly on to customers. It equates to over \$10,000 in lost revenue.

CONCLUSIONS

Diamond does calculate and bill the natural gas sales differently from the legacy system, however calculation checks verify that the system is processing billing correctly.

There was a gas leak in 2022 that resulted in a larger than normal sales variance. To mitigate this risk in the future, we are working with Diamond to create extra reports for balancing.

The increase in Gas Alberta charges decreased the gross margin earned in 2022 as well.

RECOMMENDATIONS

The Natural Gas Department should carry out the following activities to verify accurate levies and ensure costs are covered.

1. Conduct a manual meter read a minimum of once per year as a check for the automatic meter reading system.
2. Continue to work with Diamond to prioritize the creation of customized reports to allow balancing by area.
3. Increase the levy to accommodate the charge increase and to ensure the cost of average gas losses is covered.

Utility Name	Zone	Wholesale Gas Purchased from	Wholesale Purchase Rate	Location of Variable Rate	Delivery/V-Wholesale Rate (Per Gallon)	Gas Loss Wholesale Price (%)	Gas Loss Charge (%)	Gas Loss Charge (GJ)	System Improvement Fee	Other Charges on the Gas Rate	TOTAL	Monthly Service Charge	Gas Loss Monthly	System Improvement Monthly Charge	Other Monthly Charges	TOTAL MONTHLY	Urban	Rural
Birch Hills Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		1.70						4.09	29.50				29.50	4500.00	8500.00
Central Peace Natural Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		1.60						3.99	25.00				25.00	9000.00	9000.00
Dene Tha	1 GAI		2.15 Utility's Variable Rate		3.50						5.65	10.00				10.00	0.00	0.00
East Peace Gas Co-op Ltd.	1 GAI		2.15 Utility's Variable Rate		1.69				0.00	2.63	3.84	20.00	0.00	0.00	0.00	20.00	4000.00	9000.00
East Smoky Gas Co-op Ltd.	1 GAI		2.15 Utility's Variable Rate		1.79						3.98	25.00		0.10		25.10	3000.00	7500.00
North Peace Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		1.34						3.77	30.00				30.00	3000.00	7500.00
Northern Lights Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		1.42		0.95				4.80	20.00	20.00			40.00	2000.00	8000.00
Paddle Prairie Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		0.00			0.24			2.39	20.00				20.00	0.00	0.00
Prairie River Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		1.80						4.43	22.00				22.00	4500.00	8000.00
Swan River Gas Co-op Ltd.	1 GAI		2.15 Gas Rate		2.10						4.49	26.75	5.50			32.25	4250.00	8000.00
Town of High Prairie	1 GAI		2.15 Gas Rate		1.60						3.99	25.00				25.00	0.00	0.00
Town of Rainbow Lake Gas Utility	1 GAI		2.15 Gas Rate		2.50						4.89	22.00				22.00	0.00	0.00
Town of Valleyview Gas Utility	1 GAI		2.15 Gas Rate		1.70						4.13	15.00		0.00	0.00	15.00	0.00	0.00
Town of Valleyview Gas Utility	1 GAI		2.15 Gas Rate		1.30						3.73	22.00				22.00	3600.00	7500.00
Buck Mountain Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		1.50						4.15	34.00	0.00	0.00	0.00	30.00	6400.00	8000.00
Evergreen Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		2.00				0.00	0.00	3.89	30.00	0.00	0.00	0.00	30.00	6400.00	8000.00
Fembyna River Natural Gas Co-op Ltd.	2 GAI		2.15 Utility's Variable Rate		2.00				0.00	0.00	4.15	35.00				35.00	4500.00	7500.00
Ste. Anne Natural Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		2.10						4.98	35.00		5.00		40.00	4500.00	7500.00
TRL Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		1.76						4.21	28.00		2.75		30.75	3500.00	8500.00
West Parkland Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		1.39						3.82	24.00				24.00	5000.00	8500.00
Yellowhead Gas Co-op Ltd.	2 GAI		2.15 Gas Rate		1.60						3.99	18.00				18.00	4000.00	8000.00
County of Two Hills Gas Utility	3 GAI		2.15 Gas Rate		1.60						3.71	30.00	5.00			35.00	2750.00	8000.00
County of Vermilion River	3 GAI		2.15 Utility's Variable Rate		1.32						4.04	25.00				25.00	0.00	0.00
Lac La Biche County	3 GAI		2.15 Gas Rate		1.50						4.29	25.00				25.00	3500.00	7000.00
Milnes Gas Co-op Ltd.	3 GAI		2.15 Gas Rate		1.50				0.00	0.00	3.89	17.50	0.00	0.00	0.00	17.50	4750.00	9500.00
Smoky Lake County	3 GAI		2.15 Utility's Variable Rate		2.25				0.00	0.00	4.40	27.00		4.00		31.00	3000.00	8000.00
Thorold County	3 GAI		2.15 Gas Rate		1.90						4.69	25.00				25.00	2500.00	2500.00
Town of Redwater	3 GAI		2.15 Gas Rate		2.20						4.35	15.00		5.00		20.00	0.00	0.00
Village of Smoky Lake	3 GAI		2.15 Utility's Variable Rate		2.20						3.89	30.00				30.00	1500.00	6000.00
Coronado Gas Co-op Ltd.	4 GAI		2.15 Gas Rate		2.10				0.00	0.00	4.54	32.00		0.00	0.00	32.00	0.00	8000.00
Kéhemin	4 GAI		2.15 Utility's Variable Rate		2.25						4.40	20.00				20.00	0.00	0.00
Lac La Biche District Natural Gas Co-op Ltd.	4 GAI		2.15 Gas Rate		1.90						4.29	35.00		8.00		35.00	3250.00	7500.00
North East Gas Co-op Ltd.	4 GAI		2.15 Gas Rate		1.00				0.50	0.00	4.70	30.00		0.00	0.00	30.00	7000.00	11000.00
Lamco Gas Co-op Ltd.	4 GAI		2.15 Gas Rate		1.75						3.39	10.00				10.00	6250.00	6250.00
Ankerton Gas Co-op Ltd.	5 GAI		2.15 Gas Rate		1.50						3.89	30.00				30.00	1500.00	8000.00
Phoenix Gas Co-op Ltd.	5 GAI		2.15 Gas Rate		1.35				0.00	0.00	3.74	25.00				25.00	1500.00	0.00
Sedgewick Kiliam Natural Gas System	5 GAI		2.15 Gas Rate		1.90				0.00	0.00	4.29	30.00	0.00	0.00	0.00	30.00	30.00	0.00
Town of Castor Gas Utility	5 GAI		2.15 Gas Rate		1.28						3.72	25.50				25.50	0.00	0.00
Town of Day Island Gas Utility	5 GAI		2.15 Gas Rate		1.40						3.79	25.00				25.00	0.00	0.00
Town of Wainwright Gas Utility	5 GAI		2.15 Gas Rate		1.20						5.91	25.00				25.00	0.00	0.00
Village of Chauvin	5 GAI		2.15 Gas Rate		1.20				0.40		5.91	30.50				30.50	0.00	0.00
Village of Halkirk Gas Utility	5 Paintearth Gas		2.15 Gas Rate		1.55					1.00	5.05	30.50				30.50	0.00	0.00
Burnt Lake Gas Co-op Ltd.	6 GAI		2.15 Gas Rate		2.19						4.64	30.00				30.00	4250.00	7500.00
Chain Lakes Gas Co-op Ltd.	6 GAI		2.15 Utility's Variable Rate		2.19				0.20		5.29	26.50				26.50	4250.00	7500.00
Crossroads Gas Co-op Ltd.	6 GAI		2.15 Gas Rate		2.50						5.00	33.00		5.00		38.00	4500.00	8000.00
Diamond Valley Gas Co-op Ltd.	6 GAI		2.15 Gas Rate		1.25				0.00	0.00	3.64	21.00		0.00	0.00	21.00	4500.00	7750.00
Foothills Natural Gas Co-op Ltd.	6 GAI		2.15 Gas Rate		1.30						3.00	30.00				30.00	4500.00	8000.00
G.L.D.C. Gas Co-op Ltd.	6 GAI		2.15 Gas Rate		1.30						0.25	30.00				30.00	4500.00	8000.00



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.k

Topic: Township Road 600 Embankment Assessment Geotechnical Report

Presented By: CAO

Recommendation(s):

That Smoky Lake County Council approve the unbudgeted expense up to a maximum in the amount of \$32,500.00 plus GST for SolidEarth Geotechnical Inc., to conduct and embankment assessment and geotechnical report for the failing embankment slope along Township Road 600, east of Range Road 180, with fund allocated from the General Operating Reserves.

Background:

After the budget was adopted, concerns were brought forward on April 26, 2023 in respect to the embankment failures (sliding) along Twp Rd 600 east of Rge Rd 180. Historically, at some point in time (between 1975 and 1985, Twp Rd east of Rge Rd 180 was abandoned. At that time, the County allegedly received some grant money from the Province to construct Twp Rd 600 from Rge Rd 180 for approximately $\frac{3}{4}$ of a mile east. As part of this work, again allegedly, the Province allowed the road to be constructed, with about a 30' embankment, outside of the standard 2:1 or 3:1 side slope to instead favour a near vertical face (less than 1:1 sideslope). The slope at a couple of locations is failing and the road itself is being undermined under the guard rail and into the active travelled portion of the road. The face of the slope can be considered as actively shearing into a waterbody running near the (mature) toe of the slope.

Benefits: Travelling public safety.

Disadvantages: Unbudgeted cost.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: The unbudgeted expenditure would be allocated from General Operating Reserves if approved.

Legislation: N/A

Intergovernmental: Possible provincial involvement, being the alleged grant funds received between 1975 and 1985.

Strategic Alignment: N/A

Enclosure(s):

1. SolidEarth Geotechnical Inc. Proposal No. GQ23-060, dated May 11, 2023.

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to be "J.M.", written over a horizontal line.



Request for Decision (RFD)

Enclosure #1:



SolidEarth Geotechnical Inc.
www.solidearth.ca

11 May 2023
Proposal No.: GQ23-060

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

Tel: (780) 656-3730
Cell: (780) 207-1884
Email: cao@smokylakecounty.ab.ca

Attention: Mr. Gene Sobolewski, C.E.T., Chief Administrative Officer

**Re: Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta**

1.0 INTRODUCTION

SolidEarth Geotechnical Inc. (SolidEarth) is pleased to provide you with this proposal for the referenced project. This proposal is in response to our discussions during the recent site visit.

This proposal outlines the: (i) project background; (ii) proposed scope of services; (iii) safety considerations; and (iv) required schedule and fees to complete the work.

2.0 BRIEF PROJECT BACKGROUND

Based on information provided to SolidEarth, it was understood that Township Road 600 (TWP 600) was constructed in late 1970. As part of the road construction, a fairly tall (in the order of 10 m) and steep embankment was constructed part of a valley crossing. The county staff noted that the slope at a couple of locations within the embankment was failing with the head scarp extending into the active travelled portion of the road.

A site visit was completed on 28 April 2023 by SolidEarth and county staff. The following observations were made (refer to Photographs 1 and 2), below:

- Several slumps were noted within the north facing embankment slope.
- A head scarp was noted just below the rail guard along the majority of the embankment alignment within the lower parts of the valley. At one location, the head scarp extended into the roadway.

Edmonton : Tel.: 780.577.1115
Fax: 780.669.7094
4338 97 Street
Edmonton, AB, T6E 5R9

Cold Lake : Tel.: 780.545.3545
Fax: 780.669.7094
#105, 4604 50 Street
Cold Lake, AB, T8M 1S6

Lloydminster : Tel.: 780.875.2112
Fax: 780.669.7094
5406 52 Avenue
Lloydminster, AB, T9V 2T5

- No major erosion was noted near the toe of the embankment.



Photo 1: Slump in the embankment



Photo 2: Head scarp along the embankment

Head scarp outline

The timeline of when the slumps started to manifest was not known; however, given the shape and condition of the slope and vegetation, it was estimated that progressive slumping has been ongoing for some time now.

Based on field observations, it was suspected that the embankment instability was caused by a weak layer near the interface of the native soils/embankment fill, combined with tall embankment with steep side slopes. It was further assessed that the situation is likely to continue to deteriorate and may include an abrupt large scale failure affecting a fairly larger portion of the embankment and road surface.

Remediating embankment slope instability may include the following:

- Removal of the poor quality material and re-construction of the embankment. This option is anticipated to be fairly expensive and/or cost prohibitive for a rural road.
- Retaining structure near the toe of the road. This option is also anticipated to be fairly expensive and/or cost prohibitive for a rural road give the steep slopes and access restrictions.
- Reducing the embankment height, and flattening and vegetating the side slopes. This option will involve lowering the road elevation and regading of the side slopes, followed by planting vegetation.



Request for Decision (RFD)



Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta

The last option may be the most cost effective option. This option will likely be combined with draining improvement, stabilizing the embankment toe against erosion, and regrading the road alignment for some distance on each side of the problem area to maintain acceptable grades and geometric design.

In order to properly assess the embankment conditions and potential measures for road stabilization, a proper geotechnical assessment will be required. The assessment will be combined with an evaluations of potential remedial options for detailed design.

3.0 PROPOSED SCOPE OF SERVICE

Based on the current project understanding and our experience with similar projects, the following scope of service was prepared.

Stage 1: Surveying and Terrain Review

This stage is to establish the ground elevation and generate a contour drawing of the subject area. The drawing will cover the road right-of-way alignment for an approximate distance of 400 m in each direction past the problem area, and will extend past the road right-of-way a sufficient distance that the natural undisturbed terrain is captured.

As part of the survey and terrain review, SolidEarth will: (i) review the conditions of the roadway embankment and natural terrain; (ii) identify potential failure mechanisms; and (iii) select the borehole locations.

This task may be completed by conducting a topographical survey and/or ordering and completing a LiDAR review.

Stage 2: Field and Laboratory Investigation

A field investigation consisting of advancing:

- Three (3) boreholes within the problem area. The boreholes will be drilled to an approximate depth of 12 to 15 m below the existing road surface (or 2 m into the native soils).
- A couple of hand auger holes within the face of the slope within the problem area.

Qualified SolidEarth geotechnical personnel will monitor all field activities and log recovered soil samples. In-situ soil strength testing will also be conducted to assess the strength parameters of the encountered soils. Recovered soil samples will be collected and transported to the SolidEarth laboratory for further evaluation and testing.



