



# SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, December 14, 2023 at 9:00 a.m.

Virtual - Meeting ID: # 527853925

<https://video.businessconnect.telus.com/join/527853925>

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

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1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes:
  - 3.1. Council Chief Administrative Officer (CAO) Recruitment Meeting, November 15, 2023
  - 3.2. Council Budget Meeting, November 21, 2023
  - 3.3. Council Regular Meeting, November 23, 2023
  - 3.4. Council Budget Meeting, December 5, 2023
4. Delegation(s):
  - 4.1. Sgt. Anita Doktor, Smoky Lake RCMP Detachment - Update @ 9:00 a.m.
  - 4.2. Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism – Update and Request for Year-2024 Advertising Renewal @ 1:30 p.m.
5. Public Hearing (*Council Meeting is Recessed and Public Hearing is undertaken on a Separate Agenda*)
  - 5.1. Bylaw No. 1453-23: to amend the Land Use Bylaw No. 1272-14, for the purposes defining Supportive Living Facilities and creating provisions relating thereto, and to rezone Part of River Lot 15 (Victoria Settlement) from Victoria Commercial (C2) District to Direct Control (DC2) District' @ 9:15 a.m. (or as soon as practical thereafter)

## **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*)
  - 6.1. DP-030-23: animal Breeding and/or Boarding Facility & Associated Accessory Buildings. @ 2:00 p.m. (or as soon as practical thereafter)
7. Business – Requests for Decisions
  - 7.1. Hamlet of Bellis Sewage Connection Request
  - 7.2. Vilna Solar Project – Potential Cost-Sharing Models & Community Development
  - 7.3. Heritage River Designation Initiative Update (Project Close-out)
  - 7.4. Policy Statement No. 01-53-02: Treaty and Indigenous Acknowledgement
  - 7.5. Unbudgeted Capital Expenses – Heritage Resource Designation Signage
  - 7.6. Natural Gas Interim 2024 Budget
  - 7.7. Family & Community Support Services (FCSS) Grant Funding
  - 7.8. Donation/Sponsorships Requests
  - 7.9. Property Tax Agreement Request
  - 7.10. Property Tax Penalty Request for Write-Off
  - 7.11. Year-2024 Capital Budget
  - 7.12. Year- 2024 Interim Budget

**8. Chief Administrative Officer (CAO) Report**

- 8.1. Interim Chief Administrative Officer Report for November 24, 2023 to December 7, 2023

**9. Council Committee Reports (*provided at the second Council meeting of the month*)**

Nil

**10. Correspondence**

- 10.1. Letter - Minister of Transportation, dated October 19, 2023, declining the County's September 21, 2023 request for additional STIP funding towards Bridges BF13398 and BF76552
- 10.2. Email - Save the Date for RMA District 5 Meeting, Friday, January 26, 2024 at Fort Kent Community Hall, Bonnyville
- 10.3. Letter – N.E. Muni-Corr Ltd., dated November 16, 2023, responding to the County's September 7, 2023, Motion #862-23
- 10.4. Letter – Lac La Biche County, dated November 16, 2023, promoting the Lac La Biche Law Enforcement Training Centre to the Northeast Alberta Alliance for Growth & Opportunity (NAAGO)
- 10.5. Letter – ATCO, dated November 22, 2023, requesting the County's Year-2024 or future Road Improvement Projects
- 10.6. Letter – The Royal Canadian Legion Smoky Lake Branch #227, dated November 19, 2023, requesting financial reimbursement for repairs to building
- 10.7. Letter – Minister of Public Safety & Emergency Services, dated November 20, 2023, notice of approval under the 2023 Wildfires Disaster Recovery Program
- 10.8. Letter – Minister of Transportation and Economic Corridors, dated October 19, 2023, funding denied for bridges BF13398 and BF76552
- 10.9. Email – Alberta Indigenous and Municipal Police Transition Grant Program Information

**11. Information Release**

Nil

**12. Financial Reports**

- 12.1. Budget to Actual

**13. Next Meeting**

- 13.1. Schedule the next Council Meetings for February, March, and April, 2024
- 13.2. Schedule a Council Committee of the Whole Meeting for the Purpose of Strategic Planning

**14. In Camera (Executive Session)**

- 14.1. Legal Issue: Associated Engineering Alberta Ltd.'s proposed renewal of standing offer agreement for engineering services, under the authority of the FOIP Act Section 16: Third Party Business Interests
- 14.2. Land Issue: Property Tax Exemption Request through Community Organization Property Tax Exemption Regulation (COPTER), under the authority of the FOIP Act, Section 16: Third Party Business Interests

**15. Adjournment.**

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting for the purpose of Chief Administrative Officer (CAO) Recruitment** held Wednesday, **November 15, 2023**, at 11:25 A.M. in Smoky Lake County Council Chambers.

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

		<b>ATTENDANCE</b>
		<u>Wednesday, Nov. 15, 2023</u>
<u>Title</u>	<u>Name</u>	
Councillor Division 1	Dan Gawalko	Present in Chambers
Deputy Reeve / Councillor Division 2	Linda Fenerty	Present in Chambers
Councillor Division 3	Dominique Cere	Present in Chambers
Councillor Division 4	Lorne Halisky	Present in Chambers
Reeve / Councillor Division 5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Executive Services /R.S.	Patti Priest	Present in Virtually
Member of the Public	N/A	N/A

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**Agenda:**

099-23: Fenerty                      That the **Smoky Lake County Council Meeting for the purpose of Chief Administrative Officer (CAO) Recruitment Agenda**, for Wednesday, November 15, 2023, be adopted as presented.

Carried Unanimously.

**Executive Session / In-Camera:**

**Personnel Issue: Chief Administrative Officer (CAO) Recruitment**

100-23: Cere                      That Smoky Lake County Council go into Executive Session, to discuss a Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, in the physical presence of all Council, Interim Chief Administrative Officer, and Executive Services Clerk, in respect to: the Short Listing Candidate Summary, Recruitment Agency Options, Video Job Interviews & Privacy, and Probationary Appointments Directive, time 11:26 a.m.

Carried.

101-23: Cere                      That Smoky Lake County Council go out of Executive Session, time 12:27 p.m..

Carried.

**Chief Administrative Officer (CAO) Recruitment**

102-23: Halisky                      That Smoky Lake County administration conduct research and seek advice through legal counsel and/or Alberta Municipal Affairs, in respect to the concepts of ‘hiring an employee’ versus ‘contracting a contractor’ to fulfill the duties of an appointed Chief Administrative Officer (CAO).

Carried.

**Adjournment:**

103-23: Gawalko                      That the Smoky Lake County Council Chief Administrative Officer (CAO) Recruitment Meeting, of Wednesday, November 15, 2023, be adjourned, time 12:28 p.m.

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget Meeting** held on Tuesday, **November 21, 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. Jered Serben in the presence of the following persons:

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Nov. 21, 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
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present

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Members of Administrative Staff in attendance:

Jordan Ruegg – Planning & Dev. Manager	Virtually Present
Kyle Schole – Planning Technician	Virtually Present
Evonne Zukiwski – Communications Officer	Virtually Present
Carole Dowhaniuk – GIS Operator	Virtually Present
Dave Franchuk – Enviro & Parks Manager	Virtually Present
Daniel Moric – Natural Gas Manager	Virtually Present
Carleigh Danyluk – Ag. Fieldman	Virtually Present
Trevor Tychkowsky – Loss Prevention Coor.	Virtually Present
Tate Murphy – Community Peace Officer	Virtually Present
Mark Fedoretz – Public Works Shop Foreman	Virtually Present
Scott Franchuk – Fire Chief	Virtually Present @9:22am

No Members of the Media were in attendance.

No Members of the Public were in virtual attendance.

**Agenda:**

104-23: Cere That the Smoky Lake County Council Budget Meeting Agenda for Tuesday, November 21, 2023, be adopted, as amended:

**Addition to the Agenda:**

1. Executive Session, Personnel and Legal Issues, under FOIP Section 27: Privileged Information, and Section 16: Third Party Business Interests.

Carried Unanimously.

**Addition to the Agenda - Executive Session:**

**Personnel & Legal Issues: Staffing and Contracted Services**

105-23: Cere That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, under FOIP Section 27: Privileged Information, and Section 16: Third Party Business Interests, in respect to budgetary items including staffing and contracted services, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, Planning & Development Manager, Planning Technician, Communications Officer, GIS Operator, Environment & Parks Manager, Natural Gas Manager, Agricultural Fieldman, Loss Prevention Coordinator, Community Peace Officer, Public Works Shop Foreman, and Executive Services Clerk, time 9:07 a.m..

Carried.

Scott Franchuk, Fire Chief, virtually joined the Executive Session, time 9:22 a.m.

106-23: Halisky That Smoky Lake County Council out of Executive Session, time 10:46 a.m.

Carried.

**Request for Decision:**

Chris Minailo, Public Works Manager, entered Council Chambers, time 11:13 a.m.

One member of the Public virtually joined the meeting, time 11:26 a.m.

**Draft Five-Year Road Plan: Year 2024-2028**

107-23: Halisky That Smoky Lake County Council amend the draft Five-Year Road Plan for Year 2024-2028, as discussed on November 21, 2023, and bring forward the new proposal to the next County Council Budget meeting for review prior to presenting it at a public open house.

Carried.

**Draft Year-2024 Capital Plan Budget**

108-23: Halisky That Smoky Lake County Council amend the Year-2024 Capital Plan Budget, as discussed on November 21, 2023, and bring forward the new proposal to the next County Council Budget meeting for review prior to presenting it at a public open house.

Carried.

**Draft Year-2024 Interim Budget**

109-23: Gawalko That Smoky Lake County Council approve to incorporate the proposed amendments as discussed on November 21, 2023, into the Draft Year-2024 Interim Budget, and bring it forward to the next County Council Budget meeting for review prior to presenting it at a public open house.

Carried.

**Budget 2024 - Virtual Public Open House**

110-23: Halisky That Smoky Lake County schedule a **Virtual Public Open House** for the purpose of Public Participation and input in to the County's Year-2024 Budget, on **Tuesday, December 12, 2023 at 7:00 p.m.**

Carried.

**Adjournment:**

111-23: Cere That the Smoky Lake County Council Budget Meeting of November 21, 2023, be adjourned, time 11:55 a.m.

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **November 23, 2023**, at 9:02 A.M. held both virtually online and physically in Council Chambers.

The meeting was called to order by the Reeve, Jered Serben, in the presence of the following persons:

		<b>ATTENDANCE</b>
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Nov.23, 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
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers
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Observers in Attendance Upon Call to Order:

Comm. Officer	Evonne Zukiwski	Virtually Present
Planning Tech.	Kyle Schole	Virtually Present
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
Comm. Peace Officer	Tate Murphy	Virtually Present
Enviro. & Parks Manager	Dave Franchuk	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Fire Services Clerk	Meaghan Andreychuk	Virtually Present
Public	1 Member	Virtually Present
Media	No Members	N/A
DDC Sand & Gravel	Cam & Dale Crosswell	Present in Chambers

**2. Agenda:**

112-23: Fenerty

That the Smoky Lake County Council Meeting Agenda for Thursday, November 23, 2023, be adopted, as amended:

**Additions to the Agenda:**

1. **Delegation** – Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd., at 1:00 p.m. Re: County Bridge Program (under Executive Session) – Legal Issues, in respect to Contracts and Agreements relating to: Bridges, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.
2. **Executive Session** – Legal and Personnel Issues, in respect to Contracts and Agreements relating to: Environmental Services, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.
3. **Special Guests** – H. A. Kostash School’s Grade Six Class, expected at 11:20 a.m.
4. **Request for Funding** - Stry Ukrainian Orthodox Church.
5. **ARMA EPR Program** - Evergreen Regional Waste Management Services Commission (ERWMS) recommends that each Municipality requests whether they want the ERWMS to register and fill out the application form on Municipality’s behalf for the ARMA EPR Program.

Carried Unanimously.

**3. Minutes:**

**Minutes of October 12, 2023 – Regular Council Meeting**

113-23: Gawalko That the minutes of the **Smoky Lake County Regular Council Meeting** held on Thursday, October 12, 2023, be adopted as presented.

Carried.

**Minutes of October 26, 2023 – Regular Council Meeting**

114-23: Cere That the minutes of the **Smoky Lake County Regular Council Meeting** held on Thursday, October 26, 2023, be adopted as presented.

Carried.

**Minutes of October 26, 2023 – Organizational Council Meeting**

115-23: Fenerty That the minutes of the **Smoky Lake County Organizational Council Meeting** held on Thursday, October 26, 2023, be adopted as presented.

Carried.

**Minutes of October 31, 2023 – Budget Council Meeting**

116-23: Cere That the minutes of the **Smoky Lake County Budget Council Meeting** held on Tuesday, October 31, 2023, be adopted as presented.

Carried.

**4. Delegation:**

**Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel**

Present before Council in Chambers from 9:05 a.m. to 9:09 a.m. was Dale Croswell, Owner and Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, to discuss a proposed Winter Haul Road Agreement.

**Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel - Haul Road Agreement**

117-23: Halisky That Smoky Lake County execute a Haul Road Agreement for Winter Haul, as per Policy Statement No. 03-14-12, for the period of December 1, 2023 to February 28, 2024 with Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, to haul approximately 25,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831, pending final approval from the County Road Foreman.

Carried.

Delegation: Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, and associate Alissa, left the meeting, time 9:09 a.m.

**7. Request for Decision:**

**Requests for Donation – Smoky Lake Christmas Hamper**

118-23: Halisky That Smoky Lake County Council approved to provide funding in the amount of **\$240.00** to the Smoky Lake Christmas Hamper Program, allocated from the Contingency Budget, in response to the letter from the Smoky Lake Christmas Hamper representative: Chrissy Ikert, received in November 2023; and advertise on social media for public awareness of their program needs.

Carried.

One Member of the Public virtually joined the meeting, and Two Members of the Public entered Council Chambers, time 9:20 a.m.

**Requests for Donation – Ukrainian Orthodox Society of Spedden**

119-23: Gawalko That Smoky Lake County Council approve to provide additional funding in the amount of **\$673.32**, to the Ukrainian Orthodox Society of Spedden, in reference to the August 3, 2023, Council Meeting Motion #771-23; in response to the letter received from the Society dated October 26, 2023; and Council agree to review Policy Statement No. 01-14-05: Contributions to Non-Profit Organizations and Individuals at a future Policy Committee Meeting.

Carried.

**Tax Sale Reserve Bids**

120-23: Cere That Smoky Lake County Council approve the following reserve bids for the Property Tax Sale scheduled to be held December 12, 2023, at 10:00 a.m.:

Roll	Reserve Bid	LINC #	Legal
13613240	\$280,000	0023571153	NE 32-61-13-4
14590910	\$340,000	0023555179	SE 9-59-14-4
16601910	\$425,000	0010150563	SE 19-60-16-4
17593320	\$350,000	0023477391	SW 33-59-17-4
22010105	\$115,000	0010199347	Lot 5 & 6 Blk 1 Plan 1955CL
30190101	\$80,000	0013499082	Lot 1 Blk 1 Plan 7822612
40300413	\$10,000	0010266906	Lot 13 Blk 4 Plan 314HW

Carried.

**Family and Community Support Services (FCSS) Grant Applications**

121-23: Halisky That Smoky Lake County **approve** to allocate funding from the 2023 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:

Community Group	Eligibility	Funding
Smoky Lake Agricultural Society	Public Skating Program	\$5,000.00
Victoria Trail Agricultural Society	Volunteer Appreciation	\$900.00

Carried.

Luke Panek, Founder of Yolo Nomads, virtually joined the meeting, time 9:28 a.m.

**Request for Property Tax Payments and Penalty Waive – Tax Roll #19600810**

122-23: Halisky That Smoky Lake County Council **take no action** to the letter received from the Gathering Place Co-op, dated November 14, 2023, requesting a payment plan for Property Tax Roll # 19600810 and requesting the March 1, 2023, penalties, be written off; unless confirmation of a 2022 assessment reduction is received from the County Assessor.

Carried.

**4. Delegation:**

**Yolo Nomads – Luke Panek, Founder**

Present before Council from 9:33 a.m. to 9:54 a.m. was Luke Panek, Founder of Yolo Nomads, to provide a Community Marketing Proposal.

Luke Panek, Founder of Yolo Nomads, virtually left the meeting, time 9:54 a.m.



**Yolo Nomads – Community Marketing Proposal**

123-23: Cere

That Smoky Lake County Council acknowledge receipt of the presentation received from the November 23, 2023, Delegation: Luke Panek, Founder of Yolo Nomads, in respect to a Community Marketing Proposal.

Carried.

**5. Public Hearing:**

Nil.

**6. Municipal Planning Commission:**

Nil.

Daniel Moric, Natural Gas Manager, entered Council Chambers, time 9:56 a.m.

**7. Request for Decision:**

**Federation and Gas Alberta November Convention**

124-23: Halisky

That Smoky Lake County Council Councillors Halisky and Gawalko be approved to attend the Federation of Alberta Gas Co-ops Ltd., Convention scheduled for November 27-30, 2023, at the River Cree Resort & Casino.

Carried.

Daniel Moric, Natural Gas Manager, left Council Chambers, time 9:58 a.m.

**Policy Statement No. 02-12-04: Peace Officer: Traffic Safety Plan**

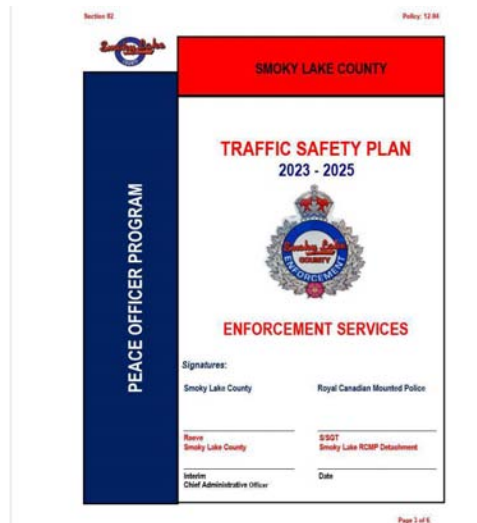
125-23: Halisky

That Smoky Lake County Policy Statement No. 02-12-04: Peace Officer - Traffic Safety Plan, be amended:

Title: Traffic Safety Plan		Policy No.: 12-04
Section: 02	Code: P-I	Page No.: 1 of 6 E
Legislation Reference:	Peace Officer Ministerial Regulations Act Traffic Safety Act	
Purpose:	The Traffic Safety Plan has been produced as a model for traffic education and moving traffic enforcement operations for Smoky Lake County.	
<b>Policy Statement and Guidelines:</b>		
<b>1. STATEMENT</b>		
1.1 Smoky Lake County in conjunction with the Smoky Lake RCMP Detachment have completed a Traffic Safety Plan designed to focus on improving road safety in accordance with Alberta Traffic Safety Initiatives.		
<b>2. OBJECTIVES</b>		
2.1 A Traffic Safety Plan is to bring awareness to the County of the frequency and locations of motor vehicle collisions and of the major contributors to motor vehicle deaths and serious injuries and to focus traffic enforcement efforts on a reduction of such collisions.		
2.2 This process will increase awareness of the overall jurisdictional needs for traffic enforcement and encourages both County and RCMP to work collaboratively to support the most effective use of resources.		
<b>3. GUIDELINES</b>		
The Traffic Safety Plan addresses five main goals:		
3.1 Overview to identify the communities and/or main arterial roadways within the County jurisdiction – numbered highways and busy County roads.		
3.2 Obtain a statistical breakdown of traffic data from the records located at the local RCMP Detachment.		
3.3 Identify what educational programs can be delivered addressing issues within the scope of Peace Officer's authority. Identifies opportunities to work within schools or the community in delivering these programs.		
3.4 Utilize the statistical breakdown of traffic data to identify those aspects of traffic enforcement.		
3.5 Determine and identify what enforcement and educational efforts will be contributed towards reducing fatal and serious injury collisions by the agency.		
3.6 Keeping statistical records of enforcement and educational efforts in the areas identified as the major causes of death and serious injury (i.e., adult seat belt charges, child passenger charges, stop sign infractions, traffic light infractions, intersection infractions, speeding infractions and others).		

Title: Traffic Safety Plan	Policy No.: 12-04
Section: 02	Code: P-1
Page No.: 2 of 6	E

<b>Policy Statement and Guidelines:</b>	
<b>4. PROCEDURES</b>	
4.1	In order to ensure fair and consistent enforcement that improves traffic safety, Authorized Employers, who conduct traffic enforcement, are required to file an updated Traffic Safety Plan with Public Security Division every <b>three years: 2023-2025</b> .
4.2	The plan must incorporate the most recent collision data available from the local RCMP and based on information shared between parties.
4.3	The following format <b>Schedule "A": Traffic Safety Plan</b> will be completed and submitted to the Peace Officer Program at <a href="mailto:peaceofficemfio@gov.ab.ca">peaceofficemfio@gov.ab.ca</a> .
4.3	Once Smoky Lake County has prepared the Traffic Safety Plan, a copy will be presented by the Peace Officer to the local RCMP detachment for review with their respective traffic unit. Upon review and acceptance, both the County and the RCMP sign off on the Plan.