Request for Decision (RFD)



Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta

Laboratory testing will include, but necessarily be limited to, visual examination, determination of the natural moisture content, Atterbergs limits, grain size distribution analysis, and unconfined compressive strength on low disturbance soil samples (if recovered). The actual laboratory testing will depend on the soils encountered during the investigation.

Stage 3: Engineering Analysis and Reporting

Following the completion of Stages 1 and 2, the findings of the investigation will be discussed in a geotechnical report. The report will present a summary of the investigation completed and subsurface conditions encountered. The report will also provide geotechnical evaluation and discussions/recommendations pertain to anticipated failure mechanism and contributing drivers, and options and measures required to remediate the affected area and minimize future risks.

Stage 4: Detailed Engineering Design

If required, a detailed design of a slope stabilization system can be undertaken. This will likely involve engaging a civil design engineer to review the road geometric condition and requirements as part of the remedial measures, establish the grading plans, and issue for-construction drawings.

For the purpose of this proposal, an allowance for the geotechnical design aspect of this task was included in the cost estimate. A detailed estimate along with a quote from a civil engineer will be obtained once the Stage 3 is completed and the cause and potential remedial options have been established.

4.0 SAFETY CONSIDERATIONS

General

SolidEarth will provide personnel with proper general construction safety and ground disturbance training, and will supply personal protective equipment required for general field investigation. If site-specific safety training and/or personal protective equipment are required, SolidEarth will coordinate this requirement with the client once all information is available.

Before initiating any field drilling activities, a daily field level hazard assessment will be conducted by the SolidEarth representative and communicated with all workers involved at the tailgate meeting.

Ground Disturbance

SolidEarth will initiate the Alberta One Call to complete the required ground disturbance procedures prior to the field investigation. It is anticipated that a private line locator will not be required. This requirement, however, will be assessed following the initiation of the ground disturbance procedures.



Request for Decision (RFD)



Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta

Traffic Safety

As this project involves working on a road behind a blind hill, a traffic safety accommodation plan will be required. For the purpose of this proposal, it was assumed that the county will provide the required traffic safety including diversion, signage, and/or flaggers, as required.

5.0 SCHEDULE AND BUDGET

SolidEarth can initiate the project following proposal acceptance. Stages 1 to 3 may be completed within six to eight weeks. Stage 4 will be discussed with the county and a timeline will be provided at the time.

SolidEarth proposes to complete Stages 1 to 3 for the scope outlined above on a lump sum basis, as outlined below. Only an allowance is provided for Stage 4. A detailed estimate along with a quote from a civil engineer will be obtained once Stage 3 is completed and the cause and potential remedial options have been established.

Stage	Scope	Cost Estimate
1: Survey and terrain analysis	LIDAR review and field survey	\$ 5,000
2 and 3: Field and laboratory investigation, and engineering analysis and reporting	Borehole drilling, hand auger sampling, laboratory soil testing, engineering analysis, and report preparation	\$ 24,000
4: Detailed design for a remedial measure	Allowance only The scope and fees of a civil engineer will be defined a later stage	~ \$ 10,000 to 15,000 TBD

In addition to the above, an allowance for speciality laboratory testing (consolidated undrained tri-axial testing) is recommended. The cost of this test is \$3,500. The need for this test will be determined following field drilling, depending on the findings. The estimates provided above for the various tasks do not include GST.

The fees are considered to be topset for the scope of work outlined in this proposal. If the scope of work changes due to differing or changing client requirements, unexpected or unforeseeable circumstances, or site conditions, then associated changes in costs would be expected, and will be subsequently discussed with the client. In such case, no additional work would be conducted without prior approval by the client.

The above budget assumes the following:

- No standby time would be required during field drilling (e.g., for utility clearances, site access, etc.)



Request for Decision (RFD)



Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta

- Underground utility locates will be completed through "Alberta One Call" and that private line locator will not be required.
- Traffic safety accommodation including road closure and/or traffic signage, if required, will be provided and paid for by the county.

6.0 CLOSURE

Thank you for giving us the opportunity to be of service. If you have any questions or require additional information, please feel free to contact our office.

Attached to this proposal is the Agreement that will govern our services for this project. If this proposal and the Agreement Terms and Conditions are acceptable to you, please sign this page below and return to our office at your earliest convenience.

Respectfully submitted,
SolidEarth Geotechnical Inc.

Jay Jaber, M.Sc., P.Eng.
Principal Geotechnical Engineer
President

AUTHORIZATION TO PROCEED

SolidEarth Geotechnical Inc. is authorized to provide the services outlined in this proposal in accordance with the Agreement Terms and Conditions below. The person signing this Agreement warrants that he has authority to sign as, or on behalf of, the Client for whom or for whose benefit SolidEarth's services are rendered.

Organization

Name

Date

Signature



Request for Decision (RFD)



Proposal for Geotechnical Investigation and Remedial Plan
Township Road 600 Embankment Failure
County of Smoky Lake, Alberta

AGREEMENT TERMS AND CONDITIONS

1. The following Terms and Conditions constitute the entire and complete Agreement and shall supersede all previous verbal and written communication.
2. This Agreement is based on information provided by the Client and specifically listed in the proposal document. Any information or historical documents not disclosed to SolidEarth and expressly referenced in the Proposal shall not be deemed part of this Agreement.
3. The Client shall apply for and obtain all required permits and licenses and shall make all necessary arrangements for right of entry to provide SolidEarth access to the site for all equipment and personnel at no charge to SolidEarth. The Client shall also provide SolidEarth with the location of all underground utilities and structures in the exploration area. SolidEarth is not responsible for location or identification of utilities.
4. All documents issued under this Agreement are the property of SolidEarth.
5. In the performance of professional services, SolidEarth will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the same or similar localities. No warranty, either expressed or implied, is made or intended by this Agreement or by furnishing oral or written reports of the findings.
6. SolidEarth is to be liable only for damage proximately caused by the negligence of SolidEarth. The Client recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys or explorations are made by SolidEarth and that the data, interpretations and recommendation of SolidEarth are based solely on the information available to SolidEarth. SolidEarth will not be responsible for the interpretation by others of the information developed.
7. Client has and shall retain all responsibility and liability associated with the environmental conditions at the site. Unless specifically identified elsewhere, Client's responsibility and liability includes the handling and disposal of any samples or hazardous materials generated on the site as a result of SolidEarth's performance hereunder.
8. SolidEarth shall NOT be responsible for any consequential, incidental or indirect damages. Notwithstanding any other provision of this Agreement, the total liability of SolidEarth, its officers, directors and employees for liabilities, claims, judgments, demands and causes of action arising under or related to this Agreement, whether based in contract or tort, shall be limited to the total compensation actually paid to SolidEarth for the services hereunder or \$10,000, whichever is less. All claims by Client shall be deemed relinquished unless filed within one (1) year after substantial completion of the services hereunder.
9. Progress invoices will be submitted on a monthly or semi-monthly basis, and are based on a Net 30 days payment. Overdue invoices shall be subject to a late fee of 1.5% per month computed at 31 days from the date the invoice is received by the Client. In the event the Client disputes all or part of an invoice, SolidEarth must be informed in writing within (15) days of invoice date. Undisputed portions are subject to Net 30 days payment. In addition, any collection fees, legal fees, court costs, and other related expenses incurred by SolidEarth in the collection of delinquent invoice amounts shall be paid by Client.
10. SolidEarth may suspend performance of services under this Agreement if: 1) Client fails to make payment in accordance with the terms hereof, 2) Client becomes insolvent, enters bankruptcy, receivership, or other like proceeding (voluntary or involuntary) or makes an assignment for the benefit of creditors, or 3) SolidEarth reasonably believes that Client will be unable to pay SolidEarth in accordance with the terms hereof and notifies Client in writing prior to such suspension of services. If any such suspension causes an increase in the time required for SolidEarth's performance, the performance schedule and/or period for performance shall be extended for a period of time equal to the suspension period.
11. This Agreement shall be governed by the laws of the province of Alberta, Canada
12. Any dispute arising hereunder shall first be resolved by taking the following steps, where a successive step is taken if the issue is not resolved at the preceding step: 1) by the technical and contractual personnel for each party performing this Agreement, 2) by executive management of each party, 3) by mediation or 4) through the court system of Alberta. Client hereby waives the right to trial by jury for any disputes arising out of this Agreement. Except as otherwise provided herein, each party shall be responsible for its own legal fees and costs.
13. SolidEarth shall NOT be responsible for the safety or direction of the means and methods at the Client's site of contractors or their employees or agents that are not hired by SolidEarth, and the presence of SolidEarth at the Client's site will not relieve the contractor of its responsibilities for performing the work in accordance with applicable regulations, or in accordance with project plans and specifications. If necessary, Client will advise any contractors that SolidEarth's services are so limited. SolidEarth will not assume the role of "prime contractor", "principal contractor", "constructor", "controlling employer", or their equivalents unless the scope of such services are expressly agreed in writing.
14. This Agreement may be terminated by either party upon ten (10) days written notice to the other. In the event of a termination, Client shall pay for all reasonable and substantiated charges and costs incurred or committed to by SolidEarth for the services prior to the time of termination, that are neither cancellable nor recoverable to date of notice of termination. The limitation of liability and indemnity obligations of this Agreement shall be binding notwithstanding any termination of this Agreement.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.1

Topic: Policy Statement No. 03-35-13: Snow Clearing

Presented By: CAO

Recommendation:

That Smoky Lake County amend Policy Statement No. 03-35-13: Snow Clearing.

Background:

At the May 11, 2023 Council Meeting, Council made changes to the Snow Clearing Policy to bring forward to the next Council Meeting.

Benefits:

Informative snow clearing expectations and communication to the public.

Disadvantages:

Additional admin process and operator risk getting in and out of equipment to pick up the flag.

Alternatives:

Any alternative to the recommendation is at the discretion of Council.

Financial Implications:

The financial implications of the recommendation are within the budget.

Legislation:

MGA Section 201: Policy Development

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

Policy 03-35-13 – With changes made

Signature of the CAO:

A handwritten signature in blue ink, consisting of a large, stylized initial 'A' followed by several loops and a final flourish, positioned above a horizontal line.

SMOKY LAKE COUNTY



Title: Snow Clearing		Policy No.: 35-13
Section: 03	Code: P-R	Page No.: 1 of 5 E

Legislation Reference:	Municipal Government Act
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Purpose:	Provides protocol for snow clearing within Smoky Lake County.
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Policy Statement and Guidelines:

1. STATEMENT:

- 1.1 Smoky Lake County recognizes its obligation to provide an acceptable level of snow clearing service within its available resources for winter maintenance on municipal roads. All reasonable efforts will be made to provide roadways that are in a safe, passable condition.
- 1.2 The County may also provide snow clearing services for private residential driveways within the County, at a cost to the resident.

2. OBJECTIVE:

- 2.1 That County roads be in a condition where traffic can move freely within five (5) days following any winter weather event.

3. PUBLIC ROAD GUIDELINES:

- 3.1 Grader operators will start snow clearing operations at a different point in their grader beat for each event where practical, to ensure that the same citizens are not always last to be served.
- 3.2 Grader operators will proceed to clear the roads in a systematic manner as directed by the Public Works Manager, Public Works Road Foreman or designate.
- 3.3 Truck plow(s) and/or tractor(s) will be deployed to public roads, hamlets, subdivisions, and private residential driveways in that order of priority.
- 3.4 Equipment operators will minimize snow berms across private driveways and around parked vehicles where practicable.
- 3.5 Roads may initially be opened one way if required to meet the five (5) day objective of getting traffic moving freely after a severe winter weather event, which is any combination of snow and wind that obstructs traffic flow.
- 3.6 Snow clearing equipment may be moved into areas of the County where conditions are more severe, once traffic is moving within a grader beat.

4. COMMUNICATIONS GUIDELINES:

- 4.1 The Chief Administrative Officer or designate, will communicate to the Council, the general Public and/or emergency service providers through the Communications Officer when necessary, during major winter weather events to report on emergent conditions and departmental priorities during the event.

Title: Snow Clearing		Policy No.: 35-13	
Section: 03	Code: P-R	Page No.: 2 of 5	E

Policy Statement and Guidelines:

- 4.2 Inquiries from Councillors and residents should be directed through the Chief Administrative Officer to the Public Works Manager to aid the Public Works Manager or designate in identifying emergent issues requiring attention. The Public Works Manager will use this information to prioritize their snow clearing activities.
- 4.3 The terms and conditions for snow clearing private residential driveways shall accompany each flag numbered for administrative purposes and are valid only for the specific location indicated on the hold harmless agreement. Flags are not transferable.

5. PUBLIC / COMMUNITY FACILITIES GUIDELINES:

- 5.1 Community halls, church yards, and cemeteries will be cleared by request and at no cost to the organization, subject to availability of equipment and operators.
- 5.2 Snow clearing will be given a higher priority at no cost to the funeral provider relating to funeral and burial services providing with reasonable notification.

6. PRIVATE RESIDENTIAL ACCESS ROADS/DRIVEWAY FLAGS TERMS AND CONDITIONS:

- 6.1 For the purpose of this policy, private residential access roads are defined as the most direct route travelled between the nearest public road and the residential dwelling. The maximum road width, for purposes of definition in the policy, shall be generally 4.0 linear metres.
- 6.2 The access road distance to be cleared with each Flag shall be a maximum of 200 linear meters. Private access roads exceeding 200 linear metres will require the purchase and placement of an additional flag(s) for each 200 linear metre increment desired by the landowner or tenant.
- 6.3 Snow Flags are at all times to be considered as **non-transferable and for the purpose of singular use for a single clearing event** for private access roads or residential driveways 200 linear meters or less in total length.
- 6.4 Snow clearing on flagged private access roads or residential driveways shall at all times be considered as secondary in priority to the efforts of the Public Works Department snow clearing operations on County roadways. Clearing on flagged access roads or residential driveways will be undertaken after all public snow clearing in the area have been completed. Landowners requiring more immediate clearing service are encouraged to hire a private contactor at their own cost.
- 6.5 County landowners or tenants will be eligible for the purchase of County snow clearing flags for their private access road or residential driveway under the following conditions:
- 6.5.1 The landowner or tenant, or anyone known to reside at the residence, does not have any outstanding accounts receivable over 30 days with Smoky Lake County.
- 6.5.2 The Landowner or tenant agree to place their County issued snow clearing flag in a conspicuous location at the entrance of their driveway beside their municipal rural address sign and ensure it is visible to County snow clearing operators.

Title: Snow Clearing		Policy No.: 35-13
Section: 03	Code: P-R	Page No.: 3 of 5 E

Policy Statement and Guidelines:

- 6.5.3 The Landowner or Tenant shall firstly complete the site plan attached to and forming part of the Agreement to accurately identify all hazards and obstacles the operator and equipment are likely to encounter during the snow clearing activities. The County reserves the unfettered right to refuse to undertake any work on the private access road or driveway until the obstacles and/or hazard has been removed by the Landowner or Tenant. The County also reserves the unfettered right to undertake any snow clearing activities on the private access road or **residential** driveway for reasons of being too narrow or too close in proximity to existing buildings or gates.
- 6.5.4 In the event that the landowner or tenant has pre-purchased a Flag(s) and the County later determines that the work cannot be undertaken by reasons of 6.5.3 above, then the County will refund the monies paid for the flag(s) to landowner or tenant.
- 6.5.5 Regardless of the placement of flags, snow clearing on private access roads or **residential** driveways will only be undertaken after an accumulation of a minimum of six (6) inches of snow, including drifted snow as measured at the centreline along the clearing route.
- 6.6 The **Application Form and Hold Harmless Agreement for Private Snow Clearing**, as per **Schedule "A"**, are located at the **County** Public Works Shop Office as well as online on the County's website www.smokylakecounty.ab.ca. Any unused flags at the spring of the year can be utilized in the upcoming fall. **There shall be no refunds for unused flags: unused flags can be utilized in the next season and do not expire.**
- 6.7 Landowners or tenants can purchase multiple non-transferable, one-time-use, snow clearing flags at any time for the sole purpose of the County undertaking snow clearing on a **residential** driveway at the following cost:
- \$100.00** per flag,
or
\$75.00 per flag for property owners who are **seniors (65 years of age or older) or persons with disability**. Proof of age or disability may be required through providing a birth certificate, valid driver's license or other government issued identification, or valid parking placard for people with disabilities.

	Date	Resolution Number
Approved	October 24, 1991	# 99 - Page # 5377
Amended	February 14, 1994	# 218 - Page # 5647
Amended	May 23, 1996	# 467 - Page # 6018
Amended	February 17, 2005	# 228 - Page # 7884
Amended	February 20, 2007	# 225-07 - Page # 8294
Amended	March 10, 2008	# 348-08 - Page # 8621
Amended	May 26, 2011	# 557-11 - Page # 9733
Amended	December 4, 2014	# 175-14 - Page # 11498
Amended	June 15, 2017	# 805-17 - Page # 12711
Amended	February 14, 2018	# 306-18 - Page # 12958
Amended	February 20, 2020	# 505-20 - Page # 13996
Amended	June 23, 2022	# 864-22 - Page # 15239
Amended		

Schedule "A"
APPLICATION FORM AND HOLD HARMLESS AGREEMENT FOR PRIVATE SNOW CLEARING

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



BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the County")

OF THE FIRST PART

_____ (hereinafter called "the Landowner")

OF THE SECOND PART

Landowners' Legal Land Description: _____ - _____ - _____ - _____ W4
Quarter Section Township Range

Municipal Address: _____ **Sub-division Name** *(If Applicable):* _____

Flag Number(s) Issued: _____ **Cost per Flag: \$** _____

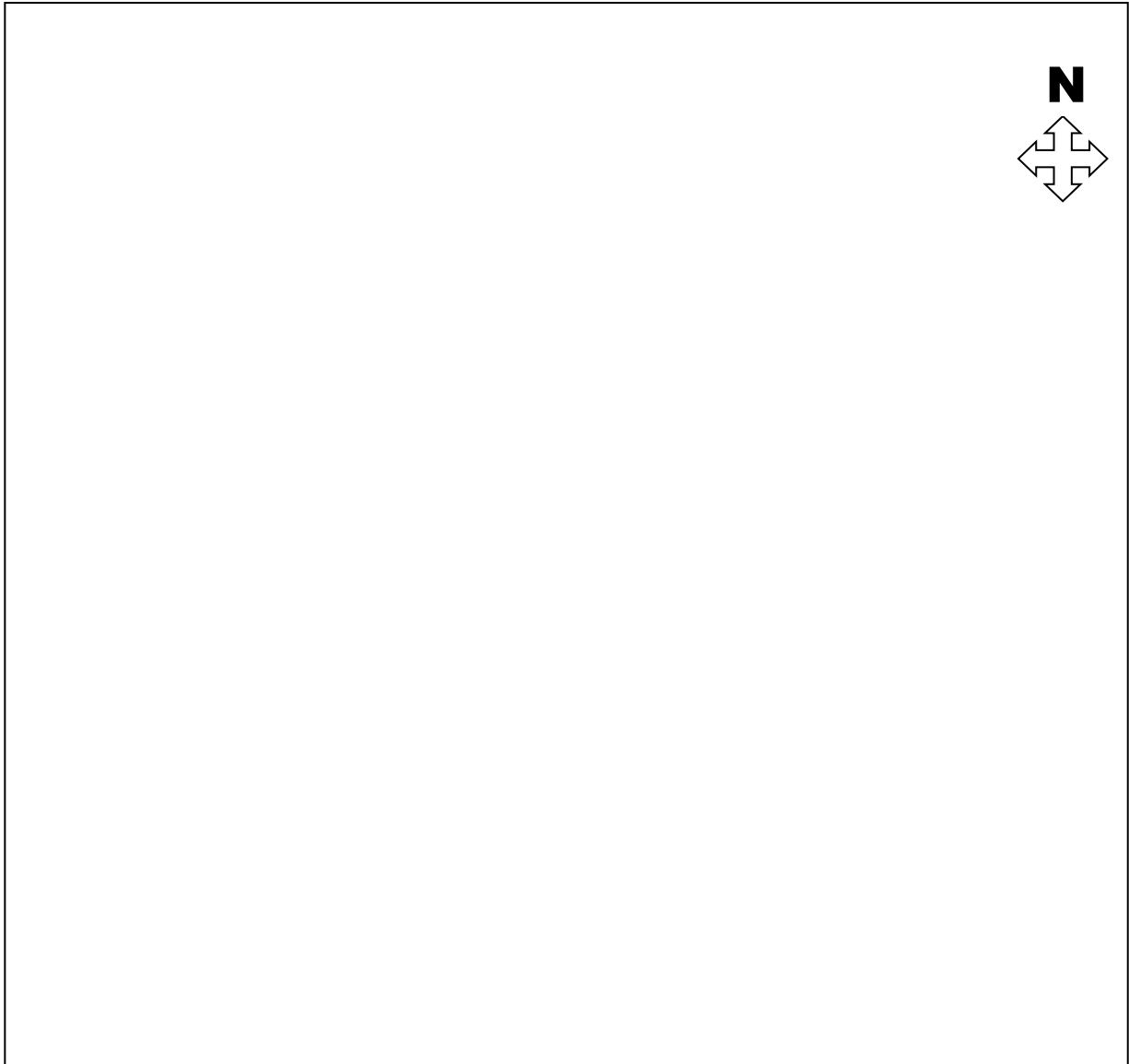
Total Amount Paid: \$ _____

WHEREAS the Landowner **or tenant** has requested that the County be allowed to enter the property legally described above, to clear snow on the private residential driveway in accordance with the terms and conditions of **Policy Statement No. 03-35: Snow Clearing**.

NOW THEREFORE, the Landowner **or tenant** hereby agrees that the purchased snow clearing flag will entitle them to have snow cleared along the most direct route commonly used to access the residence, including the turn-around in the yard where safe to do so, as depicted on the **site plan** conditional upon accumulation of a minimum of **6 inches** of snow.

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

Site Plan:



AT A MINIMUM INCLUDE THE FOLLOWING INFORMATION IN YOUR SITE PLAN:

- ✓ Location of driveway.
- ✓ Location of existing buildings.
- ✓ Location of existing access (es).
- ✓ Location of any abandoned or active water wells.
- ✓ Location of shelterbelts, dugouts and water bodies.
- ✓ All developed/undeveloped road allowances and right-of-way and/or easements.
- ✓ Location of Private Sewage Disposal System (existing and/or proposed)
- ✓ Location of power generation facilities (if applicable).

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

SIGNED

}
}
}

SMOKY LAKE COUNTY

Landowner or Tenant

Per:



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.m

Topic: Seniors Week June 5-11, 2023 Proclamation

Presented By: CAO

Recommendation(s):

That Smoky Lake County Proclaim: June 5 to June 11, 2023, as Senior's Week in Smoky Lake County, in honour of the past, present and future contributions of seniors in this community and throughout Alberta; and coordinate with the Vilna and Smoky Lake Foundation Lodge managers for the delivery of cake courtesy of the County.

Background:

Seniors' Week has been recognized since 1986 and was inspired by the vision of the late Alice Modin who began a campaign to start a seniors' day in Strathcona County that helped pave the way for Seniors' Week.

Benefits: Helps celebrate and recognize the contributions seniors make to enhance the quality of life in Alberta.

Disadvantages: None.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: The cost of two slab cakes and manpower to deliver cakes to the lodges.

Legislation: N/A

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): N/A

Signature of the CAO: _____

A handwritten signature in blue ink, consisting of a large initial 'S' followed by several loops and a final flourish.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.n

Topic: Moose Hide Campaign

Presented By: CAO

Recommendation(s):

That Smoky Lake County acknowledge May is sexual violence awareness month; and help promote social media awareness of the Moose Hide Campaign, intended to honour, respect, and protect women and children and speak out against gender-based and domestic violence; and acknowledge a limited number of Moose Hide Pins are available at the County's Main Office.

Background:

Started along Canada's infamous Highway of Tears, the Moose Hide Campaign is an Indigenous-led grassroots movement of men, boys and all Canadians who are standing up against violence towards women and children. Wearing the moose hide pin signifies personal commitment to honour, respect, and protect the women and children in one's life and speak out against gender-based and domestic violence. The pin is a way to start conversations and inspire action.

Benefits: Helps to honour, respect, and protect the women and children and speak out against gender-based and domestic violence.

Disadvantages: None.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: There is no cost to order the pins.

Legislation: N/A

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. Article: The Moose Hide Pin – A Gift of Medicine, by Moose Hide Campaign, Mar 28, 2023

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to be "Jm", written over a horizontal line.



Request for Decision (RFD)

Enclosure #1

<https://moosehidecampaign.ca/a-gift-of-medicine/>

THE MOOSE HIDE PIN – A GIFT OF MEDICINE

by [Moose Hide Campaign](#) | Mar 28, 2023 | [News](#), [Pins](#)



The heart of the Moose Hide Campaign is the pin – a small square of moose hide that we offer as a medicine for a social illness impacting all Canadians – namely domestic and gender-based violence against women and children, and particularly indigenous women and children – and it acts as a symbol of solidarity in standing up against violence towards women and children in Canada.

Co-founders Raven and Paul Lacerte were inspired to start the Moose Hide Campaign on an annual moose-hunt eleven years ago. The hunt took place on their traditional territory along the Highway of Tears in British Columbia, where so many Indigenous women were murdered or went missing.

Wearing the moose hide pin signifies a commitment to honour, respect and protect the women and children in your life and speak out against gender-based and domestic violence. The pin is a symbol of connection, concern and solidarity.

“Many Canadians don’t know how to take the first step towards ending this kind of violence, and towards healing and reconciliation,” said Dominic Paul, the campaign’s National Ambassador who is also responsible for overseeing the pin production.

“The small, humble piece of moose hide is a concrete way to spark conversations and build personal and collective commitment and capacity to address this critical issue.”



Request for Decision (RFD)



A gift of medicine

The devastating truth is that half of all women in this country have experienced at least one incident of physical or sexual violence since the age of 16. For Indigenous women, spousal violence is three times higher than for non-Indigenous women.

The moose hide pins are considered as little piece of land medicine and a gift to any and all Canadians who are called to help create a country safe for all women and children and those along the gender continuum. Moose nourish their bodies by eating leaves, bark and twigs from trees and shrubs on the land. They breathe fresh air and drink from clear streams. The campaign chose moose hide because it connects us all to the land, culture and to each other.

"The moose hide pins ground us, feed our spirit, inspire us, and most of all, they heal us," continued Paul.



Crafted from the heart

The process of crafting the pins is an Indigenous-led initiative.

First, the pins are cut from tanned moose hide at the Pat Bay Leather Company in North Saanich. Vern Th roux, a M tis from northern Alberta, owns and runs the company, and has been leatherworking since 1974.



Request for Decision (RFD)

Once cut, the squares are taken to local Indigenous people who pair the pins with printed cards which explain the significance of wearing the pins. This work helps those in the community who are under-employed.

As well, many people who work with the pins at this stage have either witnessed or been impacted directly by gender-based violence. Working on the campaign in such a tangible way can be empowering for those who have endured this kind of violence.



Over 15 million conversations

Last year, the Moose Hide Campaign celebrated gifting its three millionth pin.

Each pin sparks at least five conversations about standing up against violence towards women and children. That means, so far, over 15 million conversations have been started.

The three millionth pin was presented to the Honourable Murray Sinclair in April 2022, former member of the Canadian Senate and Indigenous lawyer who served as chairman of the Indian Residential Schools Truth and Reconciliation Commission.

By April of this year, the campaign is on track to have distributed four million pins, showing just how many Canadians are joining forces to end gender-based violence.

A step towards reconciliation

Wearing and sharing the moose hide pin is a way that each, and every Canadian can take a small step on our Nation's journey towards truth and reconciliation. We hope it helps carry forward and honours the vision set out in the Truth and Reconciliation Commission's Calls to Action, the UN Declaration on the Rights of Indigenous Peoples, and the National Inquiry into Missing and Murdered Indigenous Women and Girls' Calls for Justice.



Request for Decision (RFD)

It's also a concrete measurable way that every Canadian can take to address violence against women and children and begin healing our devastating past with Indigenous peoples.

Order your pins

With the annual [Moose Hide Campaign Day](#) taking place May 11, 2023 now is the perfect time to [order your pins](#) to ensure you get them in time.