<b>TRAFFIC SAFETY PLAN</b>		<b>SMOKY LAKE COUNTY</b>
<p><b>Executive Summary:</b> Smoky Lake County Traffic Safety Plan was introduced as part of the Peace Officer Program to encompass a strategic approach to traffic safety. The 2023-2025 Traffic Safety Plan has been established as a model for traffic education and enforcement operations for Smoky Lake County. The Plan provides guidance for the Smoky Lake County Community Peace Officer in implementing a coordinated enforcement effort towards achieving a reduction in the number collisions, deaths, and injuries in our community.</p> <p><b>Overview:</b> At the present time, Smoky Lake County employs one Community Peace Officer. The duties of the Community Peace Officer is educate the public and to undertake the required enforcement of the various County Bylaws, as well as the following Alberta Legislation and all regulations there under, within the Smoky Lake County in the Province of Alberta and has authority throughout the Province of Alberta to execute a duty when the matter under investigation occurred within the Smoky Lake County in the Province of Alberta relating to:</p> <ul style="list-style-type: none"> <li>■ The Animal Protection Act.</li> <li>■ The Dangerous Dogs Act.</li> <li>■ The Environmental Protection and Enhancement Act, Part 9 Division 2.</li> <li>■ The Fuel Tax Act.</li> <li>■ The Gaming, Liquor and Cannabis Act.</li> <li>■ The Petty Trespass Act.</li> <li>■ The Provincial Administrative Penalties Act.</li> <li>■ The Provincial Offences Procedure Act.</li> <li>■ The Traffic Safety Act.</li> </ul> <p>It is estimated that at least 20% of working hours are dedicated to moving traffic enforcement within the County boundaries.</p> <p><b>Demographics:</b> Smoky Lake County has two 2 - digit highways and six 3 digit highways. Highway 28: runs east and west for 77 km in the centre of the County. Highway 36: runs north and south for 22 km in the east side. Highway 652: runs east and west for 23 km in the east/south area. Highway 656: runs east and west for 3 km in the west/central area. Highway 831: runs north and south for 16 km near Waskataneau. Highway 855: runs north and south for 40 km through Smoky Lake Town. Highway 857: runs north and south for 16 km near Bella. Highway 859: runs north and south for 15 km near Vina.</p> <p>Smoky Lake County has 1600 kilometers of gravel and oiled roads within its boundaries. The County also has four Hamlets and 15 multi-lot country residential sub-divisions.</p>		

Section 02 Policy: 12-04

TRAFFIC SAFETY PLAN		
SMOKY LAKE COUNTY		
Hamlets	Multi-Lot Country	Residential Sub-divisions
Hamlet of Warspite	Hanmore Lake Holdings	Birchland Resort
Hamlet of Edwamd	Haynes Estate Subdivision	Parkview Beach Resort
Hamlet of Bellis	Mons View Resort	Wayetenua Subdivision
Hamlet of Spedden	Mons Lake Estates	Hillside Acres
	Sandy Lake Park	Paradise Cove
	Garner Lake Resort	Whitefish Properties Ltd.
	Bonnie Lake Resort	Long Island Lake
	Sunrise Beach Resort	

There is an Iron Horse Trail approximately 70 kilometer long multi-use recreation trail running east and west through the entire County.

Municipalities within the Smoky Lake County boundaries that are responsible for its own enforcement issues: Town of Smoky Lake, Village of Vina and Village of Waskatenau.

**RCMP Occurrence Statistics:**

Fatal/Serious Injury Crashes		Property Damage Collisions	
2022	18	2022	139
2021	13	2021	128
2020	8	2020	N/A
2019	14	2019	N/A
2018	13	2018	183

**Locations of Interest:**  
Based on visual observation, there is a very high use of All Terrain Vehicles throughout the area. Areas of concern are the multi-lot country residential subdivisions. From May until September, these areas experience a high volume of pedestrian, motor vehicle, and all terrain vehicle traffic.

**Patrol Focus:**  
To address safety concerns, Smoky Lake County has reduced the speed limit in these areas to between 20km/hr and 50km/hr. The Community Peace Officer has been certified in the operation and use of typical mobile and stationary radar and will continue to monitor traffic patterns and behavior in the above noted areas.

A Speed Reduction approach to road safety is safe speeds. This is due to the fact that appropriate speeds provide a safety buffer that reduces the likelihood of a crash, and decreases the kinetic energy released on people in a collision.

**Education:**  
As education and awareness are recognized as important components of traffic safety enforcement, the local media and educational materials are being used throughout the County, as well, maintained on the County's website under Protective Services.

**Enforcement:** Enforcement efforts will be recorded by offence for violations of the *Traffic Safety Act* for year-end statistical data to determine overall effectiveness.  
Recorded efforts to also include public awareness and educational situations.

Page 5 of 6.

Section 02 Policy: 12-04

TRAFFIC SAFETY PLAN		
SMOKY LAKE COUNTY		
<b>Priorities Plan:</b>		
<ul style="list-style-type: none"> <li>■ The RCMP statistics indicated traffic infractions and collisions occur primarily on the Provincial Highways. The RCMP therefore have limited manpower to address concerns on rural County roads with respect to passenger vehicles and/or all-terrain vehicles. The Smoky Lake County Community Peace Officer, therefore, will focus efforts on dealing with these concerns on the rural roads within Smoky Lake County's hamlets, subdivisions, and on the multi-use trail trails.</li> <li>■ Peace Officer and the local RCMP detachment will undertake Joint Forces Operation as requested, to focus on speeding violations as key locations along the various routes through the County.</li> <li>■ Increase compliance with Traffic Safety Act and Regulations within Smoky Lake County.</li> <li>■ Provide education encouragement and enforcement to achieve behavioral change and for driver behavior to become more aligned to remain within the rules of the road and the laws that govern safe driving practices.</li> </ul>		
<b>Summary</b>		
<p>This document is not to take away from the Community Peace Officer's ability to use personal discretion during proactive patrols, instead, to give focus on areas of concern that have been identified within this Plan. The 2023-2025 Traffic Safety Plan will serve as a model of traffic operations for the Smoky Lake Community Peace Officer. The Plan will be updated every three (3) years as per legislation and will be reviewed on a regular basis via RCMP collision statistics to see if areas of focus need to be adjusted in order to provide the highest and safest level of service.</p> <p style="text-align: center;"><b>This plan is in effect and has been completed in conjunction with the RCMP Local Detachment.</b></p>		

Page 6 of 6.

**Town of Smoky Lake Recommendation to Disband SLRF&R Committee**

126-23: Cere

That Smoky Lake County, as managing partner of the Smoky Lake Region Fire & Rescue Committee (SLRF&RC), as established through a Joint Agreement legislated under Smoky Lake County's Bylaw No. 1286-15 and each other respective municipality's bylaw of same, **take no action** to the Town of Smoky Lake Council's October 30, 2023, Motion recommending to "disband" the SLRF&RC due to the negotiations to regionalize fire services; as the SLRF&RC can be "disbanded" upon repeal of the bylaw after establishing Regional Fire Services through a future bylaw which would repeal Bylaw No. 1286-15; and therefore, the SLRF&RC continues to be relevant, necessary, and legislated, until such time when a Regional Fire Services is established, regardless of ongoing negotiations to regionalize fire services.

Carried.

**Logging and Clearcutting on Private Lands Report**

127-23: Halisky

That Smoky Lake County accept the Logging and Clearcutting on Private Lands Report prepared by the Planning and Development Department, dated November 15, 2023, for information, and direct that Administration to bring forward a draft Land Use Bylaw and Municipal Development Plan Bylaw Amendments for consideration to a future Meeting of Council, pending further engagement with the department of Alberta Forestry and Parks.

Carried.

Scott Franchuk, Fire Chief, entered Council Chambers, time 10:26 a.m.

**Northern and Regional Economic Development (NRED) Program Application**

128-23: Halisky

That Smoky Lake County **defer** further discussion in respect to the 2023-24 Northern and regional economic development (NRED) program intake which closes December 20, 2023, to the December 5, 2023, Council Budget Meeting, to potentially fund 50% of a matching grant from the Council Strategic Initiatives contingency.

Carried.

**3rd Annual 2023 Junior Firefighter Summer Day Camp Financials**

129-23: Fenerty

That Smoky Lake County acknowledge receipt of the Year-2023 Junior Firefighter Summer Day Camp - Financial Update, as prepared by Scott Franchuk, Fire Chief, with a total revenue in the amount of \$16,650.00 and total expenses in the amount of \$16,238.20; and approve the remaining surplus funds in the amount of \$411.80 to be allocated into reserves towards the Year-2024 Junior Firefighter Summer Day Camp program:

2023 Junior Fire Summer Day Camp Revenue			
As of November 14, 2023			
Description	Quantity	Price	Revenue
Smoky Lake County	1	\$6,000.00	\$6,000.00
County FCSS Funding	1	\$6,000.00	\$6,000.00
Registration	13	\$50.00	\$650.00
Town of Smoky Lake	1	\$500.00	\$500.00
Village of Waskatenau	1	\$2,000.00	\$2,000.00
Smoky Lake Fire Department	1	\$500.00	\$500.00
Vilna Fire Department	1	\$500.00	\$500.00
Waskatenau Fire Department	1	\$500.00	\$500.00
		<b>Sub Total</b>	<b>\$16,650.00</b>

2023 Junior Fire Summer Day Camp Expenses			
Description	Quantity	Price	Cost
Course Instructors	5	\$1,500.00	\$7,500.00
Mileage	1160	\$0.70	\$812.00
CPR and AED Exams and Supply Rentals	13	\$245.00	\$245.00
Vehicle for Training with towing	2	\$465.00	\$465.00
Fire Gear Rental	14	\$222.75	\$3,118.50
Fire Gear Rental Extra Cleaning and Repair	4	\$573.82	\$2,295.28
T Shirts	30	\$22.00	\$660.00
Food Cost	1	\$1,487.77	\$1,487.77
Catering Costs	5	\$100.00	\$500.00
Bumper to Bumper	1	\$126.11	\$126.11
Curling Rink Rental	5	\$150.00	\$750.00
		<b>Sub Total</b>	<b>\$16,238.20</b>
		<b>Surplus of =</b>	<b>\$411.80</b>

Carried.

**Smoky Lake Fire Department Work Experience Student Honorarium**

130-23: Halisky That Smoky Lake County Council agree to provided funds allocated from the Year-2023 Fire Services Operating Budget to cost-share an honorarium towards the two Smoky Lake Fire Department work experience students, as payment without liability or legal obligation for their combined volunteer service hours in the total amount of 142 hours, during the months February 2023 to June 2023, with the County's portion of funding based on \$8.50/hour (or 50% of the \$17.00/hour Summer Student Wage).

Carried.

**Addition to the Agenda:**

**Request for Funding - Stry Ukrainian Orthodox Church**

131-23: Halisky That Smoky Lake County Council **take no action** to the letter received from the Stry Ukrainian Orthodox Church, Treasurer: Marlaine Pidluzny, dated November 22, 2023, requesting financial assistance to maintain their 80-year old church.

Carried.

**Evergreen Regional Waste Management Services Commission (ERWMSC)**

132-23: Halisky That Smoky Lake County Council grant permission for Evergreen Regional Waste Management Services Commission (ERWMSC) to register and fill out the application form for the Alberta Recycling Management Authority (ARMA) Extended Producer Responsibility (EPR) program, on the County's behalf.

Carried.

**7. Request for Decision:**

**RMA Rural Economic Development Microgrant Program Contract Award**

133-23: Cere That Smoky Lake County Council approve action taken by administration in awarding the contract for the Smoky Lake Region Investment Attraction Strategy (Request for Proposals #PD-001-23), to Michelle Wright Consulting Services (Division of Pappy's Parcel Pitstop), in the amount of \$10,000.00, with a contract date effective October 22, 2023, to March 15, 2024, and subject to the terms and conditions of the Consulting Services Agreement General Terms and Conditions, dated October 22, 2023.

Carried.

**Offer to Purchase County Owned Lands**

134-23: Halisky That Smoky Lake County **reject the offer** to purchase, in the amount of \$4,500.00, received from Kurt and Lillian Stahl, for purchase of the lands legally described as Plan 2562BS; RLY; 59, as the County may require these lands in the future for recreational, tourism or infrastructure purposes.

Carried.

**Land Use Agreement - Existing Structures (NE 19-57-13-W4M & SE 30-57-13-W4M)**

135-23: Serben That Smoky Lake County Council rescind Motion #490-23, which was adopted on April 13, 2023, instructing administration to prepare an Agreement for Council's consideration, between Bob Novosiwsky and Smoky Lake County, in respect to the lands legally described as NE 19-57-13-W4M & SE 30-57-13-W4M, for the purposes of grandfathering all existing structures, because this type of Agreement runs contrary to the provisions of the Municipal Government Act.

Carried.

**Bylaw No. 1453-23: Supportive Living Facilities, Establishment of a Direct Control District for Supportive Living Facilities & Rezoning**

136-23: Halisky

That Smoky Lake County Bylaw No. 1453-23: Supportive Living Facilities, Establishment of a Direct Control District for Supportive Living Facilities & Rezoning, for the purpose of amending the Land Use Bylaw, be given FIRST READING; and to schedule a Public Hearing, to be held on December 14, 2023, at 9:15 a.m., and advertise said Public Hearing in accordance with the Municipal Government Act, in the Redwater Review and on the County’s website.

Carried.

30 Grade Six Students, and 2 Teachers, from H.A. Kostash School to observe as part of their Social Studies Curriculum, time 11:24 a.m.

**11:30 to 11:46 a.m.**

**Public Question and Answer Period:**

30 Grade Six Students, and 2 Teachers, from H.A. Kostash School to observe as part of their Social Studies Curriculum. The students asked several questions in respect to the roles of Council and municipal staff.

30 Grade Six Students, and 2 Teachers, from H.A. Kostash School, left Council Chambers, time 11:46 a.m.

**8. Interim Chief Administrative Officer’s Report:**

Chief Administrative Officer - Report Period: October 24, 2023 - November 16, 2023		
LEGISLATIVE / GOVERNANCE		
Projects	In Progress	Completed
<p><b>RCDC Appointments, October 26, 2023, Organizational Meeting Motion #41-23:</b> Appointed Councillors Jered Serben and Linda Fenerty as members and Councillor Dominique Cere as the alternate member, to the Regional Community Development Committee (RCDC) and acknowledged the Public-at-Large Member positions are vacant.</p> <p><b>However: Bylaw 1399-21, Subsection 5.1:</b> The Regional Community Development Committee (RCDC) shall be comprised of eight (8) members: five elected members appointed by a resolution of each respective Council and three public-at-large members appointed by a resolution by the respective municipality.</p> <p>The membership shall include: Two (2) members from Smoky Lake County (<u>serving throughout their term</u>);</p> <p><b>RECOMMENDATION:</b> That Smoky Lake County Council’s October 26, 2023, Motion #41-23 be rescinded, and Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members and Councillor Linda Fenerty be appointed as the alternate member, to the Regional Community Development Committee (RCDC) in accordance with Bylaw No. 1399-21 serving throughout their term; and acknowledge the Smoky Lake County Public-at-Large Member positions are vacant.</p>	Oct. 26, 2023	Nov. 23, 2023 Pending Council Direction
<p><b>Letter of Support: 2023 AgriRecovery Program for Livestock Producers:</b></p> <ul style="list-style-type: none"> <li>Letter was written on November 7, 2023 to Honourable RJ Sigurdson, Minister of Agriculture and Irrigation expressing concern regarding the exemption of the Smoky Lake County from the 2023 AgriRecovery program for livestock producers and hand delivered on Nov. 7<sup>th</sup> during the 2023 Fall RMA Convention.</li> </ul> <p style="text-align: right;"><b>ATTACHMENT: L-1</b></p> <p><b>RECOMMENDATION:</b> That County Council approve action taken by the Reeve to write a “Letter of Support” to the Honourable RJ Sigurdson, Minister of Agriculture and Irrigation dated November 7, 2023 in regards to Smoky Lake County being exempted from the 2023 AgriRecovery Program for Livestock Producers, and hand delivering it at the 2023 Fall RMA Convention.</p>	Nov 6, 2023	Nov. 23, 2023 Pending Council Direction
<p><b>Roadway License Agreement</b></p> <ul style="list-style-type: none"> <li>Received an application request from Jason Senetza c/o Golden View Fabricating 03 Ltd. to lease for grazing purposes roadway located between SE 28-59-16-W4 and SW 28-59-16-W4.</li> <li>County’s Policy Statement No. 03-44: allows County residents to lease road allowance subject to adjacent landowners’ permission is obtained. Term for lease in past Council motions is 20 years.</li> <li>Public Works reviewed the application and give their stamp of approval – it is compliance to the Policy (Agreement - Section 20) in respect to the fence construction.</li> </ul> <p style="text-align: right;"><b>ATTACHMENT: L-2</b></p> <p><b>RECOMMENDATION:</b> That Smoky Lake County Council enter into a Roadway License Agreement with Jason Senetza c/o Golden View Fabricating 03 Ltd. to lease roadway located between SE 28-59-16-W4 and SW 28-59-16-W4 for grazing purposes for a term of 20 years from November 23, 2023 to November 23, 2043.</p>	Nov. 9, 2023	Nov. 23, 2023 Pending Council Direction

<p><b>Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives:</b></p> <ul style="list-style-type: none"> <li>▪ Council on August 23, 2023 – Motion 824-23 and September 7, 2023 Motion 846-23 appointed its representative to the Ad-Hoc Working Group Committee in respect to the Intermunicipal Collaboration Committee (ICC) Meeting held on August 9, 2023 – Motion ICC11-23.</li> <li>▪ Smoky Lake County, as managing partner (lead) in the ICC – schedule a meeting (provide availability of dates) to being this process.</li> <li>▪ For Information is the ICC – Action List from August 9, 2023 Meeting addressing Motion ICC11-23: the representatives on this Ad-Hoc Working Group Committee.</li> </ul> <p style="text-align: right;"><b>ATTACHMENT: L-3</b></p> <p><b>RECOMMENDATION:</b> That Smoky Lake County Council provide dates to schedule the first Intermunicipal Collaboration Committee (ICC) Ad-Hoc Working Group Committee to begin works for Housing Opportunities and Initiatives for the Region.</p>	<p>Aug. 9, 2023</p>	<p>outstanding</p>
<p><b>Smoky Lake County “Committee Appointments”:</b></p> <ul style="list-style-type: none"> <li>▪ Council has indicated on a few occasions the opportunity to have discussion on its current Committee Appointments.</li> <li>▪ If Council would like to have a review of the current Committees: to have information provided of when they were established and why the importance to have representation - Administration can provide recommendation on the committees that possibly can be removed and outline other alternatives.</li> </ul> <p><b>RECOMMENDATION:</b> That Smoky Lake County Council review its current Committee Appointments at the next Policy Committee Meeting scheduled for December 4, 2023.</p>	<p>Nov. 23, 2023</p>	<p>Pending Council Direction</p>
<p><b>ADMINISTRATIVE</b></p>		
<p style="text-align: center;"><b>Projects</b></p>	<p style="text-align: center;"><b>In Progress</b></p>	<p style="text-align: center;"><b>Completed</b></p>
<p><b>Waskatenau Drainage – CN Owned Property adjacent to the Waskatenau Creek, near the Village of Waskatenau: <u>Update</u></b></p> <ul style="list-style-type: none"> <li>▪ The current executed License agreement “Release of Liability and Permit License” with Canadian National Railway Company (CN) on October 10, 2023 granting Smoky Lake County permission to enter upon said lands Section 9 and 16, 59- 19-W4. Term ends November 30, 2023 only allowed vegetation removal</li> </ul> <p><u>Therefore:</u></p> <ul style="list-style-type: none"> <li>▪ On October 27, 2023 - Planning Department c/o Kyle Schole assisted by reaching out to obtain permission to undertake some minor ditching. Permission by granted same day.</li> <li>▪ On November 8, 2023 – Public Works started the work and on November 9, 2023, work was completed.</li> </ul>	<p>Mar. 16, 2023</p>	<p>Nov. 9, 2023</p>
<p><b>Municipal Affairs: Seeking assistance in gathering feedback from the Public and stakeholders to inform potential legislative changes related to Councillor accountability in the Municipal Government Act and changes to the Local Authorities Election Act.</b></p> <ul style="list-style-type: none"> <li>▪ County assisted by promoting and posting on Facebook and website the “Public Surveys” Now Open from November 7, 2023 to December 6, 2023. The survey link to appear on social media on November 8, 24 and December 3, and added to the website main page as a notice.</li> </ul> <p style="text-align: right;"><b>ATTACHMENT: A-1</b></p>	<p>Nov. 7, 2023</p>	<p>Dec. 6, 2023</p>
<p><b>MCSNet: Reached out again for inquiring for MCSNet to outline:</b> What Public Works building is the GigAir equipment being installed. Received an email on November 16, 2023, from Rhonda LaFrance, Chief Marketing Officer of MCSNet, email stating: “We can amend the agreement to state “Rooftop Lease” and provide photos of what the structure will look like in the agreement and then send it back for review.”</p>	<p>Jun. 15, 2023</p>	<p>outstanding</p>
<p><b>FINANCIAL</b></p>		
<p style="text-align: center;"><b>Projects</b></p>	<p style="text-align: center;"><b>In Progress</b></p>	<p style="text-align: center;"><b>Completed</b></p>
<p><b>HUMAN RESOURCES</b></p>		
<p style="text-align: center;"><b>Projects</b></p> <ul style="list-style-type: none"> <li>▪ Did not have a <b>Staff Debrief</b> in respect to the October Council meeting due to tax collection period (busy) will combine October and November together.</li> </ul>	<p>N/A</p>	<p>N/A</p>
<ul style="list-style-type: none"> <li>▪ <b>Municipal Clerk</b> Maternity Leave Position, January 1, 2024 for (12-18 months) internal positing closed on November 3, 2023. One expression of interest received. Meaghan Andreychuk started temporary full-time on November 6, 2023 (2 days for Legislative Department and 3 days for Fire Protective Services). Cross-training has started.</li> </ul>	<p>Nov. 2, 2023</p>	<p>Nov. 6, 2023</p>
<p><b>Chief Administrative Officer (CAO) Recruitment: Position</b></p> <ul style="list-style-type: none"> <li>▪ Request to go into “Executive Session” to provide an update on the information in respect to the process of recruiting for the position of a CAO.</li> </ul> <p><b>Information will be distributed during Executive Session.</b></p>	<p>Nov 15, 2023</p>	<p>outstanding</p>
<p><b>COMMUNITY</b></p>		
<p style="text-align: center;"><b>Projects</b></p>	<p style="text-align: center;"><b>In Progress</b></p>	<p style="text-align: center;"><b>Completed</b></p>
<p><b>Letter:</b> Received an email from Heidi Kuger-Kane, Manager, Vilna Lodge – the Lodge is having its annual Christmas Party on November 25, 2023. The County provided promotional items to accommodate their door prizes and 50/50 draw as per policy.</p> <p style="text-align: right;"><b>ATTACHMENT: C-1</b></p>	<p>Nov. 7, 2023</p>	<p>Nov. 8, 2023</p>

<p><b>CONFIDENTIAL:</b> Distributed only to Council in respect to FOIP.</p> <ul style="list-style-type: none"> <li>▪ Peace Officer and myself had a meeting with a resident from Garner Lake – Sunrise Beach, as per Correspondence signed from Property Owners – in regards to a Noise Complaint situation.</li> <li>▪ A Police File has been opened in respect to this issue.</li> </ul> <p style="text-align: right;"><b>ATTACHMENT: C-2</b></p> <p><b>RECOMMENDATION:</b> That Smoky Lake County's Community Peace Officer (CPO) open a case file and write a "Letter of Awareness" to be hand delivered to the Property Owner of concern located in Garner Lake - Sunrise Beach, to educate and provide awareness of Bylaw No. 1342-19 and the noise disturbance regulation outlined in section 4.1 and 4.2, in response to the complaint correspondence received on November 8, 2023 representing 22 residents from Garner Lake – Sunrise Beach subdivision.</p>	<p>Nov. 8, 2023</p>	<p>Nov. 23, 2023 Pending Council Direction</p>
<p>Met with resident from Garner Lake – Sunrise Beach, as per Correspondence signed from 22 Property Owners residing within Garner Lake – Sunrise Beach – in regards to the Smoky Lake County <b>Bylaw No. 1342-19: Noise Bylaw.</b></p> <ul style="list-style-type: none"> <li>▪ Request for Council to review its Noise Bylaw No. 1342-19.</li> <li>▪ Residents like to Bylaw – would like consideration given in respect to the hours.</li> <li>▪ Bylaw was adopted in 2019 – it is time for a review.</li> </ul> <p><b>Recommendation:</b> That Smoky Lake County's Bylaw No. 1342-19 "Noise" be reviewed at a future Policy Committee Meeting.</p>	<p>Nov. 8, 2023</p>	<p>outstanding</p>
<p><b>TRAINING / MEETINGS</b></p>		
<p><b>ACTION LIST</b></p>		
<p>September 7, 2023 and September 23, 2023 Council Meetings</p> <p style="text-align: right;"><b>ATTACHMENT: AL-1</b></p>		
<p>Signature: Interim Chief Administrative Officer</p>	<p>County Council Meeting: November 23, 2023</p>	

**Regional Community Development Committee (RCDC) - Appointments**

137-23: Gawalko

That Smoky Lake County Council's October 26, 2023, Motion #41-23 be rescinded, and Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members and Councillor Linda Fenerty be appointed as the alternate member, to the Regional Community Development Committee (RCDC) in accordance with Bylaw No. 1399-21 serving throughout their term; and acknowledge the Smoky Lake County Public-at-Large Member positions are vacant.