Pins come in batches of 25, and we encourage everyone to order extra for both wearing and sharing. Pins made from artificial material are also available if you do not wish to have natural leather.

The pins are a free gift of medicine to all those who share in the vision of a country that is free of gender-based violence. For those individuals and organizations interested in supporting the production and distribution of pins, you can [make a donation](#) on the Moose Hide Campaign web site.

For Dominic Paul, the moose hide pin has come to represent a practical way to make meaningful change in our country.

"Domestic violence affects too many of our mothers, sisters, wives, daughters and friends. Wearing a moose pin shows that you stand in solidarity against this preventable violence, and that you're committed to bringing light to an issue that thrives in the dark."



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.0

Topic: Smoky Lake Public Library Membership Challenge

Presented By: CAO

Recommendation(s):

That Smoky Lake County accept the Town of Smoky Lake's Challenge to "visit the Smoky Lake Public Library and get an annual library membership" as per the Town's April 25, 2023, Motion # 191-2023; and respond with a group photo of Council and their library membership cards posted to social media to encourage community members to purchase a library membership, and include a social media tag on the said post, of the Northern Lights Library System.

Background:

The Town of Smoky Lake passed the following motion on April 25, 2023, MOTION: 191-2023: MOVED by Councillor Kobes that Town of Smoky Lake Council challenge the Smoky Lake County Council to visit the Smoky Lake Public Library and get an annual library membership.

Benefits: Helps support the local Libraries.

Disadvantages: None.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: Library Membership would be purchased personally, so there is no cost to the County, other than staff time to create and post to social media.

Legislation: N/A

Intergovernmental: Challenge from the Town of Smoky Lake.

Strategic Alignment: N/A

Enclosure(s):

N/A

Signature of the CAO:

A handwritten signature in blue ink, appearing to be "J.M.", written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.p

Topic: Smoky Lake County Rural Crime Watch Association Membership

Presented By: Loss Prevention Coordinator

Recommendation(s):

#1

That Smoky Lake County Council approve to promote the Smoky Lake County Rural Crime Watch Association on social media, to encourage people to join their membership, as a local resource on crime prevention.

#2

That Smoky Lake County Councillor _____ be approved to attend the Smoky Lake County Rural Crime Watch Association's meetings held quarterly as an advisor to the Board of the Smoky Lake County Rural Crime Watch Association, for the purpose of providing County Elected Official representation equal to the Village of Vilna and Town of Smoky Lake.

Background:

Smoky Lake County Rural Crime Watch provides community members with resources on crime prevention. County Councillor representation at the Smoky Lake County Rural Crime Watch Association's meetings was noted in the Reeve's report from March 28, 2014 prior to October 2017 and since that time, there has not been any formal attendance by a County Councillor.

The Mayor of the Village of Vilna is currently an advisor to the Board and the Mayor of the Town of Smoky Lake is currently a director on the Board and have asked Councillor Fenerty why there is no County representation on the Board.

Smoky Lake County Rural Crime Watch Association membership costs \$20.00 for those individuals who would like to join.

Benefits: Helps support the local resource on crime prevention.

Disadvantages: None.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: The cost of remuneration & expenses to attend the quarterly meetings.

Legislation: Policy Statement No. 08-18: Council Remuneration and Expenses

Intergovernmental: Offers representation similar to what Vilna and Smoky Lake provide.

Strategic Alignment: N/A

Enclosure(s):

1. Smoky Lake County Rural Crime Watch Association – Membership Application.

Signature of the CAO: _____



Request for Decision (RFD)

Enclosure #1:



Smoky Lake County Rural Crime Watch Association

Mail to: PO Box 784
Smoky Lake, Alberta
T0A 3C0

Membership Cost: \$20.00

Payment: Cash Chq # _____

Application Form

Family Name: _____

First Name(s) & Initial(s): _____

Name of Spouse: _____

Date of Birth(s) (DD/MM/YY) _____ Spouse: _____

Mailing Address: _____

Legal Land Location/Address: _____

Telephone # () _____ Div #: _____

Email: _____

Skills/Equipment you could Volunteer:

- | | | | | | |
|---------------|------------------------------|-----------------------------|-----------------|------------------------------|-----------------------------|
| First Aid | <input type="checkbox"/> Yes | <input type="checkbox"/> No | CPR | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Fundraising | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Computer Skills | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Fire-fighting | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Boat | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Skidoos | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Quads | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Other | <input type="checkbox"/> Yes | _____ | | | |

I understand and agree that the Smoky Lake RCMP may conduct inquiries with regard to possible criminal record and association with criminal activities and that the outcome of these inquiries may be released to the President of the RCWA in confidence. I further understand that should such inquiries indicate a risk for the activities of the RCWA and/or the operations of our law enforcement partners that my application will not be accepted.

Signed _____

Witnessed: _____

Date: _____

For Office Use Only	
Police Clearance	<input type="checkbox"/> Yes <input type="checkbox"/> No
Membership #	_____
Date Approved:	_____



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.q

Topic: Backsloping Program Application

Presented By: Public Works Road Foreman

Recommendation(s):

That Smoky Lake County Council approve the backsloping program project along the lands legally described as NW-12-60-19-W4, as per the application received from Rod Ollikka, dated May 4, 2023, and subject to the pass of an inspection conduction by the Public Works Manager or designate, upon completion the County will provide funding to the applicant in the amount of half the total cost of the project up to a maximum amount of \$2,500.00, in accordance with County Policy Statement No.03-21-06.

Background:

This program assists in the control of brush and noxious weeds along County Road right-of-ways, reducing the costs of road maintenance. Only County landowners and ratepayers are eligible to apply for funding under this program.

Benefits: Helps control of brush and noxious weeds along County Road right-of-ways.

Disadvantages: None.

Alternatives: Any alternative to the recommendation is at the discretion of Council.

Financial Implications: Up to \$2,500.00 paid out of the 2023 backsloping program budget (\$8,000 budgeted each year for backsloping program).

Legislation: County Policy Statement No.03-21-06: Backsloping Program

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. Application dated May 4, 2023.

Signature of the CAO: _____

A handwritten signature in blue ink, consisting of a large, stylized 'M' followed by a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: # 7.r

Topic: Policy Statement No. 02-10-02: Peace Officer: Operational Records Management System

Presented By: Bylaw Enforcement

Recommendation:

That Smoky Lake County amend Policy Statement No. 02-10-02: Peace Officer: Operational Records Management System.

Background:

Administration updated a mandatory Policy for Operational Records. Policy received a re-fresh by expanding the Policy parameters related to the Records Management System (**New:** Section 1 and Section 2). This Policy is part of the Peace Officer Audit requirement.

Amendments to the Policy: **NEW Sections 3.1.2 and 3.1.9:** addresses the review and signing off the reports; **Section 3.5: Peace Officer Bulletins:** As of November 2022, Program no longer emails the Bulletins - an internal process was required to be developed. **Section 3.7: Retention of Records:** Inserted, as per Act. As well Section 3.2 references exhibits records – the Schedule **Possession of Property Report** was relocated to the Exhibit Handling Policy.

Benefits:

Adhere to Solicitor General and Public Security legislative requirements to remain in compliance.

Disadvantages:

There are no disadvantages to the recommendation.

Alternatives:

There are no alternatives to the recommendation because it is a legislative requirement.

Financial Implications:

There are no financial or budget implications to this recommendation.

Legislation:

Peace Officers Ministerial Regulations Act: Section 15, 16 and 17.

Intergovernmental:

Peace Officer Program, Alberta Justice and Solicitor General Department.

Strategic Alignment:

N/A

Enclosure(s):

This form legislated under Policy Statement No. 01-27: County Council Meetings Request for Decision



SMOKY LAKE COUNTY



Title: Peace Officer: Operational Records Management System		Policy No.: 10-02
Section: 02	Code: P-A	Page No.: 1 of 8 E

Legislation Reference:	Peace Officer (Ministerial) Regulations Act
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Purpose:	To define and provide guidelines for an internal Operational Records Management System for Peace Officers.
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Policy Statement and Guidelines:

1. STATEMENT:

1.1 The Peace Officer will fulfil their obligations to establish and maintain records that meet the specifications required by the Alberta Justice and Solicitor General Peace Officer Program.

2. OBJECTIVE:

2.1 The Operational Records Management System process relates to all Occurrence and Incident report creation, transmission, maintenance, retention and disposal based on both paper and electronic copies.

3. GUIDELINES:

The Operational Record System is integral in meeting the business, accountability, and audit requirement, as follows:

3.1 Occurrence Reports:

- 3.1.1 Initial occurrence reports shall be completed by the Peace Officer.
- 3.1.2 All occurrence reports must be signed off by the Chief Administrative Officer or by the direct Supervisor upon completion.
- 3.1.3 The investigation and disposition process are initially generated in a paper format as an Occurrence Report by the use of **Schedule "A": Peace Officer Occurrence Report** and once the file is concluded it is entered into a computer database.
- 3.1.4 If any investigation required further action, a follow-up Report is initialized by the use **Schedule "B": Occurrence Follow-Up Report.**
- 3.1.5 If an investigation is commenced by another agency or by a Smoky Lake County staff member, that documentation will become an attachment to the Peace Officer's occurrence report.
- 3.1.6 Each Investigation is tracked numerically, with a new file assigned by current year and sequential number (e.g., 23-001, 23-002); and a paper copy file is generated. The paper copy will be stored in numerical order by file kept in the Peace Officer's office where occurrence reports, statements, findings, and other investigative material are stored, in a locked filing cabinet.


Title: Peace Officer: Operational Records Management System		Policy No.: 10-02
Section: 02	Code: P-A	Page No.: 2 of 8 E

Policy Statement and Guidelines:	
3.1.7	Any serious or sensitive incidents involving a Peace Officer that occur outside of the normal complaint process are recorded in an investigation file compiled by the Peace Officer, signed by the Chief Administrative Officer or direct Supervisor, and forwarded to the Peace Officer Program.
3.1.7.1	This file will contain all the pertinent information including any referrals or information provided by other agencies that were provided.
3.1.7.2	The concluded investigation file reviewed will be in compliance with Policy and Occupational Health and Safety Standards.
3.1.8	An Occurrence Log dealing with daily operations, including calls and complaints to track activities and investigations by sequentially assigned file are recorded in accordance with, Schedule "C": Occurrence Log.
3.1.9	Any exhibits collected in regards to an investigation are documented on the file, Schedule "D": Possession of Property Report and then stored in the location identified within the report.
3.1.10	Review of the files will be deemed compliant and completed when the Chief Administrative Officer or direct Supervisor reviews 100% of the Operational files created by the Peace Officer monthly.
3.2	<u>Exhibit Records:</u> Records of evidence seized and how it is recorded, stored and disposed of will be handled in accordance with Policy Statement No. 02-29: Peace Officer Exhibit Handling
3.3	<u>Violation Tickets:</u> The issuance and disposition of Bylaw Municipal Tags and Provincial Violation Tickets are tracked by the use of, Schedule "E": Violation Ticket Log.
3.4	<u>Memorandum of Understanding</u>
3.4.1	Any Memorandum of Understanding between Smoky Lake County and the Royal Canadian Mounted Police (RCMP) or any other government agency will be kept in a file titled "Memorandum of Agreement" for tracking purposes.
3.4.2	Expired Memorandum of Understanding are retained in a three-ring binder entitled "Expired: Memorandum of Agreement".

Title: Peace Officer: Operational Records Management System		Policy No.: 10-02
Section: 02	Code: P-A	Page No.: 3 of 8 E

Policy Statement and Guidelines:	
3.5	<p><u>Peace Officer Bulletins:</u></p> <p>3.5.1 The Peace Officer Bulletin(s) are emailed to the direct supervisor who has been registered with the Peace Officer Program.</p> <p>3.5.2 The direct Supervisor will forward a copy of the Peace Officer Bulletin to the Peace Officer.</p> <p>3.5.3 The Peace Officer Bulletins are stored as an electronic record in the computer database under the file "Peace Officer Program" – Bulletins are tracked numerically per year.</p>
3.6	<p><u>Other Documents:</u></p> <p>3.6.1 Peace Officer Notebooks document day to day activities such as patrol times and locations and any other incidents. The completed notebooks are retained at the Smoky Lake County Office, in accordance with <i>Policy Statement No. 02-28: Peace Officer Notebook Policy.</i></p> <p>3.6.2 No shift schedules are generated, due to the employment of one Peace Officer.</p>
3.7	<p><u>Retention of Records:</u></p> <p>3.7.1 All public complaints records, the investigation of the complaints and the disposition of complaints shall be kept for at least five (5) years after the complaint was settled.</p> <p>3.7.2 All operational records including Notebooks, Incident Reports, Exhibit Evidence Logs, Violation Tickets, Municipal Tags, Violation Ticket Transfer Logs, Written Warnings, Legal Documents (Summons, Subpoenas, Warrants), Occurrence Reports, Memorandum of Agreements, and any other records shall be kept for a minimum of three (3) years, or until the file is concluded within the judicial system, whichever is longer.</p>

	Date	Resolution Number
Approved	September 20, 2007	# 603-07 - Page # 8473
Amended	June 00, 2023	
Amended		
Amended		

 PEACE OFFICER OCCURRENCE REPORT										FILE NUMBER		
										CROSS REFERENCE		
OCCURRENCE TYPE					OCCURRENCE DATE (Y / M / D)			OCCURRENCE TIME				
OCCURRENCE LOCATION					INVESTIGATION DATE (Y / M / D)			INVESTIGATION TIME				
CO/RE/WI/SU/AC	DATE OF BIRTH / AGE	SEX	YO		SUSPECT/ACCUSED	DATE OF BIRTH / AGE	SEX	YO				
			<input type="checkbox"/>					<input type="checkbox"/>				
SURNAME				GIVEN NAMES		SURNAME				GIVEN NAMES		
ADDRESS					ADDRESS							
HOME PHONE	WORK PHONE	EMPLOYER/SCHOOL			HOME PHONE	WORK PHONE	EMPLOYER/SCHOOL/SOCIAL WRK					
					ALIASES, FORMAER NAMES, ETC							
CO/RE/WI/SU/AC	DATE OF BIRTH / AGE	SEX	YO		APPARENT RACE / PHYSICAL DESCRIPTION / CLOTHING							
			<input type="checkbox"/>									
SURNAME				GIVEN NAMES		HEIGHT		WEIGHT		FPS #		
ADDRESS				EYE COLOUR		EYE DEFECTS		HAIR COLOUR		HAIR LENGTH / TYPE		
HOME PHONE	WORK PHONE	EMPLOYER/SCHOOL			FACIAL HAIR		MARKS / SCARS / TATTOOS					
APPARENT RACE / DESCRIPTION / PHYSICAL APPEARANCE												
INVESTIGATIONS:												
CONCLUSION:												
PEACE OFFICER (PLEASE PRINT)					SIGNATURE				DATE			
APPROVED BY (PLEASE PRINT)					SIGNATURE				DATE		PAGE OF	



POSSESSION OF PROPERTY REPORT

Case File Number

Cross Reference No.

Occurrence Type	Occurrence Date (Y / M / D)	Seizure Date	Seizure Time
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Seizure Location	Peace Officer
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1	<input type="checkbox"/> Accused <input type="checkbox"/> Compl <input type="checkbox"/> Owner <input type="checkbox"/> Finder	Surname	Given Name	Date of Birth	Sex	Charge	
	Address				Home Phone		Work Phone
2	<input type="checkbox"/> Accused <input type="checkbox"/> Compl <input type="checkbox"/> Owner <input type="checkbox"/> Finder	Surname	Given Name	Date of Birth	Sex	Charge	
	Address				Home Phone		Work Phone
3	<input type="checkbox"/> Accused <input type="checkbox"/> Compl <input type="checkbox"/> Owner <input type="checkbox"/> Finder	Surname	Given Name	Date of Birth	Sex	Charge	
	Address				Home Phone		Work Phone
4	<input type="checkbox"/> Accused <input type="checkbox"/> Compl <input type="checkbox"/> Owner <input type="checkbox"/> Finder	Surname	Given Name	Date of Birth	Sex	Charge	
	Address				Home Phone		Work Phone

Circumstances Summary / Additional Subjects / Special Instructions / Release Instructions

Item 1 <input type="checkbox"/> Evidence <input type="checkbox"/> Found <input type="checkbox"/> Safe	Item Type	Quantity	Seized from Subject #	Serial #
	Make	Model	Owner Subject #	Other Identifying Marks
Additional Information / Remarks				

Item 2 <input type="checkbox"/> Evidence <input type="checkbox"/> Found <input type="checkbox"/> Safe	Item Type	Quantity	Seized from Subject #	Serial #
	Make	Model	Owner Subject #	Other Identifying Marks
Additional Information / Remarks				

Item 3 <input type="checkbox"/> Evidence <input type="checkbox"/> Found <input type="checkbox"/> Safe	Item Type	Quantity	Seized from Subject #	Serial #
	Make	Model	Owner Subject #	Other Identifying Marks
Additional Information / Remarks				

Item 4 <input type="checkbox"/> Evidence <input type="checkbox"/> Found <input type="checkbox"/> Safe	Item Type	Quantity	Seized from Subject #	Serial #
	Make	Model	Owner Subject #	Other Identifying Marks
Additional Information / Remarks				

Submitted By Name	Signature	Date	Approved By	Date
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Related Reports	PAGE OF
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Request for Decision (RFD)

Meeting Date: Thursday, June 1, 2023

Agenda Item: #7.s

Topic: Smoky Lake Agricultural Society: Street Sweeper

Presented By: Assistant CAO

Recommendation:

That Smoky Lake County Council approve to provide yearly street sweeping services at no cost on the paved parking lot of the Smoky Lake Agricultural Society Complex in Smoky Lake, commencing in Year-2023, subject to receiving an executed Hold Harmless Agreement as per Policy Statement No. 03-26-01: Custom Work.

Background:

Smoky Lake Agricultural Society President contacted the Public Works Manager on May 24, 2023 requesting street sweeping services on the parking lot at the Complex. A written request is expected to be submitted.

As per County **Policy 03-26: Custom Work:** Section 2.2: Permits Smoky Lake County to support these agencies or organizations through the provisions of maintenance services upon operational requirements and availability of resources. Section 1.2: Smoky Lake County will be compensated for all performance of Custom Work in accordance with the Alberta Road Builders Annual Rate; unless otherwise determined by County Council; and is not to detriment of ongoing municipal operations.

History:

Sept. 20, 2007 – Motion 616-07, Smoky Lake County with the regional municipalities jointly purchased the Challenger Street Sweeper from Westvac Industrial Ltd for \$165,000 funded partially through Municipal Sustainability Initiative (MSI) funds of \$111,221 and with the balance split by the Municipalities: County: 50%, Town: 30%, Vilna: 10% and Waskatenau: 10% as per the **Dec. 11, 2007 - Motion 103-07**.

Each municipality agreed to pay \$100.00 per hour to a pool for maintenance and future replacement of the Sweeper as per the **Dec. 11, 2007 - Motion 129-07**.

Smoky Lake County invoices the three municipalities for the cost of the Operator plus the \$100.00 per hour as per the **Dec. 11, 2007 - Motion 130-07**.

Benefits:

A proactive approach to assist the organization for the Community.

Disadvantages:

Loss of potential revenue.

Alternatives:

Councils' discretion.



Request for Decision (RFD)

Financial Implications:

Potential Revenue Loss:

\$134/hr for approx. 2.5 hrs (\$100/hr equipment plus \$34/hr operator) Totaling: \$335.

Legislation:

Policy Statement No. 03-26: Custom Work.

Intergovernmental:

Within the Town of Smoky Lake.

Strategic Alignment:

N/A

Enclosure(s):

N/A

Signature of the CAO: _____

A handwritten signature in black ink, appearing to read "Lynn", written over a horizontal line.

Dan Gawalko

Councillor Division one Report

-April 18 attended ASB townhall meeting virtually a good discussion on there being no controls or policy for landowners signing up for solar or wind projects municipalities need to redo there land use bylaws at least reinforcing green zones , we need to reduce carbon but we also need to feed the world, talked about Alberta transportation and weed control, using ASB for program promotion, and 166,000 for ASB grant funding for 2023,

-April 24, attended the LARA board of directors meeting , Wanda Austin the chair gave her report stating that the cropping manager gave her resignation and will be leaving so the organization will be looking for research tech with data processing, Farmrite working with RDAR on contracts, in cropping Amanda attended 2 RVT meetings the second was for malt barley found 2 summer students, in forage Megan organized a Gentech event discussed DNA & genetics 6 producers will be doing DNA testing, discussed funding options with RDAR. Kellie gave the AESA report assisting producers with grant funding doing EFP and scheduled a classroom ag for grade 4, LFA report increased the fee for heifers to .80 cents per day, next meeting June 5 @ 10am in Ashmont.

-May 11 attended the Vilna/Bellis Citizens On Patrol held in Vilna, Tate Murphy Smoky Lake bylaw officer gave a brief report on what he is up to unsightly premises and stray dog issues, Leroy talked about the ACOPA website what it offered and how to log in and use it, through the 14,000 dollar grant rural crimewatch and COPs received they will be hiring Hawkey Studio's puppeteers for all schools in the county for 2 years starting this fall, ticket sales are going well for the meat raffle, group discussed doing security for the Randy Russ memorial barrel racing event on August 6 & 7 and for the Smoky Lake rodeo at the kinsmen beer gardens they will also be selling tickets at the street fair in Smoky Lake and on August 19 will be cooking hotdogs at the show and shine in Vilna they also helped prepare hamburgers and hotdogs for Smoky Lake emergency preparedness day a very busy group of volunteers. Next meeting is July 27, 7:00 pm at the Bellis curling rink.

-May 25 attended Evergreen Regional Waste Management meeting discussed new cell construction using OST (oversized truck tires) and TDA (tire derived aggregate) at 20 dollars per metric ton delivered for a total cost of 30,000 for one cell compared to 410,000 using rock and can stockpile on site till needed, Ashley gave the treasurers report, Paul gave the site report Boscombe 4H club cleaned up fugitive waste on highway cleanup day in the future clubs will be paid 300.00 pr hour, a new seasonal employee has been hired and the loader is in for some welding at Mallaig administration will be doing some name changes to the grid, Meagan Blackburn and Grant Barker

from Omni McCann Geoscience gave a presentation on the Evergreen site including water and leachate monitoring and new cell design, next meeting is Thursday June 15 @ 10:00 am in St.Paul.

Councillor's Report

April – May 19, 2023

From Councillor Linda Fenerty, Division 2

April 17, 2023 – North East Muni-Corr Ltd. – St. Paul County Council Chambers – 10:00 a.m.

- Approval was received for the 2 Billion Trees Program (2BT) which provides financial support to organizations to plant trees over 10 years. Trees can be planted on public and private lands, remote, rural & urban areas. It can be used in the creation of new forest cover on lands that do not currently have trees or have de-forested due to wildland fire. It is a 50% matching with matching portion either financial or in-kind. Financial & manager's report given and accepted. Bank access – still waiting bank approval. Dwayne will be administrator and Marianne will have access to statements. RRTS reported that snowmobilers had a good season. Their AGM is April 22. Delegation – Ken Warholik (Kortech) discussed using MG30 as a dust control. They are going to try a section S/R 881-Hwy 29 as a trial area. He recommended MG30 and a spray of good gravel. (I left early to attend another meeting in Village of Vilna office).

April 19, 2023 – Community Futures – St. Paul – 5:00 p.m.

- A moment of silence was held in respect for Frank Barry's passing. He was a long-time member of several organizations besides Community Futures, and he will be missed. The current loan portfolio and delinquency report were presented by Jody with points of concern being discussed. Loan #2215 – short term loan to Muni-Corr was voted upon with Dale, Evelynne & Linda abstaining due to being Muni-Corr Board members. Lakeland DMO has been approved for a grant of \$265,000.00 for five projects from PrairiesCan. A loan request was made for purchasing a building in the Waskatenau area, but was rejected due to it being a risk to proceed. Financial report and Manager's Report were presented and approved. Lemonade Day is June 17. All Board members were asked to set that date aside to help judge. June 9 is St. Paul Chamber of Commerce Golf Tournament – all Board members invited. CF Symposium is September 20-22/23 in St. Paul with the theme being "Rural Economic Development". Meeting dates have been changed to Wednesday for the next 3 months – May 17 and June 15 are next meeting dates. Adjournment: 6:45 pm.

May 1 – 3, 2023 – Community Planning Association of Alberta

- Sessions I attended were: (1) "The Grey Zone: New Ways Forward in the Convergence of Planning & Economic Development" This session by Chris Fields challenged municipalities to rethink the way they think about the way things are done. "If we want to build ourselves, we have to get out of the way of ourselves" and (2) The Town of Calmar's Community Vitalization Plan & Tour – This was an exciting session as they delved into their strategy framework and how they are making use of underutilized spaces along main street. They are supporting walkability (ie new sidewalks, open spaces) and encouraging new investment. A very good session which included a tour of the community.

May 19, 2023 – MCC / Smoky Lake Tourism Corp – Metis Crossing – 2:00 p.m.

Other Meetings

- April 4, 2023 – RCMP Liaison Committee – Council Chambers – 1:00 p.m.
- April 5, 2023 – School Tour and Lunch Discussion with Aspen View Trustees – 10:30 a.m.
- April 6, 2023 – Committee of the Whole Meeting – Council Chambers – 1:00 p.m.
- April 13, 2023 – County Council Meeting – Council Chambers – 9:00 a.m.
- April 17, 2023 – Mtg. with Carmen Bergeron & Clayton Didier (Econo Musee' follow-up)
- April 18, 2023 – Government Liaison Committee Mtg – Council Chambers – 9:00 a.m.
- April 24, 2023 – MCC Annual meeting – 5:00 p.m.
- April 25, 2023 – County Budget Mtg. – Council Chambers – 2:00 p.m.
- April 27, 2023 – County Council Mtg. – Council Chambers – 9:00 a.m.
- May 1-3, 2023 – Community Planning Association of Alberta – Nisku
- May 5, 2023 – Annual Safety Meeting – National Hall, Smoky Lake
- May 9, 2023 – Council Budget Meeting – Council Chambers – 9:00 a.m.
- May 9, 2023 – Government Liaison Committee Meeting – Council Chambers – following budget mtg.
- May 11, 2023 – Council Meeting – Council Chambers
- May 12, 2023 – Emergency Preparedness Day – Smoky Lake Complex
- May 17, 2023 – Planning & Development Law Webinar – Council Chambers – 9:00 a.m.
- May 23, 2023 – mtg.w/Econo Musee, Lakeland DMO, Carmen Bergeron – Vilna – 2:30 p.m.
-

April 19 – May 23, 2023

Councillor Report

April 21: Smoky Lake Foundation Mtg.: Monthly reports provided by managers, maintenance, recreation as well as CAO and Financial were reviewed. Business arising included an RFD for the accreditation body (which is now CARF). Reviewed rental rates as well as the price guide.

April 25: Budget Mtg.: Reviewed and approved budgets.

April 27: Regular Council Mtg.: Delegation present from Accurate Assessors. County will look into what other municipalities are doing to help ease the burden on Community Halls.

May 1-3: Community Planning Association of Alberta: The theme of this conference was “Preparing for the Unknown: The Intersection of Planning and Politics.” Some very informative sessions covering topics such as working remotely, the development approval process, as well as electoral boundaries – when to consider changing them and the time line that it takes to do so, and Part 17 of the MGA.

May 5: Annual Safety Mtg.: Annual safety meeting was well attended by employees and council; all who attended introduces themselves, morning guest speaker spoke on active shooters, managers provided updates relating to their field, and the afternoon guest speaker spoke about positive thinking.

May 9: Budget Mtg.: Discussed the budget and some of the factors (such as the downloading of policing costs) which affect it.

May 9: Government Liaison Mtg.: Planning strategies to put in place to ensure that they coordinate with the County’s Strategic Plan.

May 11: Regular Council Mtg.: Reviewed numerous RFDs, deferred speed limit request along Victoria Trail to next meeting, as well as approved minutes from previous meetings.

May 17: Planning and Development Law Webinar: Reviewed topics such as Downzoning, Land and Property Rights Tribunals versus Subdivision and Development Appeal Boards (LPRT vs SDAB), Community Revitalization Levies as well as Subdivision Bonds, Utility Infrastructure, Ownership and Maintenance, and Land Use By-Laws and Statutory Plans.