Carried.

**2023 AgriRecovery Program for Livestock Producers**

138-23: Halisky

That Smoky Lake County Council approve action taken by the Reeve and Agricultural Service Board (ASB) Chairperson, to write a "Letter of Support" to the Honourable RJ Sigurdson, Minister of Agriculture and Irrigation dated November 7, 2023, in regard to Smoky Lake County being exempted from the 2023 AgriRecovery Program for Livestock Producers, and hand delivering it at the 2023 Fall RMA Convention.

Carried.

**2023 AgriRecovery Program for Livestock Producers**

139-23: Halisky

That Smoky Lake County send a letter to Heather Sweet, MLA - Edmonton-Manning Constituency and Deputy House Leader, Critic for Agriculture, Forestry and Rural Economic Development, in regard to Smoky Lake County being exempted from the 2023 AgriRecovery Program for Livestock Producers, with a copy to Glenn van Dijken, MLA – Athabasca-Barrhead-Westlock Constituency.

Carried.

**Roadway License Agreement**

140-23: Halisky

That Smoky Lake County enter into a Roadway License Agreement with Jason Senetza c/o Golden View Fabricating 03 Ltd. to lease road allowance located between SE 28-59-16-W4 and SW 28-59-16-W4 for grazing purposes for a term of 20 years from November 23, 2023, to November 23, 2043.

Carried.



**Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives**

141-23: Halisky That Smoky Lake County Council provide the following date: Tuesday, January 16, 2024, at 9:00 a.m., to schedule the first Intermunicipal Collaboration Committee (ICC) Ad-Hoc Working Group Committee to begin works for Housing Opportunities and Initiatives for the Region.

Carried.

**Smoky Lake County “Committee Appointments”**

142-23: Serben That Smoky Lake County Council undertake a review of the Municipal Committees list at the next Policy Committee Meeting scheduled for December 4, 2023.

Carried.

**Backsloping Program Application Approval**

143-23: Halisky That Smoky Lake County Council approve the Backsloping Program Application received from Waye Chichak, dated November 20, 2023, for a quarter mile of road allowance along the eastern border of the lands legally described as **NE-01-61-19-W4**; and, after satisfactory completion of project, and in accordance with Policy Statement No. 03-21-06: Backsloping Program, provide the applicant with the lessor amount of funds: up to a maximum in the amount of \$1,250.00 per quarter mile, or half of the total project cost.

Carried.

**CIRA Cybersecurity Awareness Course**

144-23: Halisky That Smoky Lake County Council and Staff on email be mandated to complete the “Cybersecurity Awareness Course” through CIRA, by December 22, 2023, which was first introduced via email from IT: Will Doonanco, on September 20, 2023; as the said training is a requirement to qualify for a cyber insurance rate reduction.

Carried.

**MCSnet – GigAir Network Booster Agreement**

145-23: Gawalko That Smoky Lake County Council **RESCIND** the June 29, 2023, **Motion #725-23**: “That Smoky Lake County approve to execute an agreement with MCSnet, subject to amendments to ensure there is no costs or liabilities incurred by the County, for the purpose of hosting a GigAir Network Booster device outside the County’s Public Works Shop building, located at 5004 50 Street, Smoky Lake, as requested by MCSnet to increase MCSnet’s highspeed internet network coverage for Town residents and businesses surrounding location.” due to the email received from Rhonda Lafrance, Chief Marketing Officer, MCSnet, dated November 17, 2023, stating they no longer require the use of the County Shop.

Carried.

**Garner Lake, Sunrise Beach Subdivision – Noise Complaint**

146-23: Serben That Smoky Lake County Council acknowledge receipt of the letter signed by twenty-two residents of Garner Lake, Sunrise Beach Subdivision, received on November 8, 2023, outlining a noise complaint from within the subdivision relating to “excessively loud music” between August 28, 2023 and September 4, 2023; and forward the said information to the County’s Community Peace Officer to address.

Carried.

**Bylaw No. 1342-19: Noise Bylaw**

147-23: Halisky That Smoky Lake County’s Bylaw No. 1342-19: “Noise Bylaw” be reviewed at a future Policy Committee Meeting.

Carried.

**Interim Chief Administrative Officer Report**

148-23: Cere That Smoky Lake County Council accept the Interim Chief Administrative Officer Report, for the period of September 29, 2023, to October 23, 2023, for information.

Carried.

**Meeting Recessed** Meeting recessed for Lunch, time 12:22 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by the Reeve at 1:00 p.m. in the physical presence of all Council Members, Interim Chief Administrative Officer, Executive Services Clerk, Finance Manager, Public Works Manager and the virtual presence of the Planning & Development Manager, Planning Technician, GIS Operator, Communications Officer, Natural Gas Manager, Fire Services Clerk, Fire Chief, Community Peace Officer, and 3 Members of the Public.

**9. Council Committee Reports:**

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

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

- November 16 attended Evergreen Regional Waste Management Commission meeting, we had our organizational meeting first, Maxine Fodness is chair and Nathan Taylor vice chair, a presentation was given by ARMA Alberta Recycling Management Authority, a not for profit acting on behalf of the province to oversee end of life recycling processing they talked about the EPR program extended producer responsibility and transferring the cost of recycling to producers and reduce the burden on municipalities more info available on the Alberta Recycling website. after reviewing the bids for engineering the board went with Omni McCann for a three year contract with the option to renew for an additional two years, the new ramp to the MSW cells had its first tractor trailer load delivered on November 15 and worked well, Ashley gave the treasurers report and the proposed 2024 budget, a handout was given about closure and post closure costs. Paul gave the site report he is putting up the wind panels, equipment is working fine and discussed what to charge and the cost of mattress shredding, Next meeting is December 21 @ 10:00 am in St. Paul.
- -November 16 attended the COP's Citizens On Patrol meeting, Sgt. Anita Doktor and Cst. Patillo were present Anita talked about the new Corporal that will be starting shortly, discussed crime issues and vehicle thefts in the area they will be having a Townhall in Smoky Lake in the 3rd week of January 2024, I gave a brief county report, the group talked about the ACOPA AGM they attended next year it will be in Red Deer, Raffle tickets are going good just a few books left to sell they also discussed purchasing more
- promotional material to hand out at upcoming events, Leanna gave the financials and an update on the criminal record checks, on November 26 they will be hosting a Christmas dinner in conjunction with members from the Bellis board of trade and the next meeting will be on February 15 2024 @ 7:00 pm in Vilna.
- November 20 attended the LARA meeting in Ashmont talked about replacing the truck options on leasing or buying were discussed, in 2024 LARA will be providing 2 free feed tests for producers per provided PID number, we will be purchasing another feed sample probe, no chair or Farmrite reports this time, Momna gave a cropping program report and Alyssa presented the finances and the proposed 2024 budget, she also gave the executive director report she attended the LICA Oct 19 board meeting, the living labs organizing workshop for 2024 workshops by St. Paul chamber of commerce, working on policies and Canada summer jobs applications, she will be purchasing some new computers for the office staff also discussed some ideas for next year's events and presented a letter from RDAR about the funding for fiscal year 2023- 24 for 330,000 dollars for each research association reviewed all the appointments from each municipality organizational meetings, upcoming events November 28 strategic weed webinar, November 30 young farmers social, December 1 Elaine Froese finding fairness in farm transitions, March 6 2024 LARA AGM @ Goodridge hall and a farmer appreciation event in Glendon in early 2024 next meeting is on December 18 @ noon in Ashmont.

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

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

October 24, 2023 – Reimagining Rural Economic Development Conference - Camrose

- The purpose of Reimagining Rural Economic Development Conference was to "highlight ways that an old idea can breathe new life into rural communities across the province." It featured a collection of speakers including rural entrepreneurs, co-operative developers, and academics from across North America to showcase how innovative uses of the co-operative model can drive sustainable rural economic development. One of the sessions was a successful rural co-operative who spoke of the opportunities and challenges co-ops can present and lessons learned along the way. At this Conference, attendees were able to network and connect with developers who were available to help guide local groups and develop your idea. The Smoky

Lake Pumpkin Patch Daycare is a local organization who use the Co-operative model. For further information, please see <https://cooperativesfirst.com/what-is-a-co-op/>

November 2, 2023 – Pumpkin Patch Daycare – County Chambers

- Emergency Meeting (closed) – This was my first meeting with this Organization. Closed session re: personnel. I have received Bylaws & Policies. Next meeting is November 28

November 14, 2023 – Smoky Lake Regional Heritage Board – AGM & Regular Meeting -

- Executive remain same as last year. Discussion re: grant funding. No grants currently available. Final inspection on Ruthenia School interior work was done by Gary Chin. Smoky Lake Train Station – exterior painting is done, interior painting & windows – work in progress. Noreen to check on status of Village of Vilna (see if they are participating in the Board or not). New board member (hopefully) is Cameron Goruk who will be responsible for Public Youth & Engagement.

November 15, 2023 – Community Futures – via Zoom

- New business – interviews will be held November 22 for new admin/programmer position. Judy & Penny are doing file clean-up. Eight loans have been paid out (4 by year end). Jody will give verbal report on loan apps every month, with a paper copy every 2 months. New financial program (Xero) is proving to be very beneficial. Issues re: COVID repayments is same across Canada. Evaluations from the CF Symposium which we hosted have been coming in. General consensus was that it was the best symposium every had. Change in Board – Paul Miranda (Vilna). Penny also found some documents which means that I am now a County member vs being member-at-large. Carol Trider will now be member-at-large. Evelynne has asked for a breakdown by munis & gender for loans in our region. Jody will prepare for next meeting. Next meeting January 17, 2024.

November 20 – Muni-Corr AGM & Regular Meeting – St. Paul County Chambers

- AGM – no changes. Signing authorities – Dwayne is the only one who can make any financial changes. Two signatures required. Accounting firm – deferred to next meeting. Regular meeting – we went through the draft Bylaw 1484 – all changes discussed and will be incorporated for Municipalities to sign (confirmation at Dec 11 meeting). RRTS – all gates along the trail are locked open for the winter season. Discussion on QR codes at staging areas so people can self-report on their use of the trail. It will be a good idea to get an idea of numbers using the trail. Lisa Roper Outdoors Channel has offered a \$10,000.00 advertising package on the Sportsman Channel (5 – 30 second spots for the next 26 weeks) which is fantastic free advertising. Ongoing meetings will Travel Alberta on staging area design plans. Discussion on Kortech project which will probably happen next spring. (Dana Swaggart, Dale Hedrick, Dave Franchuk (by phone) and I met with Kortech at RMA to discuss). Next meeting December 11.

October 18, 2023 – RCMP Community Engagement – Vilna Seniors' Centre – 6:00 p.m.

- This evening event was very well-attended by residents and interested individuals who were able to ask questions and learn from Sgt. Anita Doktor, Smoky Lake RCMP.

Other Meetings

- October 26, 2023 – County Council Organizational Mtg – Council Chambers
- October 31, 2023 – County Budget Meeting – Council Chambers
- November 3, 2023 – Remembrance Day Ceremony – Vilna School
- November 6 – 9, 2023 – Rural Municipalities Conference - Edmonton
- November 11, 2023 – Remembrance Day Ceremony – Smoky Lake Complex
- November 14, 2023 – Muni-Corr Mtg – orientation – County Chambers
- November 15, 2023 – Smoky Lake Region ICC – County Chambers
- November 15, 2023 – CAO Recruitment Committee – County Chambers
- November 20, 2023 – County Budget Workshop – County Chambers
- November 21, 2023 – County Budget Meeting – County Chambers
- November 22, 2023 – Joint Waskatenau & County Council Meeting – County Chambers

Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd., virtually joined the meeting, time 1:04 p.m.

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

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

October 20: Northeast Regional ASB Conference

- Attended the morning session of the ASB Conference. Doug Macaulay gave a brief update and introduced all staff members. Momma Farzand followed up with a stakeholder update and Maureen Vadnaiss-Sloan provided the AFSC Program update. Mr. Christensen provided the participants with a lively and very interesting presentation on how their Garden Market concept came to fruition.

October 24: Waskatenau Annexation

- This meeting took place in Waskatenau and was mainly an information meeting that covered the process/procedures involved with annexation; what it is and what it is not.

October 26: Organizational Meeting followed by Regular County Council Meeting

October 27: Special Foundation Meeting

October 31: Budget Meeting

November 2: Daycare Meeting (alternate)

November 6-9: RMA

- Attended Rural Municipalities Conference in Edmonton. Some of the highlights were: meeting with the RCMP K Division, meeting with Nicole Williams, Chief of Staff and Emma Hopper, Senior Policy Advisor to the Minister of Health – mentioned was the all too often shut down of our Emergency services at the hospital as well as the fact that our new doctor is still not working (and how can we speed up the procedure) and the meeting with the Minister of Agriculture and Irrigation where some of the topics discussed included the drought in areas of Alberta as well as the difficulties rural areas are having with keeping halls and other non-profit organizations operating.

November 14: NE Muni-Corr Ltd.

- This meeting was at the request of Muni-Corr and was simply to provide an opportunity for Muni-Corr to meet the Council as well as to provide us with information as to what they do, what they provide and to answer any questions we may have of them.

November 15: Smoky Lake Region ICC Meeting

- Still working on TSI and equalized assessment possibilities; next meeting to be some time in mid-December.

November 15: Committee of the Whole CAO Recruitment Meeting

November 17: Organizational Meeting Foundation

November 20: Budget Workshop

November 21: Budget Workshop continuation and followed with Budget Meeting

November 21: Joint Waskatenau and County Meeting

November 21: Daycare Special Meeting: Lauren Melnyk, Mel Morton and Dominique Céré

- This meeting was to review and bring back to the group recommendations for improving a few of the present documents/procedures..

## Division Four Councillor's Report on various Committees, Boards & Commissions

Lorne Halisky – Division Four Councillor's report from various Committees, Boards and Commissions:

October 23, 2023 – Doctor Retention and Recruitment Committee Meeting (Lorne and Dan in-person)

- Physicians and Health Care Professionals Committee Bylaw adoption discussion was held with waiting for motions from all member Municipalities.
- Rural High School Health Care event rescheduled to March 01, 2024 due to lack of availability of available Alberta Health Services Personnel Support because of preparation and implementation of Connect Care Go Live in Smoky Lake Health Centre.
- Veterinarian discussion and presentation took place for committee consideration on initiatives/incentives etc.
- Rural Health Professionals Action Plan (RhPAP) Grant application was submitted and was successful receiving \$1000 which will be used for Health Care Professionals recognition i.e. gift baskets.
- Discussion was held to recognize the regions resident doctors for covering the Emergency Room for the Heritage and Pumpkin Fair weekends. A Thank You Card will be included with the Health Care Professional recognition gift basket.
- Rural Palliative Care Request for support was discussed and will be forwarded to AHS and Ladies Auxiliary for consideration.
- Received information from Anita Fagnan, Rural Community Consultant – Northeast Zone, Rural Community Development & Engagement about the Rural Health Professions Action Plan (RhPAP).
- Next Dr. Ret. & Rec. Committee Meeting will be at the Call of the Chair.

October 24, 2023 – Smoky Lake County and Village of Waskatenau Joint Council Committee Meeting in Waskatenau (Lorne, Jered, Dan, and Dominique in-person)

- Preliminary Annexation Area Report dated May 25, 2023 prepared and presented by Municipal Planning Services discussing conditions, taxation, area structural plan/study and options for consideration.
- Further information and meetings etc. will be considered regarding a proposal for future cost/revenue sharing and/or annexation.

November 01, 2023 – NSWA North Saskatchewan Water Alliance – Wetland Session (virtually)

- Discussion was held on wetland initiatives including educating the public, wetland importance and saving wetlands.
- Wetland Wildlife Presentation covered the importance of the ecosystem and wildlife habitation etc.

November 01, 2023 – 2024 Edmonton Boat & Sportsman Show Preparation Meeting (virtually)

- Discussed Lakeland Region Booth layout, materials, postings, displays, and region representatives manning the booth etc.

November 02, 2023 – Elevate Wellness Team Meeting (in-person)

- Discussed finalizing the Trail Sign(s) content, make, material and installation etc. A decision was made to hold off with the installation in 2024.
- Funding will be supplied to the Library of Things for more lending items, Community Bike Racks Walking Trail Signs and Devonian Park initiatives.

November 03, 2023 – HAK School Remembrance Day Ceremony (in-person)

- Attended the Remembrance Day Ceremony and laying a wreath on behalf of the County.

November 13, 2023 – NAAGO Northeast Alberta Alliance for Growth & Opportunity in Chipman (in-person)

- Discussion was held on finalizing the NAAGO Terms of Reference, meeting host remuneration of a maximum of \$500, at minimum holding quarterly in-person meetings and NAAGO funding.
- Highway 28 Lobby update - a meeting invite was sent out to all the Northeast Region MLA's and the Minister of Transportation and Economic Corridors requesting committed capital funding etc. for highway(s) upgrade.
- Health Care Lobby update - a direction of next steps will be determined after a November 14, 2023 Lakeland Region Health/AHS Meeting discussing the new AHS system changes.
- Discussed other lobbying initiatives such as Local Government Fiscal Framework LGFF, Non-Emergency Transportation and Broadband. Determined that the NAAGO stick to two lobbying initiatives Highway 28 and Health Care. Contact will be made with the both the Presidents of RMA and AM on increasing, timely, predictable LGFF funding.
- Next Meeting is February 7, 2024 in Myrnam, Alberta.

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

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

- October 13<sup>th</sup> - Smoky Lake Foundation - Jered and Dominique
  - Manager's reports accepted for information
  - Approval to pay legal fees as presented
  - Interim CAO secured funds to re shingle two roofs
  - Approved policy AD 465, Video Surveillance System Policy
  - Cere and Thompson approved to attend ASCHA North Zone Meeting October 5th, 2023
  - Interim CAO prepping for compliance audit
  - Delegation; Raymond Cormie, CEO for Homeland Housing. Re: CAO recruitment
  - Organizational meeting November 17th at 9 am followed by a regular Foundation meeting
- October 27<sup>th</sup> - Special Meeting, Re: CAO Recruitment
  - Accepted the presentation by Raymond Cormie, CEO, for Homeland Housing
  - Chair and Vice Chair approved to consult with legal re: Operational Agreement. Bring back to board (targeting November 17th, 2023)
- October 23<sup>rd</sup> - Smoky Lake Agricultural Society
  - Financials presented
  - Fundraising ideas
  - Ideas for promoting/marketing the hall and ice – surface
  - Finalized project (fresh air system) for the grant application
- October 25<sup>th</sup> - Pumpkin Patch Daycare (AGM)
  - Elections: Jered Serben, Chair. Carlene Orichowski, Vice – Chair. Treasurer, Stephanie Popel. Secretary, Emilee Feniak.
  - One Board member formally resigned her position prior to this meeting
  - One new Board member, Christina Ikert
- October 25<sup>th</sup> - Pumpkin Patch Daycare Regular Meeting
  - Financials presented (\$47,000 loss)
  - Lengthy discussion regarding the profit and loss statement. The treasurer explained that the Daycare is on track to be cashflow positive by February 1st, 2024. Continuing to recover from expanding by 100 +%
  - Lengthy discussion regarding payroll increasing exponentially, scheduling staff, over- time pay, ratios (several age groups of children compared to number of staff required)
  - Every regular meeting approximately 3 policies are updated and approved
  - Communication flow – chart was discussed
  - Daycare is incorporated and files corporate taxes
- Other meetings and Community events
  - Pumpkin Fair, Oct. 7th
  - Regional Emergency Management (observed), Oct. 17th
  - Waskatenau Creek Project (in Wask.), Oct. 24th
  - Waskatenau Annexation information (in Wask.), Oct. 24<sup>th</sup>
- October 26, 2023 – County Council Organizational Meeting (All Council)
  - Jered Serben acclaimed as Reeve.
  - Linda Fenerty elected as Deputy Reeve.
  - To view all appointments, please visit: <https://www.smokylakecounty.ab.ca/p/committees>
- October 31, 2023 – County Council Budget Meeting (All Council)
  - Approved a maximum of two (2) Councillors attend the Federation of Canadian Municipalities (FCM) Conference in June 2024, in Calgary.
  - Acknowledged no changes required for the Council Renumeration and Expenses Policy.
  - Approved the Five-Year Bridge Priority Program list.
  - Approved the unbudgeted expense funded from the aggregate levy, to commence engineering for emergent repairs to two haul road bridges: on Township Road 604 west of Range Road 191, and on Township Road 584 west of Range Road 170.
  - Approved to budget \$7,000 to buy a lidar gun for the County Peace Officer enforcing speed limits.
- November 6, 2023 – Mayors / Reeves Liaison Committee Side Meeting during RMA Convention (Jered & Linda)
  - This networking committee provides a forum to raise and discuss municipal concerns that might not otherwise be dealt with through RMA at the district or provincial level and provides an opportunity for members to determine if other municipalities share their interests and concerns.
  - Items discussed were:
    - Lobby for a Rural Municipal Affairs Minister – Delilah Miller (Reeve, Foothills County)
    - Peace River Correctional Centre release of inmates into the Town of Peace River (and other close urbans) affecting communities, safety, and well-being – Corinna Williams (Reeve, Northern Sunrise County)
    - Victim Services zonal model and its impacts, particularly on the Indigenous people – Corinna Williams (Reeve, Northern Sunrise County)
    - Lack of regional recreation grants in the North – Corinna Williams (Reeve, Northern Sunrise County)
- November 7-9, 2023 – Rural Municipalities of Alberta (RMA) Fall Convention in Edmonton (All Council except Dan)
  - Sessions included but were not limited to:
    - RMA Quasi-Judicial Agency Member Committee Panel
    - Alberta Police Based Victim Services Association
    - RMA Annual General Meeting

- Ministerial Forums
  - RMA Resolution Session
  - Carbon Tax Report
  - Premier of Alberta address
- November 7, 2023 – Exclusive Meeting with RCMP K-Division at the RMA Convention (Jered & Dominique)
- Enhancing Service Delivery:
    - Ensuring service delivery models and strategies effectively meet the policing needs of our communities (KMOS Operations & after-hours response times)
  - Crime Reduction:
    - Understanding the drivers of crime and focusing on priority offenders to increase community safety.
  - Enhancing Engagement and Communication with Communities and Stakeholders:
    - Engaging with our communities to collectively develop policing priorities that are community-led and enhancing communication about matters related to local policing services.
- November 7, 2023 – Exclusive Meeting with Minister of Seniors, Community & Social Services at the Legislature Building (Jered & Kyle Schole)
- Advocated for Senior & Affordable Housing Collaboration.
  - Brought awareness to Vilna Lodge's need for renovations.
- November 8, 2023 – Exclusive Meeting with Chief of Staff & Sr. Policy Advisor from the Office of the Minister of Health.
- Advocated for Rural Healthcare and Medical Service.
- November 9, 2023 – Exclusive Meeting with Minister of Agriculture & Irrigation at the Legislature Building (Jered & Dominique)
- Advocated for post-COVID funding support for Community Facilities and Agricultural Societies.
  - Advocated for AFSC funding to include drought coverage.
  - Encouraged collaboration with Minister of Service Alberta & Red Tape Reduction to review the lottery funding distribution system.
- November 9, 2023 – Exclusive meeting with Minister of Transportation & Economic Corridors at the legislature grounds (Linda & Chris Minailo)
- Advocated for:
    - Increased STIP Funding for bridges,
    - Bridge #BF08200 replacement,
    - less restrictions in respect to using Culverts for replacing Bridges, working with AEP & Federal Department of Fisheries & Oceans,
    - Capital funding primarily for Hwy 28 and 857 including resurfacing and vegetation management,
    - Accesses along highways for economic development.
  - Followed up with the status of the Ministerial Order being prepared for the speed limit reduction along the Town of Smoky Lake to 80 km/hr.
- November 9, 2023 – Exclusive meeting with Deputy Premier & Minister of Public Safety and Emergency Services at the RMA Convention (Jered & Lorne)
- Advocated for Regional Emergency Services and Volunteer Firefighters:
    - Increased tax incentives for volunteers and employers
    - Funding support for regional fire services and paid firefighters
    - Increased EMS services
    - Crime reduction
  - Brought awareness to Firefighter burnout due to attending ALL calls including medical.
- November 14, 2023 – N. E. Muni-Corr Ltd. information session, held in Council Chambers (All Council)
- This session was held at the recommendation from the N.E. Muni-Corr Ltd.'s board as an opportunity for open discussion in respect to their, Sustainability Program, Roles and Responsibilities, Maintenance, Communication, and Bylaws; and to review the partnership between the Municipalities and N.E. Muni-Corr Ltd. and seek common ground to foster working together.
- November 15, 2023 – Smoky Lake Region Intermunicipal Collaboration Committee Meeting, held in Council Chambers (All Council)
- This meeting was for progress towards completing the final phase of the Regional Fire Services project, to determine the Budget, Funding Formula, On-Call Pay, Levels of Service, and Terms of Reference.
- November 15, 2023 – County Council Chief Administrative Officer Recruitment Meeting, held in Council Chambers (All Council)
- Discussion was held in Executive Session as a Personnel Issue, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, to Review and Discuss CAO Recruitment: Short Listing – Candidate Summary, Recruitment Agency, Video Job Interviews and Privacy, Probationary Appointments Directive.

### Reeve's Report and Councillors Reports

149-23: Fenerty

That Smoky Lake County's Reeve Report received for the period of October 26, 2023 to November 15, 2023, be posted to the County's website and the Councillors reports on various committees, boards and commissions, be accepted as presented.

Carried.

**Addition to the Agenda (Delegation & Executive Session):**

**Legal Issue: Contracts and Agreements Relating to Bridges**

150-23: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue in respect to Contracts and Agreements relating to: Bridges, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Act Section 27: Privileged Information, with the Delegation: Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd., in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, Public Works Manager, and Executive Services Clerk, time 1:11 p.m..

Carried.

Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd., virtually left the meeting, time 1:40 p.m.

151-23: Fenerty That Smoky Lake County Council go out of Executive Session, time 1:40 p.m.

Carried.

**Update on Bridges from Associated Engineering Alberta Ltd.**

152-23: Halisky That Smoky Lake County Council accept update from the November 23, 2023, delegation: Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd., received under Executive Session as a Legal Issue in respect to Contracts and Agreements relating to: Bridges, under the authority of the FOIP Act Section 27: Privileged Information.

Carried.

**Smoky Lake County Bridge Program**

153-23: Halisky That Smoky Lake County Council review the Smoky Lake County Bridge Program at the December 5, 2023, County Council Budget Meeting, in light of the information received on November 23, 2023, under Executive Session as Legal Issue in respect to Contracts and Agreements relating to: Bridges, under the authority of the FOIP Act Section 27: Privileged Information, with the Delegation: Jen Plamondon, P.Eng. Project Manager, Associated Engineering Alberta Ltd..

Carried.

**10. Correspondence:**

**Vilna School – Vilna Remembrance Day Ceremony**

154-23: Cere That Smoky Lake County Council approve action taken by Councillor Fenerty in attending Vilna School's Remembrance Day Ceremony held on November 3, 2023, in Vilna, Alberta.

Carried.

**Vilna Solar Open House – November 23, 2023**

155-23: Fenerty That Smoky Lake County Council who can attend – attend the Open House scheduled for Thursday, November 23, 2023, starting at 5:30 p.m. at the Vilna & District Ag Society's Cultural Centre, in respect to the Vilna Solar Project being developed by Obton Solar Canada Inc., as per the email invitation received from Richard A. Haas, Managing Partner of O'Hara Partners, dated November 2, 2023.

Carried.

**RMA Report – RMA Member Committee on Quasi-Judicial Agencies – November 2023**

156-23: Halisky That Smoky Lake County acknowledge receipt of the report prepared by the Rural Municipalities of Alberta titled: RMA Member Committee on Quasi-Judicial Agencies, dated November 2023, in respect to the Government of Alberta's three quasi-judicial agencies: Alberta Energy Regulator [AER], Alberta Utilities Commission [AUC], and Natural Resources Conservation Board [NRCB], used to carry out regulatory functions on the province's behalf such as approve industrial projects commonly located in rural municipalities, and the lack of recognition the agencies have for municipal land use plans and input when approving projects in rural municipalities.

Carried.

**Emerging Trends Law Seminar – February 15, 2023**

157-23: Fenerty That Smoky Lake County Council and relevant Staff who can attend – attend Brownlee LLP's Emerging Trends in Municipal Law, scheduled for February 15, 2023, virtually from Council Chambers.

Carried.

**LICA – Air Quality Information**

158-23: Halisky That Smoky Lake County **defer** the email received from Kristina Morris, Executive Director, LICA - Environmental Stewards, dated November 8, 2023, in respect to an opportunity to have a small tabletop Air Quality Health Index (AQHI) lantern installed at the County's Main Office, to the next Council Meeting.

Carried.

**Wayfinding Signage – Feedback from Residents**

159-23: Cere That Smoky Lake County acknowledge receipt of the correspondence received throughout the month of October and November 2023, from 10 residents, providing feedback in respect to the Lake Subdivision Wayfinding Signs, which were installed during the summer and fall of 2023, under approval through the August 26, 2021, Council Motion #1106-21; and, for Administration's response to the said correspondence, Council hereby reconfirms the purpose of the signage is as stated in Motion #1106-21: "for the purpose of emergency services and promoting public awareness of the subdivision's layout and municipal reserve locations".

Carried.

**JMD Group LLP – County Engagement**

160-23: Cere That Smoky Lake County acknowledge receipt of the letter from JMD Group LLP, Chartered Professional Accountants, dated November 13, 2023, in respect to the objective and scope of the audit of the financial statements for Smoky Lake County for the year ending December 31, 2023; and agree with execution by the Interim Chief Administrative Officer, to the terms and conditions therein.

Carried.

**JMD Group LLP – Audit Planning**

161-23: Halisky That Smoky Lake County acknowledge receipt of the letter from JMD Group LLP, Chartered Professional Accountants, dated November 13, 2023, in respect to Audit Planning for the audit of the financial statements for Smoky Lake County for the year ending December 31, 2023.

Carried.



**11. Information Releases:**

**Information Releases October 12, 2023 to November 15, 2023**

162-23: Gawalko

That Smoky Lake County’s Information Releases for the period of October 12, 2023 to November 15, 2023, as follows, be filed for information:

Information Release	
Date Released	Number/Information Released
October 12, 2023	R189-23: RMA District 5 Meeting Minutes: August 25, 2023
October 12, 2023	R190-23: RMA District 5 Meeting Org Minutes and Regular Minutes: January 27, 2023
October 12, 2023	R191-23: RMA Contact Newsletter October 6 2023
October 12, 2023	R192-23: FCM News Release October 10 2023
October 12, 2023	R193-23: Vina Solar Project Overview
October 13, 2023	R194-23: Amarjeet Sohi, Mayor, City of Edmonton, dated October 13, 2023 – Re: Designation of the North Saskatchewan River (Alberta) as a Heritage River under the Canadian Heritage Rivers System
October 19, 2023	R195-23: Aspen View Board Highlights October 5, 2023
October 19, 2023	R196-23: Smoky Lake Chamber of Commerce Agenda October 16, 2023
October 19, 2023	R197-23: Smoky Lake Chamber of Commerce Community Christmas Party Invite
October 19, 2023	R198-23: 2023 Ministers Senior Service Awards
October 19, 2023	R199-23: FCM News Release October 16, 2023
October 19, 2023	R200-23: RMA Contact Newsletter October 13, 2023
October 19, 2023	R201-23: Alberta Ombudsman Own Motion Investigation October 2023
October 20, 2023	R202-23: UCC ACP Newsletter October 19, 2023
October 20, 2023	R203-23: Evergreen Meeting Documents
October 26, 2023	R204-23: NSWA Workshop Summary Report 2023
October 26, 2023	R205-23: Alberta Water Council 2022
October 26, 2023	R206-23: FCM News Release October 23, 2023
October 26, 2023	R207-23: LICA – Community Information Session
October 26, 2023	R208-23: RMA Contact Newsletter October 20, 2023
October 26, 2023	R209-23: NSWA Newsletter October 2023
October 30, 2023	R210-23: Contact Newsletter October 27, 2023
November 1, 2023	R211-23: Aspen View Board Highlights October 26, 2023
November 3, 2023	R212-23: UCC ACP Newsletter November 2, 2023
November 7, 2023	R213-23: RMA Contact Newsletter November 3 2023
November 7, 2023	R214-23: FCM Newsletter November 6, 2023
November 8, 2023	R215-23: Age Friendly E- News
November 14, 2023	R216-23: FCM Newsletter November 13, 2023
November 14, 2023	R217-23: Waskatenau Pryveet Dance Club Minutes October 25, 2023
November 14, 2023	R218-23: Age Friendly E-News November 14, 2023
November 15, 2023	R219-23: FCM Newsletter November 15, 2023
November 15, 2023	R220-23: Training Report – Communications
November 15, 2023	R221-23: Smoky Lake Courthouse Letter November 7, 2023

Carried.

**12. Financial Reports:**

**Financial Statements**

As annexed to the minutes:

↳ Financial Statement for the months of: **September 2023.**

**Budget to Actual Report**

163-23: Halisky

That Smoky Lake County’s financial reports, including the Budget to Actual report as at November 14, 2023, be filed for information.

Carried.

**Cheque Register**

164-23: Fenerty

That Smoky Lake County’s Cheque Register as of November 23, 2023, as follows, be filed for information:

**County Council Meeting: November 23, 2023**

Batch #	Cheque Numbers	Total of Batch
PMCHQ181	53699 to 53729	\$171,733.92
PMCHQ182	53730	\$22,983.24
PMCHQ184	53731 to 53755	\$227,934.82
PMCHQ186	53756 to 53775	\$56,602.73
<b>Total Cheques from 53699 to 53775</b>		<b>\$479,254.71</b>

Batch #	EFT Numbers	Total of Batch
231025	1069 to 1085	\$243,509.00
231031	1086 to 1099	\$28,789.46
231109	1100 to 1110	\$29,469.69
<b>Total EFTs from 1069 to 1110</b>		<b>\$301,768.15</b>

**Direct Debit Register**

Batch #	Description	Total of Batch
PMPAY055	MY HAS	\$278.70
PMPAY057	MY HAS	\$25.86
PMPAY058	MY HAS	\$212.16
PMPAY058	MY HAS	\$29.84
PMTRX563	ENTERPRISE FLEET	\$181,289.64
<b>Total Direct Debits</b>		<b>\$181,836.20</b>

<b>Grand Total Bills and Accounts</b>	<b>\$962,859.06</b>
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*(Note: From General Account)*

Carried.

**13. Next Meeting(s):**

**North East Muni-Corr Ltd. Meeting held on November 14, 2023**

165-23: Halisky That Smoky Lake County Council approve action taken in Council attending North East Muni-Corr Ltd.'s information session, held on November 14, 2023, in County Council Chambers, as requested by the N.E. Muni-Corr Ltd.'s board.

Carried.

**Joint Village of Waskatenau and Smoky Lake County Meeting**

166-23: Gawalko That Smoky Lake County Council approve action taken in Council attending a Joint meeting with Village of Waskatenau, held on November 21, 2023, in County Council Chambers, in respect the new Holy Family Catholic School scheduled to be built in Waskatenau.

Carried.

**Hon. Mickey Amery Minister of Justice and Attorney General of Alberta Meeting**

167-23: Halisky That Smoky Lake County Council approve to attend a virtual meeting on November 24, 2023, at 2:00 p.m., (in lieu of not being able to accommodate a meeting during the RMA Fall Convention) with the Hon. Mickey Amery Minister of Justice and Attorney General of Alberta to hold discussion including but not limited to rural crime reduction.

Carried.

**Scheduled County Council Meetings**

168-23: Halisky That Smoky Lake County re-confirm previously scheduled upcoming Smoky Lake County Council Meetings are as follows:

**Tuesday, December 5, 2023, at 9:00 a.m. (Budget), and Thursday, December 14, 2023, at 9:00 a.m., (Regular),**  
And the next Smoky Lake County Council meetings be scheduled for:  
**Thursday, January 11, 2024, at 9:00 a.m., (Regular), and Thursday, January 25, 2024, at 9:00 a.m., (Regular),**  
to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**14. Executive Session:**

**Personnel Issues:**

**Interim Chief Administrative Officer**

**Waste Management Personnel and Contracts and Agreements**

169-23: Halisky That Smoky Lake County Council go into Executive Session to discuss the following Personnel Issues, in the presence of all Council, Interim Chief Administrative Officer and Executive Services Clerk,

1. at 2:00 p.m. in respect to the Interim Chief Administrative Officer position, under the authority of the FOIP Act, Section 24: Advice from Officials, and Section 19: Confidential Evaluation; and
2. at 2:29 p.m. in respect to Waste Management Personnel and Contracts and Agreements relating to: Environmental Services, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.

Carried.

170-23: Halisky That Smoky Lake County Council go out of Executive Session, time 2:40 p.m.

Carried.

**Waste Management Personnel & Contracts/Agreements for Environmental Services**

171-23: Halisky That Smoky Lake County Council acknowledge the information received in Executive Session on November 23, 2023, in respect to Waste Management Personnel and Contracts and Agreements relating to: Environmental Services, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.

Carried.

**Chief Administrative Officer (CAO) Recruitment – Re-Advertise**

172-23: Gawalko That Smoky Lake County Council approve to re-advertise to fill the Chief Administrative Officer (CAO) position with changes as discussed in executive session, with a submission deadline of January 12, 2024.

Carried.

**15. ADJOURNMENT:**

173-23: Gawalko That the Smoky Lake County Council Meeting of November 23, 2023, be adjourned, time 2:43 p.m..

Carried.

\_\_\_\_\_  
REEVE

S E A L

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

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget Meeting** held on Tuesday, **December 5, 2023**, commencing at 9:04 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology.

The meeting was called to Order by the Deputy Reeve, Ms. Linda Fenerty in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Tuesday, Dec. 5, 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	Virtually Present with connectivity issues
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers

\*\*\*\*\*

Members of Administrative Staff in attendance:

Jordan Ruegg – Planning & Dev. Manager	Virtually Present
Kyle Schole – Planning Technician	Virtually Present
Evonne Zukiwski – Communications Officer	Virtually Present
Carole Dowhaniuk – GIS Operator	Virtually Present
Dave Franchuk – Enviro & Parks Manager	Virtually Present
Daniel Moric – Natural Gas Manager	Present in Chambers
Trevor Tychkowsky – Loss Prevention Coor.	Virtually Present
Tate Murphy – Community Peace Officer	Virtually Present
Mark Fedoretz – P. W. Shop Foreman	Present in Chambers
Chris Minailo – Public Works Manager	Present in Chambers
Scott Franchuk – Fire Chief	Virtually Present

No Members of the Media were in attendance.

One Members of the Public were in virtual attendance.

**Agenda:**

174-23: Cere

That the Smoky Lake County Council Budget Meeting Agenda for Tuesday, December 5, 2023, be adopted, as presented.

Carried Unanimously.

Meaghan Andreychuk, Fire Protective Service Clerk, virtually joined the meeting, time 9:11 a.m.

**Request for Decision:**

**2024 Natural Gas System Operating Budget**

175-23: Cere

That Smoky Lake County Council **defer** the 2024 Natural Gas System Operating Budget: total revenue in the amount of \$3,025,220 and expenditures in the amount of \$3,220,220 (including amortization), and the Capital Budget; total revenue in the amount of \$267,000 and expenditures, in the amount of \$267,000 to the December 14, 2023, Council meeting.

Carried.

**Vehicle Replacement Program**

176-23: Halisky That Smoky Lake County pursue a hybrid Vehicle Replacement Program, for Year-2024, of purchasing vehicles (which are to be kept within the fleet until there is no significant value is left) while phasing out any vehicles acquired under existing/upcoming leases through Enterprise Fleet Management Inc..

Carried.

**Five-Year Road Plan: Year 2024-2028**

177-23: Halisky That Smoky Lake County's draft Five-Year Road Plan for Year 2024-2028, be updated as discussed on December 5, 2023, and the said updates be incorporated into Policy Statement No. 03-18: Five-Year Road Plan, to be brought forward to a future Council meeting for amendment.

Carried.

Mark Fedoretz, Public Works Shop Foreman, left Council Chambers, time 10:05 a.m.