May 19: Smoky Lake Foundation Mtg.: Reviewed and approved minutes from previous meeting as well as reports from managers, maintenance, recreation as well as financial and CAO. Requested that monthly calendars as well as resident meeting notices be sent in advance to Board members. Inquired as well about lack of staff meetings during the summer months at Bar V Nook.

Respectfully submitted,

Dominique Cere

Division 3



Reeve's Report

April 21, 2023 to May 31, 2023

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April 21, 2023 – Metis Crossing Ventures Ltd. MCVL and Smoky Lake Tourism Company SLTC Unanimous Shareholders Agreement USA Meeting @ Metis Crossing (Lorne in person)

- Discussed/made the final edits to the USA Agreement and scheduled signing on May 19th, 2023.

April 21, 2023 - Ukrainian Twinning Meeting held virtually (Lorne virtually)

- Received round table updates and the Gala fundraising event as of February 25, 2023 is \$2,765.78 for Kosiv.
- Discussed future fundraising activities and events.

April 24, 2023 – NAAGO Northeast Alberta Alliance for Growth & Opportunity Highway 28 Upgrade Press Release in Bonnyville (Lorne in person)

- Attended the Highway 28 Upgrade Press Release by the Minister of Transportation and Economic Corridors as a part of the NAAGO Lobbyist Group.
- Great news that the GOA committed to spending money on a study etc. for Highway 28 upgrades.

April 24, 2023 – MCC Annual Meeting of the Shareholders, in County Chambers (Lorne in person, Linda and Dan virtually)

- Shareholders Annual General Meeting: re-elected the same Directors: Lorne Halisky, Linda Fenerty, Amy Cherniwchan, and Melody Morton.
- Received the annual reports.

April 25, 2023 – Queen Elizabeth II Platinum Jubilee Medal Presentation & Lunch @ Metis Crossing (Lorne and Dan in person)

- Issued the Queen Elizabeth II Platinum Jubilee Medals to Michelle Wright and Noreen Easterbrook on behalf of the Smoky Lake County.

April 25, 2023 – Council Budget Meeting, in Chambers & Virtually (all Council in person)

- Approved the 2023 Total Function Budget, with a total Revenue of \$22,019,856 and total expenditures of \$22,019,856, not including amortization of \$2,020,300.
- Approved the Consolidated Five-Year Capital Budget:
 - Year-2023 = \$7,487,498,
 - Year-2024 = \$9,903,656,
 - Year-2025 = \$6,194,053,
 - Year-2026 = \$6,882,889, and
 - Year-2027 = \$4,364,117.

April 25, 2023 – 100 Cups of Coffee Wrap-Up Session, at the National Hall (all Council in person)

- Reviewed the key insights, frustrations, takeaways from the experience, ideas for action, and changes to gain momentum.

April 26, 2023 – Are you a Difference Maker Session, at the National Hall (Lorne in person)

- Discussed why we are doing this? And the Solution is You.
- Building trusting relationships and buy in must occur, must be relevant, impactful and of quality.
- Clarity of goals and roles supporting a real community versus a false community, doing things with people not to them.

April 27, 2023 – Regular Council Meeting, in Chambers & Virtually (all Council in person)



Reeve's Report

April 21, 2023 to May 31, 2023

- Gave 3rd & Final Reading to Bylaw 1433-23: to amend the Land Use Bylaw 1272-14 and Municipal Development Plan Bylaw 1249-12, to remove certain Recreational Vehicles (RV) provisions.
- Gave 3rd & Final Reading to Bylaw 1432-23: Recreational Vehicles (RV) Bylaw.
- Gave 3rd & Final Reading to Bylaw 1434-23: Regulation of Municipal Land and Reserves.
- Amended Policy Statement No. 61-25 01: Reserve Land Management.
- Amended Policy Statement No. 61-21-02: Encroachment Agreement/License.
- Amended Policy Statement No. 15-01-02: Discipline Policy.
- Approved \$1,000 of FCSS funds to the Warspite Community Hall Assoc. for a Volunteer Event.
- Approve \$350 to sponsor the Lac La Biche County's Healthier Communities Golf Tournament.
- Approved \$2,673.24 of MSI funds to Stry 75th Anniversary Hall.
- Executed an agreement for increased ASB funding supporting of legislative activities.
- Accepted bids to sell the advertised surplus equipment.
- Executed an agreement with the Edmonton Humane Society (EHS) as the County Dog Shelter.
- Approved \$450 additional funds to the Bellis-H Beef Club for their achievement day awards.
- Amended Policy Statement 62-19-03: Ag Service Board Producer-at-Large Terms of Reference.
- Rescinded Policy Statement 62-20-02: Ag Services Board Advisory Committee Terms of Reference.
- Gave 3rd & Final Reading to Bylaw No. 1441-23: Agricultural Service Board.
- Gave 3rd & Final Reading to Bylaw No. 1435-23: Agricultural Service Board Independent Appeal Panel for Weed Control and Pest Control.
- Approved revisions to the Strategic Plan.
- Proclaimed Public Works Week as May 21-27, 2023.
- Acknowledged bridge funding awarded under STIP up to \$500,781 for BF76552.

April 28, 2023 – Travel Lakeland Meeting held virtually (Lorne virtually)

- Discussed tourism in the Victoria Region, connecting with the Lakeland Destination Management Organization DMO, working with the Smoky Lake Tourism Company SLTC and how to support each other to fully utilize resources etc.

April 28, 2023 – Retirement Event/Lunch honoring the Public Works Manager (Jered, Lorne and Dan in person)

- Attended the retirement event/lunch.

May 1-3, 2023 – CPAA 2023 Annual Conference, in Nisku (Lorne, Dominique, Linda & Jered in person)

- Sessions included:
 - The Evolution of Planning – history of land development & planning to understand present planning and help predict future planning.
 - The Intersection of Planning & Politics – how much public discourse and opinion is polluted by misinformation, smoke screens, and noise.
 - The Grey Zone – new ways forward in the convergence of Planning and Economic Development.
- Breakout sessions focused on post-pandemic environment, modern municipal needs, working remotely, enhancing real-estate and land use planning through Urban farming, local electoral boundaries, vitalization plans, limits of municipal authority, building your municipal tax base, affordable housing, embracing innovative land use bylaws and, planning for the unknown.

May 4, 2023 – NAAGO Lobbyist Group Meeting held in Edmonton (Lorne in person)



Reeve's Report

April 21, 2023 to May 31, 2023

- Discussed developing the NAAGO Terms of Reference, next steps, plan for after the GOA Election, budget and retaining the Canadian Strategy Group CSG for further work.

May 5, 2023 – County's Annual Safety Meeting, at the National Hall, (all Council in person)

- Speakers included:
 - Dave Ainsworth, Security Advisor, Strathcona County provided a presentation on active shooters and what to do. Run. Hide. Fight. Repeat until safe.
 - Brenda Robinson, trainer, writer and consultant, provided a presentation on positive thinking.

May 8, 2023 – MCC Organization Meeting (Lorne and Linda in person)

- Reviewed/confirmed organization positions including outside support agencies.
- Discussed the USA, SLTC signing on May 19, 2023.
- Discussed the SLTC structure, membership etc.

May 8, 2023 – Bellis Board of Trade Meeting held in Bellis (Lorne in person)

- Discussed the Hamlet of Bellis Community Wide Garage Sale.
- Discussed the petition/ viability study to bring water and sewer into hamlet.
- Discussed supporting the Randy Russ Memorial Barrel Race in regard to labor, food etc.
- Gave the attendees a brief overview of what is happening within our County, Region and Province.

May 9, 2023 – Council Budget Meeting, in Chambers & Virtually (all Council in person)

- Gave third reading to the 2023 Tax Rate Bylaw No. 1443-23.
- Gave third reading to the Bellis Sewer Tax Bylaw No. 1442-23.

May 9, 2023 – Government Liaison Committee, in Chambers & Virtually (all Council in person)

- Reviewed a draft advocacy plan for 2023 aligned with the strategic plan.

May 9, 2023 – NAAGO Lobbyist Group and Canadian Strategy Group CSG Meeting held virtually (Lorne virtually)

- Discussed next steps and plan for after the GOA Election.

May 11, 2023 – Regular Council Meeting, in Chambers & Virtually (all Council in person)

- Approve to advertise a Request for Proposals for a Lake Access and Amenity Improvement Feasibility Study.
- Amended Policy Statement 01-23: Government Liaison Committee Terms of Reference.
- Approve to add Plan 1922944; Block 6; Lot 1, in Bellis, to the list of County lands for sale.
- Declared June 17, 2023 as Lemonade Day, which is a community-wide educational event providing children with the opportunity to learn and apply entrepreneurial thinking.
- Appointed the Weed and Pest Inspectors for 2023.
- Approved to provide \$300 to the Kinette Club of Smoky Lake's 8th Annual Ladies Night.
- Gave 3rd & Final Reading to the Borrowing Bylaw 1446-23.
- Approved to sell three expired surplus propane tanks.
- Approved to close & decommission the Bellis raw water truckfill (potable water truckfill is open).
- Approved in-kind assistance of blading for Smoky Lake Provincial Grazing Reserve.
- Approved to accept a late submission for dust control in Division 2.
- Agreed to write the MLA to request the Provincial Election be postponed in light of all the fires.



Reeve's Report

April 21, 2023 to May 31, 2023

May 12, 2023 – Emergency Preparedness Day, at the Smoky Lake Complex (all Council in person)

- Information and displays from Associated Ambulance, RCMP, Rural Crime Watch, Vilna and Bellis COP and Smoky Lake County Fire & Rescue.

May 16, 2023 – Elevate Wellness Meeting held Town of Smoky Lake Chambers (Lorne in person)

- Discussed Lending Library equipment i.e. soccer and basket balls etc. for the summer months, Gardening Workshops scheduling workshops, Know Your Food Event was cancelled for August, Seedy Saturday Event was a success, Bike Rack(s) update with retrofitting existing racks and possibly buying new ones due to wide tire bike requirement etc., Walking Trail Plan/Signage update with ordering signs/placing benches etc., Devonian Park update with installing new notice board & privacy wall/planting plants etc.
- Discussed the Elevate Wellness Team project wrap up, next steps, celebration of achievements etc. with having a couple more future meetings.

May 17, 2023 - ALUP Planning & Development Law: Current Trends, Issues & Updates Webinar (all Council in person)

- Community Revitalization Levies – with the Government of Alberta lifting its moratorium, how can this cost-recovery tool help your municipality?
- Downzoning – when will a municipality be obliged to expropriate or pay compensation for loss of value?
- LPRT v SDAB – with the Municipal Government Act s. 685(2.1) in place, hear about recent decisions respecting appeal tribunal jurisdiction.
- Land Use Bylaws and Statutory Plans – tips on updating your key planning documents.
- Utility infrastructure ownership and maintenance – when does “private” infrastructure become the municipality’s responsibility?
- Subdivision Bonds – a newer product on the market for development agreement security, pros and cons.

May 18, 2023 – College of Physicians and Surgeons of Alberta CPSA Session held virtually (Lorne virtually)

- Discussion was held on the CPSA’s role in physician recruitment and how they’re working to accelerate registration for eligible internationally trained physicians.

May 19, 2023 – Smoky Lake Tourism Company and USA Signing Ceremony at Metis Crossing (all council in person)

- Attended and represented the Smoky Lake County at the SLTC and USA signing ceremony.

May 24-29, 2023 - FCM's 2023 Annual Conference and Trade Show, held in Toronto (Lorne & Linda in person)

- This year featured highly practical workshops, engaging keynote speeches and innovative lunch-and-learn sessions that offer a rewarding experience for all delegates and engaging with everyone from municipal experts to representatives of provincial and federal parties.
- Attend Alberta Events that promote Alberta and what it offers/has to offer, building relationships/partnerships/networking etc.

For more information, please visit the Smoky Lake County Website under Council Meeting Minutes and Agendas. www.smokylakecounty.ab.ca

Yours Truly, Lorne Halisky, Smoky Lake County Reeve, and Councillor Division 4

Councillor's Report April 5th – May 24th , 2023

Division Five

Pumpkin Patch Daycare, April 5th

- Formalities
- Jered elected as Chair, Lauren Melnyk, Vice Chair
- Agenda and minutes adopted
- Treasurer's report; \$18,396 owed in back taxes has been paid. Request to waive penalties and interest has been submitted but can take up to 6 months.
- Quarterly installments for taxes will be submitted
- Director's report; continued waiting list, Employees interested in furthering their education, applying for grant funding for existing space and new space
- Jered requested by motion to revisit the waitlist policy to include healthcare workers as priority
- Accepted Dana Fedoretz' resignation from the board letter (now an employee)
- Fundraising discussion and ideas for fenced green space and equipment for new space
- Closed from July 17th – July 28th for moving purposes
- Proposed expansion space downtown that can potentially reduce waitlist
- Jered in continuing talks with the MNA regarding the old school for daycare space
- GOA to provide 3% addition to fees, we do not need to increase our fees
- Board Code of Conduct, next meeting
- Jered Motioned to update our emergency policies to align with the schools

Smoky Lake Foundation, April 21st

Jered and Dominique

- Formalities
- Manager's reports

- CAO report
- Selected CARF as the accrediting body
- 2023 budget
- 2023 rental and service charges
- 2023 price guide
- Closed session, personnel
- Next meeting May 19th

Pumpkin Patch Daycare, May 4th

- Formalities
- Fundraising; Town clean – up May 15th, chili cook off May 31st, townwide garage sale June 17th
- Closing in July for 2 weeks for moving to the new school purposes
- Continued discussion regarding additional proposed space downtown

ASCHA Webinar (Smoky Lake Foundation), May 10th

- Break – out sessions regarding adding professionals on existing boards, i.e., accountant, lawyer, etc. The GOA is researching streamlining boards

Smoky Lake Foundation, May 19th

Jered and Dominique

- Managers, maintenance and CAO reports
- Financial report
- Discussion regarding the skills Matrix from the May 10th seminar
- Pro – active preparation for evacuating residents in a wild – fire
- Matrix information for board members to review
- Business plans, discussion and preparation

Pumpkin Patch Daycare, May 23rd

- Discussion regarding proposed downtown space
- Licensing, fire, building codes, inspections, renovations cost and timeline
- Projections regarding budgets, profit and loss

- One in – camera discussion

Additional Meetings

- April 6th
- Ian Hill 100 cups of coffee
- Committee of the whole
- April 11th
- RCDC
- April 13th
- Regular Council meeting
- April 18th
- Government Liaison committee
- April 19th
- H. A. K School council
- April 25th
- Ian Hill, 100 cups of coffee
- Council budget
- April 27th
- Regular council meeting
- April 28th
- Public Works Manager's retirement farewell
- May 1st – 2nd
- CPAA conference
- May 5th
- Annual safety meeting
- May 9th
- County budget
- Government Liaison committee
- May 11th
- Regular Council
- May 12th
- Emergency preparedness day
- Tour of proposed daycare space Smoky Lake

- May 17th
- ALUP planning, zoom in Chambers, Brownlee LLP seminar
- Smoky Lake tourism company signing at Metis Crossing

Royal Canadian Mounted Police



Gendarmerie royale du Canada

Commanding Officer
Alberta

Commandant
de l'Alberta

April 25, 2023

Reeve Lorne Halisky
Smoky Lake County
Box 932
Smoky Lake, AB T0A 3C0



Dear Reeve Halisky:

RE: Rural Municipalities of Alberta (RMA) Convention – Spring 2023

Thank you for meeting with me and my Senior Leadership Team at the recent Spring 2023 RMA Convention in Edmonton. These meetings are important opportunities for me to hear about any questions, concerns or comments you may have with the Alberta RCMP in your area.