Smoky Lake County Council reviewed the information provided in the agenda package under the following headings, in preparation for the County's Virtual 2024 Budget Open House scheduled for December 12, 2023 at 7:00 p.m.:

- Bridge Program,
- Draft Year-2024 Capital Plan Budget, and
- 2024 Total Municipal Budget.

**Executive Session:**

**Personnel Issue: Interim Chief Administrative Officer (CAO) Compensation**

178-23: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, under the authority of the FOIP Act, Section 24: Advice from Officials, and Section 19: Confidential Evaluation, in respect to Compensation for Interim Chief Administrative Officer's services, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, and Executive Services Clerk, time 10:24 a.m.

Carried.

The Interim Chief Administrative Officer and Executive Services Clerk, left Council Chambers, time 10:28 a.m.

179-23: Halisky That Smoky Lake County go out of Executive Session, time 10:38 a.m.

Carried.

**Interim Chief Administrative Officer (CAO) Compensation**

180-23: Serben That Smoky Lake County Council approve "acting pay" compensation to Lydia Cielin, Assistant Chief Administrative Officer (CAO), in the amount of \$18,900.00, for duties performed as the Interim CAO, during the 7 (seven) Months from June to December, 2023.

Carried.

**Adjournment:**

181-23: Cere That the Smoky Lake County Council Budget Meeting of December 5, 2023, be adjourned, time 10:41 a.m.

Carried.

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REEVE

S E A L

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CHIEF ADMINISTRATIVE OFFICER



November 10, 2023

Sgt. Anita Doktor  
Detachment Commander  
Smoky Lake, Alberta

Dear Jered Serben,

Please find the quarterly Community Policing Report attached that covers the July 1<sup>st</sup> to September 30<sup>th</sup>, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Smoky Lake.

This quarter I want to update you on the status of Body Worn Camera (BWC) field test pilot project, which commenced earlier this year in Grand Prairie, Parkland, and St. Paul Detachments respectively. The rollout of BWC is part of the RCMP's on-going efforts to be transparent and accountable to the communities we serve. The use of BWC can play a role in enhancing public trust, improving interactions between the public and police, resolving public complaints more quickly, and improving evidence gathering. I wish to advise that the 10-week BWC & Digital Evidence Management Service (DEMS) Field Test has ended. Over the course of the Field Test, the Project Team reviewed the tools and services provided by the Contractor as well feedback provided by users of the Field Test Service against the contractual requirements. The RCMP has determined that the Contractor has not successfully met the Field Test requirements as outlined in the Contract. As such, we are in the process of transitioning to a new Contractor, and more details will be shared once they are confirmed.

Your ongoing engagement and the feedback you provide guides our Detachment team and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt. Anita Doktor  
Detachment Commander  
Smoky Lake



## Smoky Lake Provincial Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	1	0	1	0	N/A	-100%	0.0
Sexual Assaults		2	3	1	2	4	100%	100%	0.3
Other Sexual Offences		1	0	8	1	0	-100%	-100%	-0.1
Assault		27	15	17	23	27	0%	17%	0.8
Kidnapping/Hostage/Abduction		2	0	2	1	0	-100%	-100%	-0.3
Extortion		0	0	3	0	0	N/A	N/A	0.0
Criminal Harassment		4	3	5	4	3	-25%	-25%	-0.1
Uttering Threats		7	11	8	13	9	29%	-31%	0.6
<b>TOTAL PERSONS</b>		<b>43</b>	<b>33</b>	<b>44</b>	<b>45</b>	<b>43</b>	<b>0%</b>	<b>-4%</b>	<b>1.2</b>
Break & Enter		28	15	21	10	49	75%	390%	3.7
Theft of Motor Vehicle		22	6	9	7	24	9%	243%	0.5
Theft Over \$5,000		1	0	2	4	3	200%	-25%	0.8
Theft Under \$5,000		36	14	11	11	21	-42%	91%	-3.3
Possn Stn Goods		12	16	8	8	14	17%	75%	-0.4
Fraud		13	12	5	9	10	-23%	11%	-0.9
Arson		2	1	2	1	0	-100%	-100%	-0.4
Mischief - Damage To Property		18	12	13	16	29	61%	81%	2.6
Mischief - Other		16	4	9	17	23	44%	35%	2.7
<b>TOTAL PROPERTY</b>		<b>148</b>	<b>80</b>	<b>80</b>	<b>83</b>	<b>173</b>	<b>17%</b>	<b>108%</b>	<b>5.3</b>
Offensive Weapons		5	6	0	5	0	-100%	-100%	-1.1
Disturbing the peace		7	8	7	5	14	100%	180%	1.1
Fail to Comply & Breaches		33	21	17	10	10	-70%	0%	-5.7
<b>OTHER CRIMINAL CODE</b>		<b>12</b>	<b>7</b>	<b>8</b>	<b>10</b>	<b>6</b>	<b>-50%</b>	<b>-40%</b>	<b>-0.9</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>57</b>	<b>42</b>	<b>32</b>	<b>30</b>	<b>30</b>	<b>-47%</b>	<b>0%</b>	<b>-6.6</b>
<b>TOTAL CRIMINAL CODE</b>		<b>248</b>	<b>155</b>	<b>156</b>	<b>158</b>	<b>246</b>	<b>-1%</b>	<b>56%</b>	<b>-0.1</b>



## Smoky Lake Provincial Detachment Crime Statistics (Actual) Q2: July to September 2019 - 2023

All categories contain "Attempted" and/or "Completed"

October 10, 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		2	3	2	0	0	-100%	N/A	-0.7
Drug Enforcement - Trafficking		4	3	0	0	0	-100%	N/A	-1.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>6</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>-100%</b>	<b>N/A</b>	<b>-1.8</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	1	1	0	-100%	-100%	-0.1
<b>TOTAL FEDERAL</b>		<b>7</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-1.9</b>
Liquor Act		5	0	0	2	1	-80%	-50%	-0.6
Cannabis Act		2	0	1	0	0	-100%	N/A	-0.4
Mental Health Act		11	18	11	8	15	36%	88%	-0.2
Other Provincial Stats		29	50	20	35	28	-3%	-20%	-1.7
<b>Total Provincial Stats</b>		<b>47</b>	<b>68</b>	<b>32</b>	<b>45</b>	<b>44</b>	<b>-6%</b>	<b>-2%</b>	<b>-2.9</b>
Municipal By-laws Traffic		0	0	1	0	0	N/A	N/A	0.0
Municipal By-laws		8	8	6	3	3	-63%	0%	-1.5
<b>Total Municipal</b>		<b>8</b>	<b>8</b>	<b>7</b>	<b>3</b>	<b>3</b>	<b>-63%</b>	<b>0%</b>	<b>-1.5</b>
Fatals		1	1	1	0	1	0%	N/A	-0.1
Injury MVC		2	5	3	6	4	100%	-33%	0.5
Property Damage MVC (Reportable)		35	25	36	36	33	-6%	-8%	0.7
Property Damage MVC (Non Reportable)		4	5	4	4	4	0%	0%	-0.1
<b>TOTAL MVC</b>		<b>42</b>	<b>36</b>	<b>44</b>	<b>46</b>	<b>42</b>	<b>0%</b>	<b>-9%</b>	<b>1.0</b>
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
<b>Total Provincial Traffic</b>		<b>669</b>	<b>776</b>	<b>550</b>	<b>186</b>	<b>301</b>	<b>-55%</b>	<b>62%</b>	<b>-132.6</b>
<b>Other Traffic</b>		<b>1</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-0.4</b>
<b>Criminal Code Traffic</b>		<b>25</b>	<b>32</b>	<b>19</b>	<b>7</b>	<b>9</b>	<b>-64%</b>	<b>29%</b>	<b>-5.7</b>
<b>Common Police Activities</b>									
False Alarms		21	12	16	7	14	-33%	100%	-1.9
False/Abandoned 911 Call and 911 Act		34	27	38	20	21	-38%	5%	-3.3
Suspicious Person/Vehicle/Property		60	61	30	35	42	-30%	20%	-6.2
Persons Reported Missing		1	1	10	4	2	100%	-50%	0.5
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		7	13	17	15	17	143%	13%	2.2
Form 10 (MHA) (Reported)		0	7	0	0	1	N/A	N/A	-0.5







[www.GoEastofEdmonton.com](http://www.GoEastofEdmonton.com)

 @GoEastofEdmonton  
 @GoEastofEdmonton  
 @GoEastofYEG

Email: [info@goeastofedmonton.com](mailto:info@goeastofedmonton.com)

Ph. 780-632-6191  
1-888-632-8755

Dear Smoky Lake County, Council and Administration,

Go East of Edmonton Regional Tourism is pleased to attend on December 14 to do a presentation to Council.

It was suggested by the Reeve Jered Serben to present to council the Renewal for 2024 Marketing that would have previously been discussed by the Smoky lake Region group (RCDC). Your community has been a member with us from the beginning and specific examples of how we have promoted Smoky Lake region will be presented. Of Special Interest we will highlight the incredible results we achieved promoting the Smoky Lake Pumpkin fair this fall.

Go East of Edmonton Regional Tourism is the most successful tourism organization that has ever existed in the region. 2023 was another exceptional year where we hit many milestones of success, and we are planning to continue our Tourism Growth for 2024.

***Here is a quick summary of our Success in 2023, and we will expand upon important details in our presentation.***

**GRANTS** again reached **over \$100,000** to promote and grow tourism.

**TRAVEL GUIDE** was another great success with increased **Demand** and readership **up by 30%** in the Edmonton area, with more testimonials coming in from people using the Travel Guide

**WEBSITE** traffic this year saw a huge increase of 100,000 more people. The website alone has over 300,000 users reaching over 600,000 pageviews. By far Go East of Edmonton is the **#1 highest traffic website** for tourism that supports Communities and businesses in the region.

**SOCIAL MEDIA** followers grew to **over 53,000** followers and reached **over 500,000 people** in the summer months!

**SUMMER CAMPAIGN DIGITAL ADS** again reached **over 7 million impressions** to promote the region.

**ROADTRIP VIDEOS** have now reached **over 1 Million views** since they launched. Plus Smoky Lake videos were created to drive new traffic to the County region.

**ROADTRIP ADVENTURE GAME** was another success with over 600 entries and an **economic impact for the region of over \$150,000**.

***NRED TOURISM DEVELOPMENT PROJECT continues through 2024***, to support local businesses and training with regional tourism development support.

Thank you and we look forward to meeting and presenting to you,

Kevin D. Kisilevich  
Marketing and Development Manager  
**GO EAST of Edmonton Regional Tourism**  
[Kevin.goeast@gmail.com](mailto:Kevin.goeast@gmail.com)



We have the Numbers to get you the BEST results!

## Current Annual Reach and Benefits - based on the results in 2023.

### Leads to Partners

- **1000+** referrals from phone calls, emails and messaging
- **35,000+** click thrus from the Website to partners pages
- **200,000+** Facebook, Instagram, Twitter, E-News, engagements on content. (Clicks, comments, and shares creates leads to partners).
- **200,000+** Google, Youtube (Clicks and interactions on ad content, creates leads to partners).



### Travel Guide in Print & Online



It's the **#1 most popular** travel guide in the region and at Visitor Centres!



### Regional Tourism Website



The **#1 highest traffic and most comprehensive** tourism website in the region.

**Growth - over 100,000 Pageviews increase in 2023!**

### Year Round Ad Campaigns

- **Google, Facebook & Instagram Ads** - Reached over **6.5 Million** ad impressions annually!
- **Roadtrip Adventure Game Ads & Reels** reached over **100,000** views
  - **Roadtrip Video Ads** reached over **100,000** views
  - **Billboard Ads** seen **200,000** times all over the Edmonton area
  - **Radio Ads** on **10 Stations** (Edmonton & East area)

### Total Users

of Go East Website, Travel Guide, and Social Media

**500,000+** people annually!!!

#### Print Guide

- **60,000** copies printed
- 150 pages in 2023
- 200,000+ readership
- 1 Million+ pageviews

#### Online Guide

- **200,000+** pageviews annually

#### Website

- **600,000+** pageviews
- 300,000+ users, 400,000+ sessions
- 2000+ webpages of Content

### Social Media & E-News



- **53,000+** combined followers
- Reaching **1.5 Million+** people annually



**2024 Tourism Programs**  
**Renewal Form: Smoky Lake**  
**County/Region** *Based on your participation in 2023.*

**1) Regional Tourism (DMO)**

**Membership Program** - year-round marketing benefits!

- We offer the #1 most effective Tourism Benefits for the community, its businesses and non-profit organizations!
- Ongoing marketing and promotion benefits through the #1 Website and #1 Social Media for Tourism
- A One-of-a-Kind Website Community profile with attractions, businesses and event listings and promotions
- Ongoing Tourism Marketing, Communications, and Tourism Development with one-on-on support available!

**Membership Fee for County: \$400** *(same rate as last year)*

**2) Travel Guide Advertising -**

- **Display ad** runs in both print magazine, and online guide <https://goeastofedmonton.com/travel-guide/>
- With the purchase of your display ad you receive a **Feature editorial**, photo(s), and includes all listings on many pages of events, campgrounds, attractions, etc.
- **Low Cost**...Member rate for your ad
- With these Benefits, your advertising value is more than Double your investment.

**Travel Guide Investment:** 2 page Ad was coordinated between the Region and local groups and clubs in 2023. (A 2 page Ad is valued at \$ \$4200 + gst)

**If the same as last year:**

**2024 Region cost is = \$2650+gst and local clubs paid the remainder.**

*If you wish to change the size of your ad please contact us.*

**Further Marketing Options available:**

**3) Roadtrip Adventure Game - June to August**

**4) Digital Marketing Campaigns - June to December**

**Total Investment for 2024 County Region Advertising Budget: \$3050 +gst**

*Your Value and ROI for 2023 - The value of these programs are 2X that of your investment due to our low cost and support from Travel Alberta. It is an exceptional value and great potential for returns into your community!*

*By participating in these marketing projects, we guarantee to bring visitors to your community!*

*Note: You will not be invoiced till the new year for these programs, unless you request it to be sent in the current year.*

We would be pleased to meet with you, or Zoom, if you have questions or would like a more detailed update.

**Our Deadline is December 15, 2023.** Please sign and email form back to authorize these programs for 2024.

Signature:

Date:

**Questions?** Contact Kevin D. Kisilevich [kevin.goeast@gmail.com](mailto:kevin.goeast@gmail.com)  
**Phone:** 780-632-6191 or 1-888-632-8755

# See you in smoky lake REGION

smokylakeregion.ca

f @smokylakeregion

Join us for  
fantastic  
**2023**  
**EVENTS**



Smoky Lake Pumpkin Fair – Giant Pumpkin Drop



## Smoky Lake Farmers' Market

Every Saturday 10 - Noon

April 1 - Dec 16

at the Agricultural Complex



Farmers' Market

Special Markets:  
Easter Market - April 8  
Kid's Day - July 1  
Heritage Days - Aug 7  
Pumpkin Fair - Oct 7  
Christmas Markets -  
December 2, 9, 16

780-656-2463

f @smokylakefarmersmarket



## Smoky Lake Stampede

August 5 & 6

**2 action packed  
days of LRA Rodeo!**

Parade,  
Pancake Breakfasts  
Kids Events, Steak Supper  
Dance with live band  
Kory Wlos on August 5th

780-690-2483

f @smokylakestampede



## Pre-Fireworks Beer Gardens & BBQ

August 6

**All ages welcome!**

6 pm - 1 am  
Smoky Lake Pavilion  
Entertainment

Hosted by the  
Kinette Club of  
Smoky Lake

f @kinetteclubofsmokylake



## Randy Russ Memorial Barrel Race

August 6 & 7

**Family event for all ages  
and skill-levels.**

Sunday High-Stakes Slot Race  
Monday - Barrel Racing  
action for all categories  
of competition.  
Bellis

780-645-0079

f @randyrussmemorialbarrelrace



## Vilna Boomtown Fair Days

August 18-20

**Fun for the whole family!**

Parade, Bench Show, Prizes  
Country Fair Games  
for every age!  
Farmers' Market - Check website  
for upcoming dates!  
Christmas Craft Fair - November 18

vilnaagsociety.com

f @vilnaagsociety



## Smoky Lake Pumpkin Fair

October 5-9

**Giant Pumpkin Weigh-Off!**

Huge Farmers' Market  
Corn Maze, Kid's Activities  
Show 'n Shine, Ethnic Showcase  
Midway, Beer Gardens  
Giant Pumpkin Drop  
and so much more!

780-656-3674

f @smokylakepumpkinfair



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** # 7.1

**Topic:** Hamlet of Bellis Sewage Connection Request

**Presented By:** Environment and Parks Manager

---

**Recommendation:**

**Option #1.**

That Smoky Lake County Council deny the request as current Bellis residents have been paying frontage since the system was operational in 1983 and this parcel of land was not included in the frontage levy.

**Or Option #2**

That Smoky Lake County Council waive the Sewage connection fee of \$2,500.00, as outlined in Bylaw No. 1265-14: Water & Sewer for the land legally described as SE-34-59-15 W4, at the municipal address 15218 TWP RD 595A, and commence levying an additional service charge for operation and maintenance sewage maintenance frontage on the said property, in reference to Bylaw No. 666, and Bylaw No. 1412-22.

---

**Background:**

When the sewer services were installed in the Hamlet of Bellis no CC was provided to this property to gain sewage line access. This parcel of land was not included in the sewage maintenance frontage program. As per bylaw 1265-14 any new residential sewage service will pay \$2,500. 00 connection to services. The Property owner is responsible for all contractor cost to directional drill and install CC on property as well as hook up.

**Benefits:**

Unknown.

**Disadvantages:**

N/A

**Alternatives:**

This property's only alternative is to hook up to the County sewage system as this land parcel is not big enough to accommodate a field system or pump out.

**Financial Implications:**

N/A

**Legislation:**

Bylaw No. 1265-14: Water and Sewer

Bylaw No. 666: Hamlet of Bellis Sewer System

Bylaw No. 1412-22: Bellis Sewer Levy

**Intergovernmental:**

N/A

**Strategic Alignment:**

N/A

**Enclosure(s):**

Attached is a request from The property owner. And a map of the property in question.

**Signature of the CAO:** \_\_\_\_\_

## Dave Franchuk

---

**From:** Aaron <aaron.gutknecht@hotmail.com>  
**Sent:** November 15, 2023 11:58 AM  
**To:** Dave Franchuk  
**Subject:** Sewer install

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

Good day, my name is Aaron Gutknecht. I am a resident of Bellis Alberta, I am reaching off for some assistance due to the unfortunate circumstances I will explain.

On October 6, 2022 my family and my self lost our entire residence as well as all our belongings in a house fire. During the past year we have worked on rebuilding our residence and have encountered many hurtles.

It has come to my attention that due to my residence's locations adjacent to the hamlet of Bellis i would be subject to a 2500\$ fee to be able to connect to town sewer. I am already connected to town electricity as well as the town natural gas utility. I am hoping that with all the costs I have incurred during the last year the county will be able to help waive the previous mentioned fee.

Thanks so much for all considerations.

Aaron Gutknecht

Sent from my iPhone







# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # 7.2

Topic: Vilna Solar Project – Potential Cost-Sharing Models & Community Development

Presented By: Chief Administrative Officer

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## Recommendation(s):

**That Smoky Lake County Council direct administration to pro-actively approach the proponent of the Vilna Solar Project to explore options including but not limited to, cost-sharing models and/or cooperative vehicles for community development, with respect to the proposed solar energy development located on the lands legally described as NW 24-59-14-W4M & NE 24-59-14-W4M.**

## Background:

Obton Solar Canada proposes to develop a 42 megawatt solar energy project west of the Village of Vilna, pending approval from the Alberta Utilities Commission. While this proposal will create temporary construction jobs and generate taxable assessment for the County, the benefits to the County of the project beyond these are limited. Additionally, the lack of clarity surrounding reclamation, financial security and degradation of agricultural lands poses a potential financial risk to the County should the proponent undergo financial hardship. Additionally, the proponent stands to benefit from the proposed development without providing greater benefit to the community as a whole.

**Benefits:** Engaging with the proponent.

**Disadvantages:** Staff time required to approach and meet with the proponent.

**Alternatives:** Do not approach the proponent to discuss cost-sharing models and/or cooperative vehicles for community development.

**Financial Implications:** Additional capital costs of \$5,031.86.

**Legislation:** N/A

**Intergovernmental:** N/A

**Strategic Alignment:** N/A

## Enclosure(s):

*(List any supporting documents attached)*

**Signature of the CAO:** \_\_\_\_\_



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** #7.3

**Topic:** Heritage River Designation Initiative Updates (Project Close-out)

**Presented By:** Kyle Schole (Project Lead) Planning Tech., Planning & Development Services

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**Recommendation(s):** That Smoky Lake County accept the Heritage River Project Updates report, including:

1. City of Edmonton Urban Planning Committee Report UPE01575 and accompanying presentation slides dated Aug. 29, 2023, subsequent City Council Report dated Sept. 12, 2023, and subsequent Letter of Support from the Mayor on behalf of Council, dated Oct. 13, 2023 (ATTACHMENT 1) and
2. Presentation package for the Canadian Heritage Rivers Board Annual General Meeting, virtually and in-person in New Brunswick, on Sept. 20, 2023. (ATTACHMENT 2) and
3. Final Revision of the Heritage River Designation Document and accompanying appendices (*which Council previously accepted in principle on June 29, 2023; Motion 683-23 subject to further engagement and revisions*):
  - Appendix A – Maps Package
  - Appendix B – Letters of Support
  - Appendix C – pipikwan pêhtâkwan Indigenous Engagement Report
  - Appendix D – O2 Public Engagement Report
  - Appendix E – Expedition Management Tourism Report
  - Appendix F – Know History Heritage Research
  - Appendix G – Legislative/Jurisdictional Scan (ATTACHMENT 3) and
4. Alberta Minister's reply to Brazeau County, dated Dec. 4, 2023 (ATTACHMENT 4) and
5. Alberta Minister endorses Designation, dated Dec. 5, 2023 (ATTACHMENT 5)
6. Next Steps per Canadian Heritage Rivers Board Chairperson, Dec. 5, 2023 (ATTACHMENT 6) as information,

and that Administration continue to proceed in coordination with the North Saskatchewan Watershed Alliance (NSWA), Confederacy of Treaty 6 First Nations, Otipemisiwak Métis Government, and others in making any necessary arrangements for a plaque unveiling in Summer 2024.

## Background:

1. City of Edmonton: (ATTACHMENT 1)
  - The County Administration joined as part of the City Administration Delegation to deliver Report UPE01575 to the **Aug. 29, 2023**, Urban Planning Committee.

- The report/committee's recommendation was subsequently CARRIED without further debate at the full City Council Meeting of **Sept. 12, 2023**: *'That the Mayor, on behalf of City Council and in partnership with Smoky Lake County, write a letter to both the Minister of Alberta Environment and Protected Areas, and the Minister of Environment and Climate Change Canada, supporting the designation of the North Saskatchewan River (Alberta) as a Heritage River under the Canadian Heritage Rivers System.'*
- Said Mayoral letter of support was received by Smoky Lake County on **October 13, 2023**.

2. Canadian Heritage Rivers Board (CHRB) AGM: (ATTACHMENT 2)

- Since Smoky Lake County Council accepted the Draft Heritage River Designation Document Concept Plan in June (Motion 683-23) Administration has been working with Alberta Environment and other partners to refine and finalize the same.
- County Administration, along with O2 Planning + Design Inc. gave a presentation to the CHRB at its Annual General Meeting held virtually and in-person in New Brunswick on **Sept. 20, 2023**.

3. Final Revised Designation Document: (ATTACHMENT 3)

- Parks Canada initially withheld agreement to approve the Designation Document at the CHRB AGM, instead requesting several hundred minor edits which administration and O2 undertook throughout late-September and into mid-October.
- The document was finally re-referred via email to the CHRB on Oct. 18<sup>th</sup>, and then was moved seconded (and therefore carried) on Oct. 23<sup>rd</sup>, 2023.
- The CHRB Board Chair sent a letter of endorsement to the Alberta Minister of Environment and Protected Areas on Oct. 30<sup>th</sup>, 2023.

Note: *The Province of Alberta (i.e., Department of Environment and Protected Areas) served as Chair of the CHRB in Oct 2022 – Sept 2023.*

4. Briefing Alberta Minister of Environment and Protected Areas:

- Further to Motion 685-23, and on the sidelines of the Alberta Rural Municipalities Association (RMA) Conference in Edmonton on Nov 6 – 9, a delegation consisting of Deputy Reeve Fenerty, Councillor Halisky, Planning and Development Services, and Scott Millar of North Saskatchewan Watershed Alliance (NSWA) provided a short presentation to the Minister.

5. Brazeau County Opposition: (ATTACHMENT 4)

- Brazeau County sent a Letter of Opposition to Provincial/Federal Ministers dated July 25, 2023, based on largely misinformation and intentional misunderstandings.
- Smoky Lake County Council previously accepted the Brazeau County Letter of Opposition itself for information per Motion 832-23 and Administration has subsequently obtained more details.
- On December 4<sup>th</sup>, 2023, Alberta Minister responded to Brazeau County, affirming that their concerns are unfounded.

6. Alberta Designation Endorsement and Next Steps: (ATTACHMENTS 5 and 6)

- On December 5<sup>th</sup>, 2023, Alberta Minister wrote to the Canadian Heritage Rivers System Board, endorsing designation.
- Also on December 5<sup>th</sup>, 2023, Canadian Heritage Rivers System Board chairperson laid out the next steps.
  - Administration will assist Officials from Parks Canada to finalize a briefing note for federal Minister's consideration. Target: January 2024.
- Administration will also work with Public Works to prepare the site, finalize the text, and plan for a plaque unveiling event at River Lot 10, per Motion 512-23. Target: Spring/Summer 2024.

**HISTORY:**

The Canadian Heritage Rivers System was established in 1984, and Alberta joined the CHRS in 1994. There is currently 40 designated Heritage Rivers from coast-to-coast-to-coast.

The North Saskatchewan Watershed Alliance (NSWA) began the early work toward achieving heritage river status in the early 2000s, which culminated in a Background Study being completed in 2005. However, the project then languished for several years.

In October 2019, Smoky Lake County began to lobby and attempt to kick-start the project (Motion 111-19) in-part, due to alignment with the Victoria District Economic Development Strategy, and to inspire development of ecological, cultural, and heritage tourism opportunities.

In October 2020, then-Minister of Alberta Environment and Parks (AEP) Jason Nixon endorsed the project.

In April 2021, a motion carried at Edmonton City Council provided a **\*conditional\*** Letter of Support, with questions on governance and finance, which was obtained in August of that year.

In November 2021, the **Nomination Document** was filed with the Heritage Rivers Board, supported by more than 70 community partners across Alberta, which recommended endorsement to the respective Ministers.

In March 2022, Smoky Lake County struck a municipal steering committee (Motion 505-22) and entered a Memorandum of Understanding (Motion 506-22) with the North Saskatchewan Watershed Alliance (NSWA) to collaborate on a **Heritage River Concept Plan**, to complete the designation. Also, that month, the Village of Vilna secured an Alberta Community Partnership (ACP) Grant to support this work.

In early April 2022, Smoky Lake County learned that then-Minister of Alberta Environment and Parks (AEP) Jason Nixon had signed the Nomination Document and had sent it onto the federal minister for consideration.

In May 2022, the County selected O2 Planning & Design Inc. (Motion 718-22) to complete an 'Heritage River Concept Plan' and the Project Charter was approved by Council (Motion 945-22) on August 25, 2022.

On August 3, 2022, the **NSR (Alberta) Nomination** was successfully announced by both Environment and Climate Change Canada (ECCC) Minister Guilbeault and then-Minister of Alberta Environment and Parks (AEP) Whitney Issik.

In Fall 2022, O2 led and coordinated an extensive engagement effort, which yielded a series of What We Heard and Research Reports, which fed directly into the authoring of the Heritage River Concept Plan, on which work began in-earnest in Spring 2023.

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

**Disadvantages:** Staff time. **Alternatives:** Council Discretion.

**Financial Implications:** None – the project has been funded through various grants.

**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.

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

**Enclosure(s):**

**Attachment #1** – City of Edmonton Urban Planning Committee Report UPE01575 and Presentation Slides, dated Aug. 29, 2023, Council Report dated Sept. 12, 2023, and subsequent Letter of Support from the Mayor on behalf of Council, dated Oct. 13, 2023.

**Attachment #2** – Project presentation package for the Canadian Heritage Rivers Board (CHRB) Annual General Meeting, virtually and in-person in New Brunswick, on September 20, 2023.

**Attachment #3** – Final Revised Heritage River Designation Document and accompanying appendices:

- Appendix A - Maps Package
- Appendix B - Letters of Support
- Appendix C - Indigenous Engagement Report
- Appendix D - Public Engagement Report
- Appendix E - Tourism Report
- Appendix F - Heritage Research Study
- Appendix G - Legislative/Jurisdictional Scan

**Attachment #4** – Alberta Minister’s reply to Brazeau County, dated Dec. 4, 2023.

**Attachment #5** – Alberta Minister endorses Designation, dated Dec. 5, 2023.

**Attachment #6** – Next Steps per Canadian Heritage Rivers Board Chairperson, Dec. 5, 2023.

Reviewed by the Interim CAO:  on Date: December 5, 2023



The Honourable
Amarjeet Sohi
Mayor of Edmonton
2nd Floor, City Hall
101 Winston Churchill Square
Edmonton, Alberta T5J 2S7
904-995-8100
amarjeet.sohi@edmonton.ca

October 13, 2023

Reference No. 484652496-001

Honourable Rebecca Schulz
Minister of Environment & Protected Areas
204 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6
Email: rep.minister@gov.ab.ca

Honourable Steven Guibeauf
Minister of Environment and Climate Change
Suite 1010, 800 Boul de Maisonneuve E
Montreal, QC H2L 4L8
Email: Steven.Guibeauf@can.ca

RE: Designation of the North Saskatchewan River (Alberta) as a Heritage River under the Canadian Heritage Rivers System

Dear Ministers Schulz and Guibeauf,

On behalf of Edmonton City Council, and further to a motion unanimously adopted at the City Council Meeting of September 12, 2023, I am pleased to share with you the City of Edmonton's enthusiastic support for moving forward with the designation of the 7.19 kilometers of Kiskadeewainapiy (North Saskatchewan River) within Alberta's borders as a heritage river under the Canadian Heritage Rivers System (CHRS).

The North Saskatchewan River runs through the heart of Edmonton and has been an important place of gathering, commerce and ceremony for Indigenous peoples since time immemorial. The river has been vital in the development of the city and will be an essential part of its future. The City supports the recognition of the North Saskatchewan River as part of Canada's outstanding river system, which will enhance its significant heritage value for the long-term benefit and enjoyment of Albertans and all Canadians.

My majal professor, Don Beson, wrote to then Minister of Alberta Environment and Parks, Honourable Jason Nixon, in August 2021 in conditional support of the river's nomination. At that time, Council desired to learn more about the financial and governance implications of the designation. As these details have become better understood, the City confirms its support for the advancement of this initiative, which is led by Smoky Lake County and the North Saskatchewan Watershed Alliance (NSWA) in partnership with Indigenous nations, leaders, community members, and many dozens of other supporters.

The benefits and opportunities of the designation are complementary with the plans and aspirations of the City, the region, and the province. From an Edmonton perspective, I particularly note the work that the City of Edmonton has done in celebrating and protecting this unique water body through current municipal policies, plans, and projects, including the City Plan, Braithwaite - Edmonton's Green Network Strategy, Touch the Water Promenade, Ribbon of Green, the ongoing River Valley Planning Modernization project, the River Valley Alliance (RVA) trails system and recent endowment naming (Amisko Wacsi Miskwanaw, or Beaver Hills Road), the Explore Edmonton Tourism Master Plan, River Crossing Interpretive Plan, Fort Edmonton Master Plan, and by continuing to explore the designation of the Edmonton River Valley as a National Urban Park.

I echo the views of other supporters on the benefits of this voluntary, community-driven river conservation program that will advance awareness and protection without increasing rules and restrictions along the river corridor.

Designation under the Canadian Heritage Rivers System represents a goodwill commitment to collaborate and work together across communities and rural and urban municipal jurisdictions to the betterment of our rivers and landscapes, with a mind to the past, present and future.

I hope you will support this initiative, which recognizes and protects the North Saskatchewan River as an essential feature of Edmonton, the region and the province.

Yours Truly,

A. Sohi

Amarjeet Sohi
Mayor, City of Edmonton

- cc: City of Edmonton Council - council@edmonton.ca
Andre Corbois, City Manager, City of Edmonton - andre.corbois@edmonton.ca
Smoky Lake County Council - county@smokylakecounty.ab.ca
Reeve Lorne Holtsky, Smoky Lake County - l.holtsky@smokylakecounty.ab.ca

OFFICE OF THE MAYOR AMARJEET SOHI

OFFICE OF THE MAYOR AMARJEET SOHI



7.4

Attachment #1 - Page 5 of 40

Urban Planning Committee Minutes
August 29, 2023
5:30 a.m.
West Valley Room, West Valley City Hall
Present: A. Stevenson, K. Tang, T. Carmel, E. Rutherford, A. Sohi
2.3 Requests to Speak
Moved by K. Tang
The Urban Planning Committee heard from the following speakers, in general order applicable:
1. T. Carmel, North Saskatchewan River Heritage Designation Initiative - Update
2. L. Duncan, North Saskatchewan River Valley Conservation Society
3. S. Miller, North Saskatchewan Watershed Alliance
4. D. Riley, Edmonton Heritage Council
In Favor (1): A. Stevenson, K. Tang, T. Carmel, E. Rutherford, and A. Sohi.
Carried (12 to 0)
2.4 North Saskatchewan River Heritage Designation Initiative - Update
The following members of Administration's delegation made a presentation:
• K. Sohi, Urban Planning and Economy
• H. Hassan, Urban Planning and Economy
The following member of the delegation made a presentation:
• K. Sohi, Smoky Lake County
The following public speakers made presentations of interest to the committee:
• K. Nixon, Canadian Parks and Wilderness Society, Northern Alberta
• S. Miller, North Saskatchewan Watershed Alliance
• D. Riley, Edmonton Heritage Council
• L. Duncan, North Saskatchewan River Valley Conservation Society
The following members of Administration's delegation answered questions:
• K. Sohi, Urban Planning and Economy
• H. Hassan, Urban Planning and Economy
The following member of the delegation answered questions:
• K. Sohi, Smoky Lake County
Moved by K. Tang
That Urban Planning Committee recommend to City Council:
That the Mayor, on behalf of City Council and in partnership with Smoky Lake County, write a letter to both the Minister of Alberta Environment and Protected Areas, and the Minister of Environment and Climate Change of Canada, supporting the designation of the North Saskatchewan River (Alberta) as a Heritage River under the Canadian Heritage Rivers System.
In Favor (1): A. Stevenson, K. Tang, T. Carmel, E. Rutherford, and A. Sohi.
Carried (12 to 0)

URBAN PLANNING COMMITTEE REPORT

North Saskatchewan River Heritage Designation Initiative - Update

Recommendation of the Committee

That the Mayor, on behalf of City Council and in partnership with Smoky Lake County, write a letter to both the Minister of Alberta Environment and Protected Areas, and the Minister of Environment and Climate Change of Canada, supporting the designation of the North Saskatchewan River (Alberta) as a Heritage River under the Canadian Heritage Rivers System.

History

- At the August 29/2023, Urban Planning Committee meeting, the August 29, 2023, Urban Planning and Economy report UPE01575 was considered.
The Committee heard from L. Duncan, North Saskatchewan River Valley Conservation Society, D. Riley, Edmonton Heritage Council, K. Kerr, Canadian Parks and Wilderness Society, Northern Alberta; and S. Miller, North Saskatchewan Watershed Alliance.

Attachment

August 29, 2023, Urban Planning and Economy report UPE01575

Do not edit with August 29/2023 Urban Planning Committee Report 1

NORTH SASKATCHEWAN RIVER HERITAGE DESIGNATION INITIATIVE - UPDATE

- UPE01668, National Urban Park Initiative - Outcomes of Pre-Feasibility Phase, Urban Planning Committee, July 12, 2023

Executive Summary

- In August 2021, the Mayor, on behalf of City Council, provided a conditional letter of support to nominate the North Saskatchewan River for recognition within the Canadian Heritage Rivers System. This support was conditional upon better understanding the governance and funding models, as well as the City's role as part of the Heritage Designation initiative.
In August 2022, the federal and provincial governments announced their endorsement to formally nominate the North Saskatchewan River in Alberta as a Canadian Heritage River. This nomination was a requirement to advance the designation process, which is being led by Smoky Lake County.
Smoky Lake County is undertaking a non-statutory Heritage River Designation Concept Plan in support of the initiative. The Heritage River Designation Concept Plan is part of completing the formal designation process.
The designation of the North Saskatchewan River as a Heritage River aligns with existing initiatives including the National Urban Park, River Valley Planning Modernization, River Valley Alliance, River Crossing Business Plan and the Explore Edmonton Tourism Master Plan.
Administration recommends that City Council support and advocate for the designation of the North Saskatchewan River as a Heritage River under the Canadian Heritage Rivers System.

REPORT

Established in 1984, the Canadian Heritage Rivers System currently includes 41 rivers that are recognized nationally for natural, cultural and recreational heritage. While the Canadian Heritage Rivers System has no legislative authority, the program is a model of stewardship, cooperation and participation. Through designation the City of Edmonton will continue to work with regional partners to champion the natural, recreational and heritage values of the North Saskatchewan River. A 50 km portion of the North Saskatchewan River within Banff National Park was added to the System in 1989, and Alberta joined the program in 1994. The inclusion of the remaining portion of the North Saskatchewan River in Alberta as part of the Heritage Rivers System reflects a culmination of work starting in the late 1990s to assess and document the river's cultural, natural and recreational resources, including a background study completed in 2005.

Since 2019, Smoky Lake County has led a revived collaborative community initiative to nominate and formally designate the North Saskatchewan River in Alberta as a Canadian Heritage River, in part due to alignment with its Victoria District Economic Development Strategy<sup>1</sup>, centred around Métis Crossing.

To support this initiative, City Council passed the following motion in April 2021:

NORTH SASKATCHEWAN RIVER HERITAGE DESIGNATION INITIATIVE - UPDATE

That the Mayor, on behalf of City Council, write a letter to the Alberta Minister of Environment and Parks conditionally supporting the initiative being led by Smoky Lake County in collaboration with other river municipalities and Indigenous groups to nominate the 818 km length of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System.

Further to Council's motion, former Mayor Beson provided a conditional letter of support in August 2021, see Attachment 1, to nominate the North Saskatchewan River for recognition within Canada's national river stewardship system, protect its significant heritage value and collaborate toward shared long-term benefits and enjoyment of Edmontonians, Albertans, Canadians and visitors. To date, the initiative is being supported by 15 municipalities that share an immediate boundary with the North Saskatchewan River including the City of Edmonton, as well as more than 50 other organizations, including municipalities, community groups, civic clubs and Indigenous communities.

Smoky Lake County presented the nomination to the Canadian Heritage Rivers System Board in November 2021. At the Board's recommendation, the respective provincial and federal ministers jointly announced acceptance of the nomination in August 2022, which is required to complete the formal designation.

Heritage River Designation Update

At the time of the former Mayor's conditional letter of support in 2021, the initiative's funding and implementation or governance models were not known. As such, Council was unable to consider these aspects of the initiative and Administration was expected to update Council once the relevant parties had an opportunity to advance and clarify these details.

Smoky Lake County is leading the development of a Heritage River Designation Concept Plan as required by the designation process. To help guide work on the Heritage River Designation Concept Plan, Smoky Lake County established a municipal advisory committee, with invited representation from each municipal partner. The City of Edmonton participated in this advisory committee, providing information, guidance and advice. This Concept Plan remains in draft as Smoky Lake County completes ongoing municipal partner engagement. The identified river study area and Heritage River Designation Concept Plan is included in Attachment 2, along with the table of contents for the draft concept plan.

Implementation and Governance

Implementation of the Heritage Designation Concept Plan will require collective accountability for stewardship, collaboration, cooperation and management among many organizations, individuals and governments. The North Saskatchewan Watershed Alliance will act as lead agency tracking implementation activities and compiling and submitting the required annual and 10-year monitoring reports. This role builds on the Watershed Alliance's existing role as convener and collaborator for this river basin in Alberta. In executing this new role, the North Saskatchewan Watershed Alliance will seek participation from other organizations, including the City of Edmonton,

- Provide input and updates on ongoing river-based initiatives.

REPORT: UPE01575

Attachment #1 - Page 9 of 40

NORTH SASKATCHEWAN RIVER HERITAGE DESIGNATION INITIATIVE - UPDATE

- Participate in annual and 10-year reporting activities.
Provide subject matter expertise on a variety of topics including heritage and land use planning.

There is no obligation for participating partners to allocate direct funding. Projects identified as opportunities under the designation will be prioritized within existing budgetary decision-making frameworks and processes. The draft governance and reporting framework in Attachment 3 identifies the intended relationship and reporting framework between various partners. Smoky Lake County intends to file a Heritage River Designation management plan for consideration at the Canadian Heritage Rivers System Board Annual General Meeting in fall 2023. From there, endorsement from both provincial and federal ministers will also be required to complete the designation. Should formal designation be approved, reporting and implementation partners, including the City of Edmonton, would continue to collaborate to develop formal terms of reference to actively support, develop and shape implementation, and finalize the governance model.

Alignment with City of Edmonton River Valley Initiatives

The City Plan describes the North Saskatchewan River Valley and Ravine System as "the most important feature of the city." It is a vital ecological corridor, a valued recreation destination, a place of cultural significance and a draw for visitors throughout the region. In addition to supporting the direction of the City Plan, Heritage River designation aligns and intersects with a number of river valley initiatives listed in Attachment 4.

COMMUNITY INSIGHT

Led by Smoky Lake County, the Heritage River Designation Concept Plan work to date has included significant community insight and engagement, the bulk of which took place over fall and winter 2022, and follow-up with select stakeholders in spring 2023. Edmontonians had the opportunity to participate in an online province-wide public input survey launched in 2021; the majority of survey respondents were from Edmonton metropolitan area. Invitations to complete the survey were also directly sent to a variety of Edmonton-based stakeholders including the Edmonton Heritage Council, Edmonton and District Historical Society, Edmonton River Valley Conservation Coalition and River Valley Conservation Society.

Engagement work undertaken to date has drawn on the expertise of the pipilwan pèhtkwan public relations agency to lead Indigenous engagement activities with communities and Nations across Treaties 6, 7 and 8, and the Métis Nation.

Most of the individuals and groups who have participated so far support the inclusion of the North Saskatchewan River in Alberta to the Heritage Rivers System. Those who opposed the nomination felt that no change was needed, or that a designation could eventually result in restricted access to the river.

1 What We Heard Report: Canadian Heritage River System Nomination Survey - North Saskatchewan River, 2021.
REPORT: UPE01575

NORTH SASKATCHEWAN RIVER HERITAGE DESIGNATION INITIATIVE - UPDATE

Input provided from engagements to date are actively being considered and incorporated into the non-statutory Heritage River Concept Plan.

GBA+

Through the development of the Heritage River Concept Plan, Smoky Lake has engaged with several diverse communities and stakeholder groups. These discussions have sought to contribute to a greater regional understanding of the North Saskatchewan River in Alberta and to promote and include equity considerations in balancing the unique regional perspectives that a diversity of Albertans hold towards the North Saskatchewan River.