I appreciate your great feed back on our recently established Real Time Operations Center (RTOC). The RTOC sees senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing frontline response. It allows us to leverage technology in managing and optimizing our response to incidents taking place anywhere in the province.

I also valued your feedback on the great visibility that our members have in your community with the Coffee with Cops initiative. Communication and community engagement are vital to strengthening community relationships and building trust among citizens. Detachment commanders and members are encouraged to attend community activities and events, and to be an active part of the communities they serve.

I appreciate the time we have to discuss the service delivery needs in your community. We remain committed to working collaboratively with you to shape our service delivery strategies in ways that best serve the citizens you represent. Thank you for your time, energy and shared commitment to keeping Alberta safe and strong.

Should any questions or concerns arise before our next meeting, please do not hesitate to contact me at 780-412-5444 or curtis.zablocki@rcmp-grc.gc.ca; or our RMA Liaison Officer, Inspector Ed Moreland at 780-412-5259 or edward.moreland@rcmp-grc.gc.ca.

Yours truly,


C. M. (Curtis) Zablocki M.O.M
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

Cc: Chief Superintendent Gary Graham, District Officer, Eastern Alberta District, Alberta Royal Canadian Mounted Police
Inspector Ed Moreland, Client Services Officer, Operations Strategy Branch, Alberta Royal Canadian Mounted Police





May 11, 2023

Reeve Lorne Halisky
4612 McDougall Dr
Smoky Lake , Alberta

Dear Reeve Halisky,

Please find attached the quarterly Community Policing Report that covers the January 1st to March 31st, 2023 reporting period. This information serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Smoky Lake RCMP Detachment. The sharing of quarterly reports demonstrates our ongoing commitment to transparency while delivering the high level of policing services that you, and the citizens you represent, have come to expect from the Alberta RCMP.

As we transition towards Spring, the safety and security of all Albertans will continue to be our main focus. In an effort to leverage technology to oversee and amplify our response to emergency incidents around the Province, your Alberta RCMP recently established a Real Time Operations Centre (RTOC). Working hand-in-hand with our Operational Communications Centre (OCC), the RTOC has senior police officers monitoring policing operations in real-time, assessing ongoing incident risk, coordinating specialized and expert resources, and managing the response. The existence of the RTOC provides our members real-time guidance, direction and support from seasoned and experienced police officers. The RTOC also ensures a coordinated response to cross-jurisdictional activities and significant events through enhanced interoperability with other policing agencies within the Province.

The attached reporting along with your valued feedback will help ensure that our service delivery to your community is meeting your needs on an ongoing basis. As the Chief of Police for your community, please do not hesitate to contact me if you have any questions or concerns.

Cpl. Roxanne Genereaux
Detachment Commander, NCO i/c
Smoky Lake RCMP



RCMP Provincial Policing Report

Detachment	Smoky Lake
Detachment Commander	Cpl. Roxanne Genereaux
Quarter	Q4
Date of Report	2023-05-11

Community Consultations

Date	2023-01-17
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	Attended Rural Crime Watch Christmas Dinner and General Meeting. Members had opportunity to connect with RCW members and updated on RCW activities and events.

Date	2023-01-20
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Attended Town Council meeting for Town of Waskatenau to visit and see if any questions or concerns for the police and to discuss APP.

Date	2023-01-23
Meeting Type	Community Connection
Topics Discussed	Crime Reduction Initiatives
Notes/Comments	Visited the Seniors at the Senior Drop in Centre after Coffee with a Cop in Smoky Lake.



Date	2023-02-16
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	Met with the Village of Vilna CAO and community members for "Coffee with a Cop". Topics discussed were on property crime, youth and traffic enforcement.

Date	2023-02-24
Meeting Type	Meeting with Elected Officials
Topics Discussed	Annual Planning
Notes/Comments	A/Detachment commander attended the Village of Waskatenau town's council meeting to discuss the 2023-2024 APP Priorities. Discussion were had on the topics of property crime, traffic, community involvement and youth.

Date	2023-02-27
Meeting Type	Meeting with Elected Officials
Topics Discussed	Annual Planning
Notes/Comments	A/Detachment Commander met with elected officials during the town's council meeting. Discussions were had on priorities for the 2023-2024 detachment APP. Topics of discussion included policing priorities, community engagement, youth, and traffic enforcement.

Date	2023-03-07
Meeting Type	Meeting with Elected Officials
Topics Discussed	Annual Planning
Notes/Comments	Detachment Commander attended the Town's Council Meeting to discussing APP Priorities for upcoming 2023-2024 Fiscal Year. Topics of discussion included Youth, Property Crime, Traffic concerns along major highway running through the community.



Date	2023-03-07
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	Regular Reporting Meeting- Emergency Services/Emergency Preparedness with County of Smoky Lake partners. Agencies completed updates/regular reporting and planning for upcoming Emergency Preparedness Event.



Community Priorities

<p>Priority 1</p>	<p>Crime Reduction</p>
<p>Current Status & Results</p>	<p>All Hot Spot Patrols are determined by referring to the K Div Crime mapping system, and reviewed each quarter to determine next quarters Hot Spots. Members are encouraged to make frequent patrols in these areas in addition to their normal patrols. Total patrols in Q4: Waskatenau: 17 Smoky Lake: 18 Vilna: 15 Spedden: 11</p> <p>During this last quarter, Cst Lidstone remained in contact with the Auto Theft Unit however, due to continued staffing and lack of availability for bait property, the project has been postponed. The stakeholders and detachment members alike, really like the idea of this program and would like to see it carried out if/when possible. Due to lack of resources, this project will not be officially carried over to the new APP plan/initiative, but will however, be carried out if/when possible, and reflected in next year's crime reduction portion if successful in carrying it out. Cst Lidstone is constantly checking with the Auto Theft Unit and the plan is for a bait truck and bait generator when the property is available to be sent out to the detachment.</p> <p>Smoky Lake RCMP currently has 8 offender management files. 4 of which have no active curfew conditions. Members completed 7 curfew checks. This resulted in 1 offender being arrested for outstanding warrants, 1 put to warrant for breach. Members have less checks as 3 offenders with curfew conditions were approved to be out of the Smoky Lake jurisdiction for most of the quarter or remanded.</p>
<p>Priority 2</p>	<p>Enhance Public Confidence</p>
<p>Current Status & Results</p>	<p>Members have made additional visits to area schools when able. The tracking sheet shows members have made four visits to area schools this quarter, including one visit to give a presentation to students. This quarter there was an incident at H.A. Kostash school, necessitating a lockdown and IARD response to confirm that students and staff were safe. Once this was completed, members used this as an opportunity to debrief with staff regarding emergency preparedness and lockdown procedure.</p> <p>Cpl .Genereaux participated in a new community initiative/event called ""100 Cups of Coffee"" put on by FCSS/ Ian Hill. She attended the first of several meetings designed to take place over a 30 day period. It is a collaboration across the region of Smoky Lake, in which community leaders are being invited to participate in a community building activity called 100 Cups of Coffee. This national initiative is designed to increase trust among formal and informal leaders by fostering conversations aimed at improving and strengthening community relations.</p> <p>In addition, the following Coffee with a Cop sessions were hosted in Q4: January - Smoky Lake Skyway on 28 February - Vilna Town Office</p>



March - Waskatenau Iron Horse Cafe

This has certainly provided a venue to open these lines of communication, and has allowed the public to provide input and feedback to local members in a comfortable environment. Overall, this program has been a success in developing and fostering community engagement.

Priority 3

Traffic Safety

Current Status & Results

The Smoky Lake Detachment members have continued to organize checkstops throughout the fourth quarter. Members attempted to complete checkstops in known traffic areas that were listed by Smoky Lake County. Smoky Lake detachment planned checkstops but were unable to complete due to call volume on these dates: February 27th, 2023 March 6th, 2023 Smoky Lake detachment have gone beyond the expected amount of checkstops in Q1, Q2 & Q3 in preparation that planned checkstops were unable to be completed as what has happened in Q4. Smoky Lake detachment works well with the neighbouring detachment, Redwater traffic crew, and have more checkstops planned with them in the near future.

During this reporting period a total of 29 violation tickets for various traffic offences were issued by the Smoky Lake Detachment members.



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	January - March			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	106	162	53%	593	559	-6%
<i>Persons Crime</i>	34	31	-9%	172	129	-25%
<i>Property Crime</i>	62	118	90%	298	347	16%
<i>Other Criminal Code</i>	10	13	30%	123	83	-33%
Traffic Offences						
<i>Criminal Code Traffic</i>	4	6	50%	37	26	-30%
<i>Provincial Code Traffic</i>	308	261	-15%	1,357	1,079	-20%
<i>Other Traffic</i>	3	1	-67%	13	7	-46%
CDSA Offences	1	1	0%	13	4	-69%
Other Federal Acts	1	2	100%	17	9	-47%
Other Provincial Acts	15	24	60%	137	136	-1%
Municipal By-Laws	1	0	-100%	19	12	-37%
Motor Vehicle Collisions	42	43	2%	199	180	-10%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

During the fourth quarter, we see what appears to be a few significant increases, such as with Criminal Code traffic offences, and other Federal and Provincial Acts, however, in these cases, it is a difference of a file or two.

In looking at the year-over-year for the calendar year, between 2021 and 2022, numbers have decreased in all categories of crime with the exception of property crime.

We see a significant increase in property crime during the fourth quarter, and a 16% increase for the calendar year in comparison to 2021. This could be attributed the ongoing campaigns and initiatives aimed at encouraging members of the public to report any and all suspicious activity, to assist police services in obtaining a more accurate statistics to assist with crime analysis. The Smoky Lake RCMP encourages the public to continue to report all crime.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	5	5	0	0
Detachment Support	2	2	0	0

²Data extracted on March 31, 2023 and is subject to change over time.

³Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: There are five established positions that are currently filled. No hard or soft vacancies detected at this time. Cst. Thiessen is set to transfer during the next quarter. At this time there are no identified members, nor cadets available to fill the position. Cpl. Genereaux has submitted an application to attempt to have a reservist member to assist with coverage until the position can be filled. Considering the summer months are around the corner, this may prove difficult to fill.

Detachment Support: There are two established positions that are currently filled. No hard or soft vacancies detected at this time.

Quarterly Financial Drivers

N/A



Smoky Lake Provincial Detachment Crime Statistics (Actual) January to March: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	2	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	0	N/A	-100%	0.1
Sexual Assaults		0	2	2	1	0	N/A	-100%	-0.1
Other Sexual Offences		1	1	8	0	2	100%	N/A	0.1
Assault		13	10	16	20	21	62%	5%	2.6
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	3	0	N/A	-100%	0.3
Criminal Harassment		2	2	9	2	1	-50%	-50%	-0.2
Uttering Threats		3	7	6	7	7	133%	0%	0.8
TOTAL PERSONS		19	22	43	34	31	63%	-9%	3.6
Break & Enter		13	17	9	12	39	200%	225%	4.7
Theft of Motor Vehicle		13	13	2	9	18	38%	100%	0.6
Theft Over \$5,000		1	2	1	2	4	300%	100%	0.6
Theft Under \$5,000		15	10	12	13	21	40%	62%	1.5
Possn Strn Goods		4	8	3	4	7	75%	75%	0.2
Fraud		13	12	6	7	6	-54%	-14%	-1.9
Arson		2	5	4	4	1	-50%	-75%	-0.3
Mischief - Damage To Property		0	8	11	7	15	N/A	114%	2.9
Mischief - Other		18	5	2	4	7	-61%	75%	-2.3
TOTAL PROPERTY		79	80	50	62	118	49%	90%	6.0
Offensive Weapons		1	0	5	1	3	200%	200%	0.5
Disturbing the peace		7	2	1	0	0	-100%	N/A	-1.6
Fail to Comply & Breaches		9	22	20	8	6	-33%	-25%	-2.0
OTHER CRIMINAL CODE		3	4	3	1	4	33%	300%	-0.1
TOTAL OTHER CRIMINAL CODE		20	28	29	10	13	-35%	30%	-3.2
TOTAL CRIMINAL CODE		115	130	122	106	162	37%	53%	6.4



Smoky Lake Provincial Detachment Crime Statistics (Actual) January to March: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

April 5, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	4	1	1	N/A	0%	0.3
Drug Enforcement - Trafficking		0	0	4	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	8	1	1	N/A	0%	0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	1	0	1	0%	N/A	0.0
TOTAL FEDERAL		1	0	9	1	2	100%	100%	0.3
Liquor Act		3	1	0	1	0	-100%	-100%	-0.6
Cannabis Act		1	1	0	0	1	0%	N/A	-0.1
Mental Health Act		9	5	16	4	11	22%	175%	0.3
Other Provincial Stats		12	26	10	10	12	0%	20%	-1.6
Total Provincial Stats		25	33	26	15	24	-4%	60%	-2.0
Municipal By-laws Traffic		0	0	1	0	0	N/A	N/A	0.0
Municipal By-laws		1	3	2	1	0	-100%	-100%	-0.4
Total Municipal		1	3	3	1	0	-100%	-100%	-0.4
Fatals		0	0	0	1	0	N/A	-100%	0.1
Injury MVC		5	1	6	1	8	60%	700%	0.6
Property Damage MVC (Reportable)		50	42	24	29	28	-44%	-3%	-5.7
Property Damage MVC (Non Reportable)		14	13	4	11	7	-50%	-36%	-1.6
TOTAL MVC		69	56	34	42	43	-38%	2%	-6.6
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	3	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		612	275	228	308	261	-57%	-15%	-66.9
Other Traffic		5	2	1	3	1	-80%	-67%	-0.7
Criminal Code Traffic		15	22	7	4	6	-60%	50%	-3.6
Common Police Activities									
False Alarms		7	21	12	6	14	100%	133%	-0.1
False/Abandoned 911 Call and 911 Act		29	14	41	24	14	-52%	-42%	-2.0
Suspicious Person/Vehicle/Property		28	37	28	17	24	-14%	41%	-2.8
Persons Reported Missing		5	3	2	4	0	-100%	-100%	-0.9
Search Warrants		0	0	1	1	2	N/A	100%	0.5
Spousal Abuse - Survey Code (Reported)		9	7	8	10	15	67%	50%	1.5
Form 10 (MHA) (Reported)		0	0	2	1	3	N/A	200%	0.7



To: Smoky Lake County

May 2023

Thank-you for you generous donation.