ENVIRONMENT AND CLIMATE REVIEW SECTION

This report was reviewed for environmental and climate risks. With respect to the North Saskatchewan River Heritage Designation Initiative:

- This stretch of the North Saskatchewan River is being nominated for Canadian Heritage River Designation based on its cultural heritage and recreational values. However, it was not eligible for nomination on its natural values due to the presence of dams, including the Big Horn and Brazeau Dams.
Canadian Heritage River Designation does not mandate environmental protection measures; existing municipal, provincial and federal environmental policies and regulations will continue to be respected.

ATTACHMENTS

- 1. City of Edmonton Conditional Letter of Support (August 2021)
2. Draft Heritage River Concept Plan: Focus Area Map and Table of Contents
3. Draft Governance and Reporting Framework
4. North Saskatchewan Heritage River - Strategic Alignment



Dear Minister Nixon:

On behalf of Edmonton City Council, and further to an April 19, 2021, unanimous Council motion, I am pleased to share with you the City of Edmonton's conditional support for the nomination to the Canadian Heritage River System (CHRS) of the 818 kilometre stretch of the North Saskatchewan River that flows across Alberta.

The City supports the recognition of the North Saskatchewan River as part of Canada's outstanding river systems, which will enhance its significant heritage values for the long-term benefit and enjoyment of Canadians. However, as the structure, funding and action of the management board that would be associated with the CHRS designation have not yet been determined, the city is not able to comment on that element at this time.

The benefits and opportunities of the designation appear to be compatible with the plans and aspirations of the city, the region and the province. From an Edmonton perspective, I note in particular the work that the City of Edmonton has done in celebrating and protecting this unique water body, including the City Plan, and the initiation of projects such as Touch the Water Promenade and the River Valley Planning Modernization. I echo the comments of several other supporters on the benefits of this voluntary, community-driven program that will advance awareness and protection without increasing rules and restrictions along the river corridor.

The North Saskatchewan River runs through the heart of Edmonton and has been an important place of gathering, commerce and ceremony for Indigenous peoples since time immemorial. To this end, the City of Edmonton was pleased to see support for this designation from both the Confederacy of Treaty Six First Nations and the Métis Nation of Alberta.

The river has been vital in the development of the city, and will be an essential part of its future. We look forward to seeing how the CHRS designation can support the recognition and protection of this essential feature of Edmonton and the region.

Yours truly,

Signature of Dan Nixon, Mayor

cc: Mr. Andre Corbois, City Manager, City of Edmonton; Mr. Dan Bower, Chair, Edmonton Historical Board; Mr. Stuart Lee, President and CEO, EPORC Utilities Inc.; Smoky Lake County Council

Executive Summary

1 Introduction and Background

- 1.1 Foreword
1.2 The Canadian Heritage Rivers System (CHRS)
1.3 Description of the Nomination & Designation Process
1.4 The North Saskatchewan River (Alberta): Role in the Canadian Heritage River System
1.5 Purpose of the Heritage River Designation Concept
1.6 Recognition and Respect for Existing Rights, Land Uses and Activities
1.7 Project Process & Context

2 Background Summary: History and Resources of the North Saskatchewan River (Alberta)

- 2.1 Indigenous History & Values
2.2 Natural Heritage
2.3 Cultural Heritage
2.4 Recreational Values
2.5 Heritage Integrity
2.6 Overview & Summary

3 The Heritage Strategy

- 3.1 Stewarding the River as a Canadian Heritage River: Vision and Principles
3.2 Heritage River Concept Area and Reaches
3.3 Natural Heritage Goals and Actions
3.4 Cultural Heritage Goals and Actions
3.5 Recreational Goals and Actions
3.6 Water Quality Objectives and Actions
3.7 Cross-Cutting Theme 1: Recreation and Economic Development
3.8 Cross-Cutting Theme 2: Indigenous Heritage
3.9 Cross-Cutting Theme 3: Climate Change
3.10 Summary of Heritage Stewardship Opportunities & Challenges

4 Implementation and Monitoring

- 4.1 Stewardship, Collaboration and Cooperation
4.2 Communicating the Benefits of Designation
4.3 Framework/Sequence for Implementation
4.4 Statements of Commitment to Implement
4.5 Monitoring, Review and Reporting
4.6 Monitoring Checklists

References

Appendices



Attachment 3

Heritage River: Draft Governance and Reporting Framework

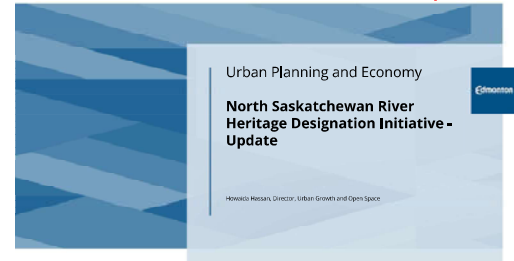


A Heritage River Designation Concept for the North Saskatchewan River in Alberta (Draft)

North Saskatchewan Heritage River - Strategic Alignment

Table with 2 columns: Strategy/Initiative and Description. Rows include: 1. Update Edmonton's Tourism Master Plan; 2. National Urban Park; 3. North Saskatchewan River - Watershed Management Framework Approach; 4. River Crossing Heritage Interpretive Plan.

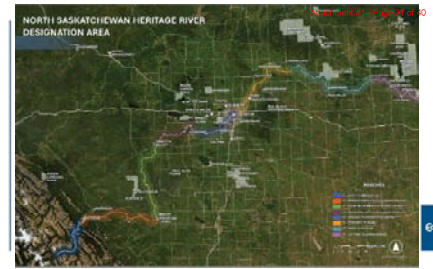
Table with 2 columns: Strategy/Initiative and Description. Rows include: 1. River Valley Alliance, Plan of Action; 2. River Valley Planning Modernization.







### Alignment



### Project History

Attachment #1 - Page 22 of 40



### Perspectives - Key Themes

- Importance of the River's role
- Language and place names
- Balance recreation with conservation
- Ecological connectivity
- Improve river access
- Maintain water quality
- Support ongoing stewardship efforts
- Recognize Indigenous value

Attachment #1 - Page 23 of 40



### Next Steps

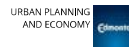
Attachment #1 - Page 24 of 40



- Finalize the Heritage River Concept Plan
- Present to the inter-provincial Canadian Heritage Rivers Board (CHRB)
- Dual Ministerial Approval
- Implementation

**SPEAKING NOTES FOR UPE01575**  
 North Saskatchewan River Heritage Designation Initiative – update (check against delivery)  
 August 29, 2023 (Kyle Schole Copy)

Attachment #1 - Page 26 of 40



#### Introductions / Delegation

##### For introductory presentation

Kent Snyder, Branch Manager, Planning and Environment Services (in-person)  
 Howaida Hassan, Director, Urban Growth and Open Space (in-person)  
 Kyle Schole, Project Lead, Smoky Lake County (in-person) - [kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)

##### For questions only:

Corey Churchill, General Supervisor, Open Space Strategy (in-person)  
 Leif Olson, Senior Open Space Planner, O2 Planning and Design (virtual) - [leif.olson@o2design.com](mailto:leif.olson@o2design.com)  
 Steph Neufeld, Chairperson, North Saskatchewan Watershed Alliance (virtual) - [sneufeld@nsrwa.com](mailto:sneufeld@nsrwa.com)  
 Amy Chemiwohan, Mayor, Town of Smoky Lake, (virtual) - [amy@smoky.lac.ab.ca](mailto:amy@smoky.lac.ab.ca)

#### Speaking Notes

##### Slide One: INTRO SLIDE (Kent Snyder)

Good afternoon.

We are here today to provide an update and recommend that Committee supports our continued efforts with the North Saskatchewan River Heritage Designation Initiative.

Joining me today is Howaida Hassan, Director of Urban Growth and Open Space, Corey Churchill, General Supervisor, Urban Growth and Open Space and Kyle Schole, Planning Technician with Smoky Lake County and the project lead with the North Saskatchewan Heritage River Designation Initiative.

I'll now ask Howaida to present a summary of the report.

Attachment #1 - Page 27 of 40

#### Slide Two: CANADIAN HERITAGE RIVERS SYSTEM (Howaida Hassan)

Thank you, Kent.

The Canadian Heritage Rivers System is a national program that acknowledges the values of heritage rivers across Canada. The program was established in 1984 by the federal, provincial, and territorial governments, to celebrate the role and value of rivers to Canadians. This collaborative program delivered in conjunction with local communities and residents recognizes and promotes rivers with outstanding natural, cultural, and recreational values by awarding them heritage status.

Today, over 40 rivers representing more than 10,000 km have been designated. These rivers collectively represent renowned national waterscapes, cultural treasures, and healthy waterways. The program supports long-term stewardship of designated rivers for the benefit and enjoyment of Canadians and tells the stories of our rivers, including Indigenous histories.

Smoky Lake County has been leading the initiative to designate the North Saskatchewan River in Alberta as part of the Canadian Heritage Rivers System since 2019.

#### Slide Three: ALIGNMENT (Howaida Hassan)

In August 2021 the mayor, on behalf of City Council, provided a conditional letter of support to nominate the North Saskatchewan River for recognition within the Canadian Heritage Rivers System.

The conditional support was based on the need to better understand governance and funding models, as well as the City's role as part of the Designation initiative.

As these details have been developed over the last two years, Administration

## Questions and Thank You

Howaida Hassan, Director, Urban Growth and Open Space

is pleased to provide additional information and an update to the Heritage River designation initiative.

At a Strategic level, this initiative aligns with The City Plan, Breathe and the Ribbon of Green, which recognize the importance of the North Saskatchewan River and the regional role the river plays both in terms of major ecological functions and as a recreational water corridor.

This Initiative also directly aligns with a number of other City Initiatives and work being done by key partner organizations, which seek to protect, preserve, animate, and celebrate the river and adjacent spaces including:

- River Valley Alliance
- Explore Edmonton Tourism Master Plan
- The Rosedale Business Plan
- The National Urban Park Initiative

I'll now turn it over to Kyle Schole [Show-Lee], Planning Technician with Smoky Lake County, and Vice-Chair with the North Saskatchewan Watershed Alliance, to provide additional information on the North Saskatchewan Heritage River Designation initiative.

#### Slide Four: NORTH SASKATCHEWAN HERITAGE RIVER DESIGNATION AREA (Kyle Schole)

Thank you, Kent & Howaida,

Good afternoon, Chairperson, & Committee. We are joined online for questions only, by Leif Olson of O2, Steph Neufeld, who is the Chairperson of NSWA, and Her Worship Amy Cherniweh of the Town of Smoky Lake.

I hope you enjoyed your summer break; and that you've been well since we last saw each other here, on June 12<sup>th</sup>, in relation to the National Urban Park

Initiative.

I promise I'll endeavor to keep my comments concise, without repetition from June 12<sup>th</sup>.

And let me begin by saying that we support the Administration's Recommendation, **and** we encourage the Committee's consideration of going further...

In some ways, this has been an easy undertaking: inspiring love for this natural feature that we share. Edmontonians, indeed Albertans already have powerful personal relationships with **kisiskatchewanisipi**, which interconnects people, communities, and jurisdictions.

Flowing 1,287 Km from the toe of the Columbia Icefields to 'the Forks' in Saskatchewan, the North Saskatchewan River is Canada's 12<sup>th</sup> longest river, and forms part of Canada's second longest river system.

The Heritage River Concept Area, reflected in this image, includes a 718-km corridor along its length within Alberta, which has been broken into approximately 1 to 3-day float-segments.

The designation of Alberta's portion of the North Saskatchewan River amounts to about 55% of the river's total length.

This will complement a small portion, 50km, in Banff National Park that was designated a Heritage River in 1989 due to its outstanding Ecological, Recreational, and Cultural heritage values.

Many ongoing stewardship activities affect the condition of the river.

Designation as a Canadian Heritage River is unique from other heritage designations that Urban Planning Committee would be somewhat more

familiar with, such as municipal historic resources, provincial historic resources, or even national historic sites of Canada.

[next slide please]

#### Slide Five: PROJECT HISTORY (Kyle Schole)

In the early-to-mid 2000s, North Saskatchewan Watershed Alliance began early work in this space, which resulted in a NSR Heritage River Background Report.

However, the Watershed Alliance struggled to advance to the Nomination Stage.

In 2019 Smoky Lake County, motivated by the 'Victoria District Economic Development Strategy' which emphasizes cultural and experiential tourism as a driver of economic development, picked up on the effort to obtain heritage designation.

In the 28 months since former Councillor Walter's original motion of support was carried unanimously in April 2021, the Project Team has been **hard at work**:

First, the Nomination Document was accepted by the provincial and federal governments in Fall 2022, **confirming the river's eligibility for inclusion** into the System.

That paved the way for us to continue into the next phase of work, over the last year: creating a collaborative Designation Concept Plan.

[next slide please]

#### Slide Six: PERSPECTIVES - KEY THEMES (Kyle Schole)

I am proud of the broad engagement that was undertaken to support the development of the Heritage River Concept Plan. This included Indigenous engagement, public and targeted stakeholder engagement.

##### • Indigenous engagement:

- The project received a blessing, and First Nations and Metis were invited to virtual or in-person visits between November 2022 and March 2023.
- A total of 68 community members from over 10 Indigenous communities shared stories and dialogue through this process, sharing stories of the river, connections with the river, as well as river governance and the future.
- As part of the designation process, efforts have been made to reflect the importance of storytelling in traditional knowledge, the role of the river in creation stories and spirituality, ceremony, trade, medicine, and food, as a connection to the past, and as a beacon of hope for the future.
- The project team heard the importance of language and returning original place names as a way to reflect decolonization and to breathe a spirit into the work that cannot be done in English alone.
- Many Indigenous participants viewed the heritage designation as only the start of a much longer process.
- We acknowledge that Heritage designation is largely symbolic, unless it is a steppingstone leading to more meaningful improvements to the health of the river and our relationships with it.

##### • Other common themes that emerged through engagement with members of the public and tourism/recreation operators included:

- Align recreation and preservation to balance recreation with a natural river environment

- Ecological connectivity in the river valley and connected ravines and creeks is important to facilitate wildlife movement and watershed health
- The need to maintain water quality for drinking water, fishing, recreation and other uses
- A strong desire for stewardship, including river clean-up events and citizen science
- Recognition of Indigenous value, sacred sites and traditional knowledge, and a desire to learn more
- Opposing or dissenting views expressed an anxiety that designation will eventually lead to restricted access and use.

[next slide please]

#### Slide Seven: NEXT STEPS (Kyle Schole)

The City is just one, albeit by far the most populous, and a key partner, in this project.

We are in the late stages of finalizing the Concept Plan document itself, which has been informed through engagement and made available for public comment, and stakeholder review or input since May of this year.

The Concept Plan must comply with the Canadian Heritage Rivers System requirements under the Principles, Procedures and Operational Guidelines (PPOG, 2023), and the 2020-2030 CHRS Strategic Plan.

The Project Team intends to present the Concept Plan to the inter-provincial Canadian Heritage Rivers Board (CHRB) in **late September**.

After which, we will seek Ministerial endorsement:

- first from Alberta Environment and Protected Areas, and then
- Environment and Climate Change, which is also the Minister responsible for Parks Canada.

Once approved, the project then moves into the implementation phase, over the next 5, 10, 20 years, and beyond.

Implementation will be evolutionary, and pending Council's approval of the Administration's Recommendation will involve ongoing collaboration with the City of Edmonton.

[next slide please]

#### Slide Eight: QUESTIONS & THANK YOU (Kyle Schole)

Many landscapes and water bodies have intrinsic heritage values, and civic society will be strengthened and 'healthened' if we begin to think in such terms, honouring our ancestors to the benefit of our descendants.

Indeed, if we desire our River-stories to be known, then we **must** make space for them. And this is also true for the many equity-deserving voices who desire to share in them.

Designation as a heritage river represents a **good-will commitment** to work together collaboratively. And with that, thank you, and we would welcome any questions from the Committee - at the appropriate time.

#### Q & A for UPE01575

North Saskatchewan River Heritage Designation Initiative - update  
Urban Planning Committee  
August 29, 2023



**Mandatory Question - How is this related to other department priorities (i.e. City Plan, Environmental Impact, Connection Edmonton, Corporate Business Plan, etc.)?**  
The City Plan describes the North Saskatchewan River and Ravine system as "the most important feature of the City." It serves as a vital ecological corridor, a valued recreation destination, a place of cultural significance and a draw for visitors through the region. The Heritage River program aligns with these values and is intended to highlight the unique heritage, recreational, and environmental values of the North Saskatchewan River.

Additionally, Heritage River designation supports the City's strategic goal of climate resilience. Heritage Designation will foster initiatives to improve water quality in the North Saskatchewan River both at a strategic level (i.e. River Valley Planning Modernization) and broader regional level leveraging a variety of regional partners collectively engaged to celebrate and enhance the North Saskatchewan River.

#### Questions related to Heritage Designation

##### How many Canadian Heritage Rivers are there? (Refer to Kyle Schole)

There are presently 41 Canadian Heritage Rivers from coast-to-coast-to-coast, with another 2 rivers at the Nomination Stage, and another that is undertaking an updated Background study before proceeding to the Nomination stage.

##### Why aren't there more heritage rivers in Alberta? (Refer to Kyle Schole)

At various points, there have been several attempts or initiatives to see various rivers gain inclusion into the program, such as the Athabasca and Peace Rivers.

However, for the first decade of the program from 1984 to 1994, Alberta remained on the outside, and eventually joined under Premier Klein. Then, during the mid-90s, the Province undertook a systems study to identify candidate rivers, of which 10 were identified.

Eventually, the Clearwater River, which flows into Alberta from Saskatchewan and finds its confluence with the Athabasca at Fort McMurray was designated in 2003, and to-date remains our only heritage river outside of a National Park in Alberta.

#### Why hasn't the Province of Saskatchewan Nominated their portion of NSR? (Refer to Kyle Schole)

The NSR flows an additional 480km beyond the ABSK boundary at Saskatchewan Highway 17, to where it finds its confluence with the South Saskatchewan just past the City of Prince Albert. Indeed, the project team had hoped that this could become an inter-provincial initiative.

However, in September 2021, the incumbent Saskatchewan Minister of Parks, Culture and Sport provided correspondence that *although the Province of Saskatchewan agrees that the North Saskatchewan River has historic, social and natural significance, the Government of Saskatchewan remains focused on the pandemic as well as Saskatchewan's recovery plan, and at that time, they are not in a position to support...* at this time.

Nevertheless, there remains every opportunity for Saskatchewan to put forward its portion of NSR at a later date either as a separate or as a supplementary Nomination.

**What are some other cities that have Heritage River Status? (Refer to Kyle Schole)**  
Fort McMurray, AB, Vancouver BC, Winnipeg MN, Toronto, Ottawa, Windsor, and London ON, and Charlottetown PEI all have heritage river status.

**The original motion referenced 818 km but the report states 718 Km will be designated. Why the discrepancy? (Refer to Kyle Schole)**  
At the time of the motion, 818km was correct but was later revised down, based on advice, due to differing methodologies in measuring distance along a winding river path.

The nominated segment up for designation still encompasses the entire extent of NSR in Alberta outside of Banff National Park.

#### Has this initiative received approval from other municipalities? (Refer to Kyle Schole)

Yes, every single municipality touching upon the top-of-bank of the NSR across Alberta (that is, about 15), and many others across the wider basin, have provided their endorsement, save for one, being Brazeau County.

#### What happens if the initiative does not receive municipal support?

This initiative is largely municipally-led, though not exclusively. There are a multitude of groups and organizations contributing to its success, and shaping its progress.

As key land-use decision-makers, municipalities have a key role to play in the stewardship of our landscapes, and waterbodies. Having said that, municipal capacity is expected to wax and wane over time, based on available resources, etc.

If the City of Edmonton withdraws its conditional support of the initiative, it is anticipated that this would be a significant blow to the high level of public support required to move forward.

#### Why doesn't Brazeau County support this initiative? (Refer to Kyle Schole)

From the beginning, Brazeau has been suspicious of any involvement of other Orders of government, despite this work being led from Smoky Lake, not Ottawa, and the parameters of the program being very clearly laid out and reinforced time-and-again.

Additionally, we believe they are confused (perhaps willfully) about the term 'river manager' conferring any new authorities to unelected bodies.

To be clear, designation is commemorative, and participating jurisdictions retain their existing authorities.

Finally, in 2021, Brazeau County also stripped many or most environmental protections from their Municipal Development Plan (MDP), which is their version of City Plan.

#### How is a Heritage River different from other heritage designations? (Refer to Kyle Schole)

Unlike Municipal or Provincial Historic Resource Designations under the Alberta Historical Resources Act, Heritage River status does not carry any legislative or statutory authority or protections.

However, it instead represents a good-will commitment to work together and collaborate towards a shared vision, goals, and objectives which would be otherwise hard to achieve alone.

#### What are the requirements for ongoing monitoring and reporting? (Refer to Kyle Schole)

Annually, a report is filed with the CHRS Secretariat to provide a high-level summary of any highlights of the preceding year.

Every 10 years, a more comprehensive scan is undertaken to review progress towards the stated collaborative goals and objectives, across the relevant pillars of cultural, recreational, and natural stewardship.

#### Questions Related to Engagement:

**What is meant by 'blessing'? Blessed by whom? (Refer to Kyle Schole)**

Attachment #1 - Page 37 of 40  
 Indigenous Engagement was begun in a good way with prayer and smudge led by elders, at the Alfred H. Savage Centre, in Whitemud Park, which was also attended by City staff from the Indigenous Relations Office.

What Nations were engaged with? [Refer to Kyle Schole]  
 The project team invited participation from more than 40 Indigenous Nations across Western Canada, based in part on advice from the Province, Federal Government, and the City's Indigenous Relations Office.