The lunch was appreciated by all the members who helped with the annual Highway Clean-up!

Warmly,

Smoky Lake Hobieba Dancers

23May2023

To: Glenn van Dijken 780-674-3325
Dawn Phillips, CAO
Smoky Lake Town Council 780-656-3674
Gene Sobolewski, CAO
Smoky Lake County Council 780-207-1884

URGENT..URGENT...URGENT...URGENT...URGENT...URGENT...URGENT...URGENT...URGENT

It has come to our attention that Aspenview School Board and Alberta Infrastructure has denied Smoky Lake Town Council's request for a change order to save a portion of the school for a community Art Gallery.

The school demolition is scheduled for August 01, 2023.

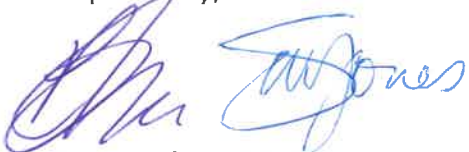
We urgently ask for political influence and will to have the school board and Alberta Infrastructure review their decision. An occasion like this will never be seen again.....a great location for an art gallery, a great and sound structure, and an opportunity to put an outstanding tourist attraction in our town/county with world renowned artists that are right here in our backyard.

There is a huge opportunity to save a portion of the school as a gallery that the community would never afford to build. This opportunity would be lost forever if the school gym were allowed to be demolished.

As mentioned, Smoky Lake is rich in world renowned artists....the current "Alberta Artist in Residence", Sharon Cherweniuk is from Smoky Lake. World class sculptor, Merv Bielish is from Smoky Lake. World renowned artist, Dawn Marie Marchand is from Smoky Lake. We need a proper space for these amazing assets to our community to display their works, sell, and teach. Not to mention all of our Studio 28 artists who are all amazing and accomplished as well and other local artists waiting to be discovered and share their talents.

It is our desperate plea that our provincial government and town and county council arrange a meeting with Aspenview and Alberta Infrastructure to discuss all possibilities to save a portion of the school for a beautiful gallery and tourist attraction that our community really needs to boost our local economy with resources that already exist in our midst.

Respectfully,



Brian and Leesa Jones
Smoky Lake Business Owners
B: 780-656-5502 L: 780-656-1250

Encl.(4)

Subject **Merv Beilish info**

From Leesa Jones <[REDACTED]>

To Jones Brian <[REDACTED]>

Date 2023-04-19 15:40



Thanks for the text Brian. I'm glad to be able to help out. As far as qualifications,-I have studied at the Banff school of fine arts,- A degree from the University of Alberta, another degree from the University of Manitoba and a Masters of Fine Arts degree from Washington State University majoring in sculpture and three dimensional design.I have exhibited my work in solo exhibitions in Canada and the United States for over 60 years and I am represented in private and public collections in England, Switzerland, France, Spain, Australia, the United States and Canada.

I have been on the board of the Alberta Art Foundation, A Fine Arts Consultant for the Alberta Government and head of the Fine Arts Department at Grande Prairie Regional College.

Commissions include the Don Mazenkowski Heart Institute, Q.E II Hospital in Grande Prairie, RCMP Monument, and Pumpkin Park.

Best of luck with your new project!!!

Sent from my iPhone

Sharon Cherweniuk, exhibiting as Sharon Rose Kootenay
Four Lodges Studios and Gallery
9607 -- 78 Avenue, NW
Edmonton, Alberta T6C 0P2

April 23, 2023

Brian and Leesa Jones
Box 732
Smoky Lake, Alberta T0A 3L0

Re: Proposed Art Gallery in Smoky Lake

Dear Brian and Leesa, and to Whom it May Concern,

Firstly, Brian, I would like to thank you for meeting with me on Thursday, and for sharing your vision for a new art gallery in Smoky Lake. I was very excited to learn of your ideas, and believe that the time is perfect for this new endeavour.

As a fine craft artist who works primary in exhibition, I understand how important a venue is for visual artists to showcase new artwork. To bring this facility to regional artists is a both a support to them, and to the residents and visitors to enjoy and experience art.

I have been a professional artist, arts administrator, and curator for over 20 years. During this time, have mentored many learners who have developed from emerging to expert practitioners. I have been happy to see many of my students branch out to galleries and artist representation, and it is with this experience that I understand the value of commercial facilities and the opportunity for retail sales.

In my personal artistic practice, the most rapid advancement to my career came with the acquisition and opening of two gallery/studio storefronts in Vilna, from 2013 -- 2023. These spaces, along with a certificate in Studio and Gallery Management from NSCAD University, allowed me to design and present my work in a more professional context. During this time, I was able to showcase my work, and host many curators, including representative visits from the Glenbow, the Art Gallery of Alberta, the Alberta Foundation for the Arts, TREX Southeast/ Esplanade Arts and Heritage Centre (Medicine Hat), The Art Gallery of St. Albert, and the Ociciwan Contemporary Gallery, among others. Over the years, these appointments brought many visitors to Vilna, which rippled out in opportunities for local economies to prosper as well.

We also opened our Vilna spaces as event and workshop venues, hosting local musicians and providing arts opportunities for residents and school groups. I was always happy to welcome visitors: to encourage participants to enjoy art and music, and to learn new skills. These facilities enabled me to grow as an artist and an administrator, and to share my experience and practice with others. I believe that living an artistic life can contribute to a better sense of one's purpose and perspective, and offer meaningful and fun activities. These activities greatly help to improve the quality and satisfaction in one's life. A creative community hub, like the gallery space that Brian and Leesa are proposing, can fill this gap for participants of all ages.

Thank you for taking the time to listen to my thoughts, and please feel free to reach out if you would like to discuss these ideas further. I am looking forward to hearing about the next stages of arts and culture in Smoky Lake, and sincerely hope that the new Gallery will be front and centre!

Yours truly,

Sharon Cherweniuk

Smoky Lake, AB
T0A 3C0

April 22, 2023

Town of Smoky Lake Council
P.O. Box 460
56 Wheatland Ave
Smoky Lake, AB
T0A 3C0

Regarding: Letter of Support For Repurposing School to Art Gallery

Recently, I met with various people in our community discussing insights and potential for the region's enhancement. During this time, I became aware of the possibility that portions of the school may be secured for societal services, including the arts. Though I have not had the chance to raise this at a meeting, as chair of the Smoky Lake Regional Heritage Board, I endeavor to preserve and promote culture for our area as well as seek out opportunities for heritage based tourism. As such, I was excited to hear of the possibility of a facility that would house an art gallery for showing, selling, teaching and creating art of various media providing an opportunity for both local and international artists to share their talents with residents and visitors in our region.

An art gallery in the Town of Smoky Lake would definitely be an asset to the community. This would give artists a much needed venue to raise the profile of our town and local artists where they can teach, network with other artists, show and sell their art. There could be studios for painting, photography, pottery, textiles, woodwork and more in addition to large open space for exhibits. An arts facility would encourage travelers, residents, and visitors to experience the aesthetic character of our cultural heritage. This letter is in support of preserving space to create and display art which is a part of cultural heritage and beneficial to our community.

Sincerely,

Noreen Easterbrook

Studio 28 Artists and Crafters' Guild
PO Box 221
Smoky Lake, AB T0A 3C0

April 27, 2023

Brian and Leesa Jones
PO Box 732
Smoky Lake, AB T0A 3C0

Re: Proposed Art Gallery in Smoky Lake

Dear Brian and Leesa, and to Whom It May Concern,

Thank you for taking the time to share with us your vision for a new art gallery in Smoky Lake. A gallery and art event space would be a fantastic addition to our community and would fill a gap that exists in our social fabric.

There are a wealth of wonderful local artists and makers in the region, and this is a unique opportunity to transform an existing structure that would sit in new park greenspace on the site of the old H. A. Kostash school.

Studio 28 has, for more than 20 years, fostered community and shared visual arts with people through our gallery space in the CN station, exhibits during the Pumpkin Fair, providing artwork for the hospital, and other activities. We support all levels of creators from professionals to curious experimenters and everything in between. With over 100 combined years of art instruction and exhibition experience, we well understand the broad benefits a new art gallery would provide.

Exhibiting one's art is a fundamental building block of professionalism for artists. The preparation for an exhibition builds skills and elevates an artist's perspective. Many granting organizations look for evidence of exhibitions as a necessary prerequisite for funding consideration.

Additionally, having an art space in Smoky Lake will provide opportunity for artists to meet, establish relationships, learn from each other, and devise future projects together. Despite the fact that artists often create alone, learning and opportunities are fostered by proximity and artists absolutely benefit from being part of a community of artists.

For students studying art at the school and other creative people in the area, the space would be a readily available opportunity to engage with professional and semi-professional artists. Seeing other artists' work can inspire their own efforts. They could supplement their studies through workshops offered in the space. Students and other local artists would be attracted by the potential to exhibit their own artwork.

Our region also has many highly skilled Indigenous artists who have experienced barriers to exhibition and sales. Your proposal is to provide space for these artists, as well as inviting visiting artists from our sister town in Ukraine, Kosiv.

Any level of engagement with the creative arts enhances people's personal lives and supports mental wellness. Creative thinkers are essential to success in all professions in our times of fast-paced change. Creating with one's hands is grounding and wires different circuitry in our brains than our constant diet of digital screens. Creative arts teach us that subtlety matters, and that there is more than one way to respond to a situation. All of these are critical to well-being and success in our rapidly changing, increasingly digital world.

We believe your proposed art gallery would be a wonderful addition to the community, a draw for tourists to the region, a locus for art activity at events like Canada Day and Pumpkin Fair, and an asset for community activity in the future park space.

We sincerely hope that this project comes to be. It is important and timely.

Yours truly,



Lori Sokoluk
President
Studio 28 Artists' and Crafters' Guild

On behalf of our membership:

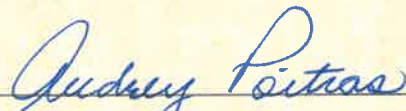
Marilyn Rife
Sheila Cline
Lily Dutchak
Carollyne Carden
Theresa Watamaniuk
Lori Sokoluk

WE, THE UNDERSIGNED, HEREBY ESTABLISH THE

SMOKY LAKE TOURISM COMPANY

A partnership of Métis Crossing Ventures Ltd.
and
the Municipally Controlled Corporation for the Smoky Lake Development Corporation

Created to invest in regional tourism initiatives, promote regional tourism projects,
and support economic development opportunities in the Smoky Lake Region.



Audrey Peitras, Chair
Métis Crossing Ventures Ltd.



Amy Cherniwchan, Chair
The Municipally Controlled Corporation for
the Smoky Lake Development Corporation

MAY 19, 2023
at Métis Crossing, Smoky Lake County, Alberta

Information Release	
Date Released	Number/Information Released
April 21, 2023	R63-23: Evergreen Meeting Documents
April 24, 2023	R64-23: RMA Contact Newsletter – April 21, 2023
April 25, 2023	R65-23: LICA – 2022 Air Quality Report
April 25, 2023	R66-23: Highway 28 Improvements
April 26, 2023	R67-23: Farm Safety Centre Thank You Letter – April 17, 2023
April 28, 2023	R68-23: Heritage River Tourism Planning-Final Report: April 28, 2023
April 28, 2023	R69-23: ADOA Spring Issue Newsletter – May 2023
April 28, 2023	R70-23: NSWA Newsletter – April 2023
April 28, 2023	R71-23: RMA Contact Newsletter – April 28, 2023
May 1, 2023	R72-23: UCC-ACP News Bulletin – May 1,2023
May 1, 2023	R73-23: LICA Spring 2023 Newsletter
May 9, 2023	R74-23: UCC-ACP News Bulletin – May 8, 2023
May 9, 2023	R75-23: RMA Contact Newsletter – May 5, 2023
May 9, 2023	R76-23: Town of SL Newsletter – May 2023
May 9, 2023	R77-23: Aspen View Public Schools News Release – May 4, 2023
May 10, 2023	R78-23: Smoky Lake County Census
May 10, 2023	R79-23: Aspen View Board Highlights – May 4, 2023
May 12, 2023	R80-23: LICA – Heat Warning Statement
May 12, 2023	R81-23: Vilna/Bellis COPs Meeting March 2023
May 12, 2023	R82-23: RMA Contact Newsletter – May 12, 2023
May 17, 2023	R83-23: LICA Air Quality Update
May 18, 2023	R84-23: UCC-ACP News Bulletin May 17 2023
May 24, 2023	R85-23: Waskatenau Pryveet Dance Club Minutes
May 24, 2023	R86-23: Training Report -Finance
May 24, 2023	R87-23: Aspen View News Release – May 24, 2023
May 24, 2023	R88-23: Training Report – Planning and Development