The living strategy nature of this work is such that this represents the beginning, not the conclusion of our efforts, here.

For example, Alberta Environment and Protected Areas has provided an additional small grant to hire Indigenous students and undertake additional research and implementation, moving forward.

Is EPCOR part of the engagement/advisory committee? [Refer to Kyle Schole]  
 Yes. EPCOR (along with several other non-municipal groups) has been involved both bilaterally, sits on the Board of the North Saskatchewan Watershed Alliance, and reviewed the draft Concept Plan. A letter of support was also provided in 2021.

**Questions Related to Governance**

What is the role of the North Saskatchewan Watershed Alliance as part of this initiative?  
 The North Saskatchewan Watershed Alliance is our designated Watershed Planning and Advisory Council or WPAC under the Alberta Water for Life Strategy. They bring to bare unique expertise in watershed science and monitoring, grantwriting, and project leadership.

Together, the NSWA and Smoky Lake County sit at the center of the proposed governance and reporting model. Together, these organizations will seek to act as convener-collaborators of other interested parties in undertaking and monitoring the implementation of the Concept Plan over time.

What is the expectation for City resources should this project advance?  
 Beyond staff time in preparing this report and participation in the Inter-municipal Advisory Steering Committee, no specific city resources are being proposed for commitment at this time.

Attachment #1 - Page 38 of 40  
 As implementation unfolds, there will likely arise opportunities to invest in partnerships such as recreation and tourism development, plaques and signage, and other items, which would be considered as part of the regular budget process. City Administration will learn more about ongoing City involvement through implementation work and further discussions with project proponents (NSWA and Smoky Lake County).

There is also alignment with this work, and that of the National Urban Park Initiative and the federal Ecological Corridors program. Those discussions remain ongoing, and interconnected.

How does the North Saskatchewan Watershed Alliance receive its funding? Does the City of Edmonton contribute funding to the Alliance?  
 The NSWA received the bulk of its operational funding from the Government of Alberta (GoA) through Alberta Environment and Protected Areas, and EPCOR, approximately 35% and 26% respectively.

Additionally, smaller amounts are received from private donations and municipal contributions. Last year, 43 of 78 municipalities within the basin (which does not include the City) made contributions amounting to about \$200,000 at a per capita rate of \$0.50.

The current population of the watershed, excluding the City of Edmonton, is about 560,000 people. The population of the City of Edmonton is currently about 1.1 million.

Additionally, the city currently has a staff representative on the Board of the NSWA, who sits in an exclusively advisory capacity.

What is the difference between the North Saskatchewan Watershed Alliance and the Sturgeon River Watershed Alliance? How does the City of Edmonton's role vary between these two Alliances?

The Sturgeon River Watershed Alliance (SWRA) is a municipally-led watershed stewardship group that works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The Alliance is guided by a Steering Committee of elected officials and a technical advisory committee of technical staff and volunteers. The City of Edmonton does have representation on the Steering Committee (Councillor Paquette).

The North Saskatchewan Watershed Alliance fosters collaboration at the watershed level, creates opportunities for stakeholders to come together, share resources and explore innovative solutions to watershed challenges. The City of Edmonton has representation on this Board in an exclusively advisory capacity. Additionally, City Administration provides support on technical reviews as required. Most recently, Urban Growth and Open Space participated in the review of a strategy to improve wetland management in the North Saskatchewan River watershed.

Attachment #1 - Page 39 of 40  
 The City of Edmonton's involvement in the NSWA may be further informed through ongoing implementation work associated with Heritage River Designation.

Implementation work may further highlight where additional City involvement is needed/warranted.

What is the current status of the North Saskatchewan Regional Plan? Related - What has the City of Edmonton done to advocate for a position?  
 No major update to date. Previously identified Regional Planning priorities including the South Saskatchewan Region and the Lower Athabasca Regional Plans are now complete. The indication is that the North Saskatchewan Regional Plan is a priority and work is underway. A Regional Advisory Council has not yet been formed.

**Questions Related to Funding**

Has the City of Edmonton contributed funding towards this initiative? Is there an expectation that funding will be requested?  
 No, to-date, the City of Edmonton has contributed no direct funding besides staff time on this project. It is anticipated that future funding opportunities may be identified, and these would be contemplated as part of the regular budget cycle, weighed against other financial priorities.

**Questions Related to Strategic Alignment**

What is the status of the North Saskatchewan Regional Plan (NSRP)?  
 In November 2022, Utility Committee heard that the North Saskatchewan Regional Plan has been in draft form since 2018, and that Administration would seek opportunities to advocate for its advancement.

Smoky Lake County also sponsored a Resolution at the November 2022 Rural Municipalities of Alberta (RMA) Convention, in favor of completing Alberta's remaining Land Use Framework Regional Plans. However, this was not carried by the 2/3 requirement to be adopted. We remain actively seized of the matter, however, and recently sent a letter to government, in support of resuming the NSRP.

At this time, there is no new update as to the progress of its status of the NSRP.

How does Heritage Designation Align with the National Urban Park Initiative?  
 The National Urban Park Initiative Partner Table has identified the North Saskatchewan River as the preferred location for consideration of establishing a future National Urban Park in the Edmonton Region.

Attachment #1 - Page 40 of 40

Heritage River status could contribute to the storytelling and experiential learning available within a future National Urban Park by contributing to:

- Place-making and making space for equity deserving voices,
- Inter-jurisdictional cooperation, and
- Stewardship, and sustainable tourism and recreation planning.

How does the Smoky Lake Municipally Controlled Corporation (MCC) and its limited partnership, the Smoky Lake Tourism Corp., intend to grow the Smoky Lake Regional tourism economy? [Refer to Kyle Schole]

The MCC, established under the MGA, has entered into an association with the Smoky Lake Tourism Corp (SLTC), which is itself a limited partnership among the Town of Smoky Lake, Smoky Lake County, and the Metis Nation of Alberta through Metis Crossing Ventures.

Each of the three parties has invested \$600k, with the express intent of leveraging grants and investing in tourism product development across the Victoria District and wider region.

Will designation impact any existing City projects/strategic direction?  
 No. Existing City projects/strategic direction is not impacted by this project. Heritage Designation aligns with strategic direction recognizing the important role the river plays in terms of heritage/culture, recreation and environment. Designation will further promote the work undertaken by the City of Edmonton to champion the role of the North Saskatchewan River as a defining feature of the region.

Attachment #2 Page 1 of 20

**CANADIAN HERITAGE RIVERS SYSTEM**  
**Field Trip, Workshop Sessions, and AGM - September 19-21, 2023**  
 Algonquin Resort, St. Andrew's, New Brunswick

ATTENDEES (In-Person and Virtual)		
Jurisdiction	CHR Board Member	TPC Member
Northwest Territories	Shannon Trotter	Brian Johnston
Yukon	Michelle Swallow	Kelsey Stewart
Nunavut	Patrick Grallion (Vice-Chair Liaison)	Paula Hughson
British Columbia	Bob Austad	Volker Michelfelder
Alberta	John Tchir (Chair)	Long Fu
Saskatchewan	Trevor Finlay	Colette Schmalz
Manitoba	Olen Holmes	Ashleigh Hall
Ontario	Jason Travers (TPC liaison)	Pilar Manomone
New Brunswick	Colette Lemieux	Lesley Wilbur
Nova Scotia	Craig Smith	Helen Smith
Prince Edward Island	Kevin MacLaren	Vocont
Newfoundland and Labrador	Emily Thompson (member-at large)	Jeri Graham
Parks Canada	Christine Drake (PCA)	Stella Patena Susan Millar
Crown-Indigenous Relations and Northern Affairs Canada (CIRNA)	Marcus Bermann	
Other Parks Canada	Karin Smith Noemie Roy	
Guests	Kyle Schole, Jordan Ruegg, Scott Millar, and Leif Olson	

**WEDNESDAY, SEPTEMBER 20<sup>th</sup>, AFTERNOON SESSION - ANNUAL GENERAL MEETING**  
**LOCATION:** Shaughnessy Room, Algonquin Resort, St. Andrew's, New Brunswick

**Attachments:**

Annex 1_Final_2020-2030 Implementation Plan_April 2023	Annex 10_Ten-Year River Ten-Year Monitoring Report_Final
Annex 2_Updated_2020-2030 Implementation Plan_Sep 18	Annex 11_Ten-Year CHRS Report_Thames River 2023_Sep 14_Final
Annex 3_CHRS 2024_Meeting Minutes_Final	Annex 12_St Croix_10 Year Monitoring Report_2022-2023_Draft
Annex 4_Thames_10 Year Report_2020 to 2019_Final	Annex 13_Upper St Lawrence River Heritage Designation Information_Final
Annex 5_2023-04-17 South Nahanni 10-year report_FUS Approved	Annex 14_NSR CHRS Sept 20-2023 AGM Final
Annex 6_Kuijaga Soper River 20-year Monitoring Report Annex 7_North Sask River 2023 09 13	
Annex 8_Board Executive TPC Schedule 2024	
Annex 9_BOD Executive Schedule_2020 to 2030	

Information (I), Motion (M), Discussion (D)

Attachment #2 Page 2 of 20

Time	Description and Speakers	Lead
1:00 p.m.	1. Opening Remarks <ul style="list-style-type: none"> <li>Welcome from the CHRS Chair (I)</li> <li>Indigenous acknowledgement (I)</li> <li>Roll call / confirm quorum (I)</li> <li>Review and approval of Agenda (M)</li> <li>Approval of April 2022 Board Meeting Minutes (M) – Annex 3</li> </ul>	John Tchir
1:15 p.m.	2. Board of Directors (I) 3. TPC Committee Report (I) 4. CHRS Secretariat Report (I & D)	John Tchir Long Fu Karin Smith
1:35 p.m.	5. Ten-year monitoring reports and Twenty-year monitoring reports <ul style="list-style-type: none"> <li>Mattawa (I&amp;M) – Annex 3</li> <li>South Nahanni (I) – Annex 4</li> <li>Kuijaga-Soper (I&amp;M) – Annex 5</li> <li>French (I&amp;M) – Annex 10</li> <li>Thames (I&amp;M) – Annex 11</li> <li>St. Croix (I&amp;M) – Annex 12</li> </ul>	Pilar Manomone Karin Smith Paula Hughson Pilar Manomone Pilar Manomone Heal Berry
2:05 p.m.	6. North Saskatchewan River (I&D) – Annex 6 7. Upper St. Lawrence River (I) – Annex 13	Kyle Schole Pilar Manomone
2:30 p.m.	8. Health Break Bring your own coffee / snacks, refreshments are not provided	
2:50 p.m.	9. Election of 2023/2024 Board of Directors (M) – Annex 9	John Tchir
2:55 p.m.	9. 2024 Meeting Schedule (M) – Annex 8	John Tchir
3:00 p.m.	6. Discussion on Implementation Plan Updates (I & D) <ul style="list-style-type: none"> <li>Morning working session recap – Annex 1 and 2</li> <li>Next steps</li> </ul>	Long Fu Brian Johnson Karin Smith Noemie Roy Paula Hughson
3:45 p.m.	Other Business	
4:00 pm	10. Adjourn (M)	John Tchir

Attachment #1 Page 1 of 20

# North Saskatchewan River in Alberta, Heritage River Designation Document: a 'living strategy' Concept Plan

kisiskāciwani-sīpi Omaka-ty

Annual General Meeting of the Canadian Heritage Rivers Board  
 September 20, 2023 @ 2pm local, 11am Mountain Time.  
 Virtual, and In-person in New Brunswick, on the traditional unceded territory of the Wabigoon, Mi'kmaq and Peskotomuhkati peoples

Attachment #2 Page 4 of 20

## Introductions

Kyle Schole, Report Lead, Planning Sub-committee  
 Jordan Ruegg, MEd, Plan. Dev. Manager, Smoky Lake County  
 Scott Millar, Executive Director, North Saskatchewan Watershed Alliance (NSWA)  
 Leif Olson, PhD, Project Manager, North Saskatchewan Watershed Alliance (NSWA)

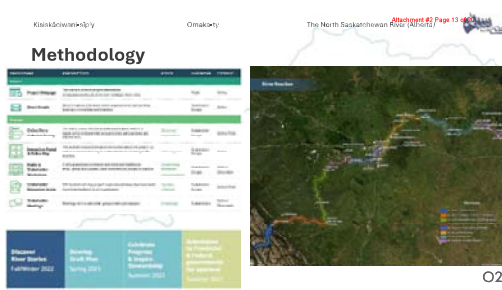
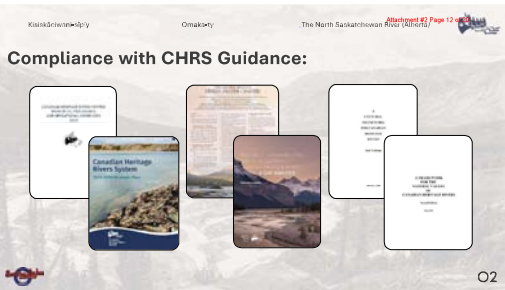
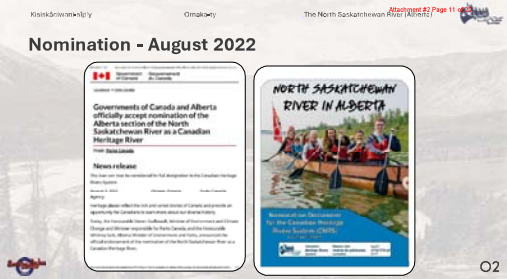
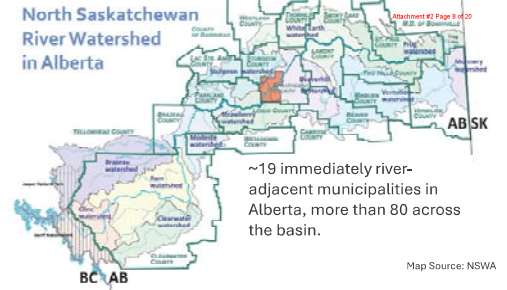
Live-Chat & In-person on-line, North Saskatchewan Watershed Alliance (NSWA) Board of Directors  
 President, Alberta Development Officers Association (ADOA)  
 Board of Directors, Edmonton Heritage Council (EHC)  
 Board of Directors, North Saskatchewan River Valley Conservation Society (NSRVS)

Attachment #1 Page 5 of 20

## Agenda:

- Acknowledgments
- kisiskāciwani-sīpi Designation
  - Context, Background, & Partnerships
  - Methodology
  - Strategic Framework & Initiatives
  - Implementation & Reporting
- Next Steps, Call to Action, Conclude
- Questions

<10 mins  
5 mins



Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #1 Page 15 of 15**

## What We Heard & Research Reports: Spring 2023

**KISKIKÉWANI-SIPYI (SWIFT-FLOWING RIVER)**

Heritage River Initiative Report

**kiskikéwani-sipiy (swift-flowing river)**

Heritage River Initiative Report

**North Saskatchewan River Heritage Research**

Research Report

Read them all here:

O2

Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #2 Page 16 of 16**

**North Saskatchewan River in Alberta, Heritage River Designation Document: A Heritage River Concept Plan**

Heritage River Initiative Report

**Omakáiy (the big river)**

Heritage River Initiative Report

O2

Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #2 Page 17 of 17**

## Strategic Framework

**VISION**  
Kiskikéwani-sipiy's diverse heritage values are recognized and elevated, strengthening living communities connected by the river's landscapes and history.

**PRINCIPLES**

- Recognition
- Respect
- Reconciliation
- Integrity
- Sustainability
- Industry Participation
- Collaboration & Partnerships

**GOALS & INITIATIVES**

- Culture
- Recreation/Tourism
- Nature
- Water Quality

**RESEARCH TO CANADIAN HERITAGE RIVER BOARD**

O2

Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #1 Page 18 of 18**

## Conclusion:

It's time for the NSR in AB to be designated as a Heritage River!

## Call to Action:

- Process with CHRB feedback and endorsement.

## Next Steps:

- Seek sign-off from Prov. & Fed. govts.
- Advance to implementation phase.
- Move forward in relationship with Indigenous communities.

O2

Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #2 Page 19 of 19**

## Thank you:

Including but not limited to:

- Long Mc, Resource Manager, Peace Unit, Environment and Protected Areas (CHRB Technical Sub-Committee Member)
- John Tahir, Director, Air and Watershed Resource Management Section, Environment and Protected Areas (CHRB Board Member, Alberta)
- Senator Paula Simons
- Billy Hildon, Author
- Mark Lund, Publishing Author
- Michael Mathias, Former Edmonton City Councillor
- Cory Orkko, Lake-Foremost CAO, Smoky Lake County
- Craig Lukasek, Former Mayor, Smoky Lake County
- Geoffrey Marshall, Deputy Reeve & Councillor, Clearwater County
- Paul Ann Rothwell, PhD, University of Alberta
- Bruce Minto, Clearwater River (AB) Designation Initiative
- Rogay Carpenter, former staff to Minister of Alberta Environment and Parks
- Scott Huser, Executive Director, NSWA
- Mary Ellen Shah, Sr. Watershed Planning and Project Coordinator, NSWA
- Raven Rasmussen, Watershed Planning Coordinator, NSWA
- David Hilly, Executive Director, Edmonton Heritage Council (EHC)
- Neville Archibald, Executive Director, River Valley Alliance (RVA)

Victoria District National Historic Site, River Lot 10, Smoky Lake County

O2

Kiskikéwani-sipiy Omakáiy The North Saskatchewan River (Alberta) **Attachment #2 Page 20 of 20**

## Questions?

**Kyle Schöle,**  
Planning Technician,  
Smoky Lake County  
c: 780.387.8410  
khschole@smoky.lacounty.ab.ca

**Scott Millar,**  
Executive Director,  
NSWA  
c: 780.387.8410  
smillar@nswa.ab.ca

**Jordan Ruegg,**  
P&D Manager,  
Smoky Lake County  
c: 780.387.8410  
jruegg@smoky.lacounty.ab.ca

**Leif Olson,**  
Sr. Open Space Planner,  
O2 Planning + Design  
c: 403.228.1836  
lo@o2planning.com

**Project Website:**

O2

**ATTACHMENT 3**

**Attachment 4 - Page 1 of 1**

**Attachment 5 - Page 1 of 1**

121187-10-10  
North Saskatchewan River in Alberta, Heritage River Designation Document: Taking strategy/Concept Plan  
kiskikéwani-sipiy (swift-flowing river)  
Omakáiy (the big river)

Canadian Heritage Rivers System

Réseau des rivières du patrimoine canadien

la CF A114/214/4/4/4/4

Final Revision of the Heritage River Designation Document and accompanying appendices which Council previously accepted (in principle) on June 29, 2023 (Motion 683-23) subject to further engagement and revisions:

- Appendix A – Maps Package
- Appendix B – Letters of Support
- Appendix C – pipikwan péhtákwan Indigenous Engagement Report
- Appendix D – O2 Public Engagement Report
- Appendix E – Expedition Management Tourism Report
- Appendix F – Know History Heritage Research
- Appendix G – Legislative/Jurisdictional Scan

<https://www.smoky.lacounty.ab.ca/nr-heritage-river-chrb-kiskikéwani-sipiy-heritage-river-concept-plan>

ALBERTA  
ENVIRONMENT AND PROTECTED AREAS  
Office of the Minister

121617

December 4, 2023

Reeve Bert Coym  
Seaside County  
7401, Township Road 494  
PO Box 77  
Dragon Valley AB T7A 1R1  
bcoym@seaside.ab.ca

Dear Reeve Coym:

Thank you for your letter about the North Saskatchewan River's proposed Canadian Heritage River designation.

I understand you discussed this matter with Mr. John Tahir, Director of Air and Watershed Stewardship, on August 29, 2023, including Seaside County's concerns about government overreach in the sectors of forestry, mining, and oil and gas. I assure you the Canadian Heritage River designation will not interfere with Seaside County's local decision-making authority related to these sectors.

The Government of Alberta had similar concerns, and determined the designation will not permit federal jurisdiction over these sectors. Ultimately, the designation is based on the cultural and recreational values of the North Saskatchewan River, and not on the natural values. In addition, if Alberta wants to see its participation in the Canadian Heritage River System, we have the authority to remove ourselves from the program at any time. I can also confirm my department has received correspondence from the sixteen other municipalities directly involved in the designation, conveying widespread support for the designation and agreement it will be beneficial for tourism and economic collaboration opportunities.

The Alberta government has taken steps to prevent the federal government from interfering with provincial jurisdiction by enacting the Alberta Sovereignty within a United Canada Act (available at [www.alberta.ca/sovereignty-act](https://www.alberta.ca/sovereignty-act)). More information on what this act entails is available at <https://www.alberta.ca/sovereignty-act>.

Should you wish to discuss this matter further, please contact Mr. Tahir in Rocky Mountain House at 403-848-0606, or at [john.tahir@gov.ab.ca](mailto:john.tahir@gov.ab.ca).

Thank you again for sharing your concerns.

Sincerely,

Rebecca Schulz  
Minister

cc: John Tahir, Environment and Protected Areas

ALBERTA  
ENVIRONMENT AND PROTECTED AREAS  
Office of the Minister

121687

RECEIVED  
DEC 05 2023  
SMOKY LAKE COUNTY

December 5, 2023

Mr. Patrick Grailion  
Chair  
Canadian Heritage Rivers Board  
[patrick.grailion@heritagerivers.gov.ab.ca](mailto:patrick.grailion@heritagerivers.gov.ab.ca)

Dear Mr. Grailion:

Thank you for your letter endorsing the designation of the North Saskatchewan River as a Canadian Heritage River.

The Government of Alberta supports this designation. The Government of Alberta understands that the designation is based on the cultural and recreational values of the North Saskatchewan River, and not on the natural values. The designation does not interfere with provincial and local jurisdiction or decision making authority. This letter signifies my approval and can be included with the attached designation document in the board's submission to the Honourable Stephen Quilley, Minister of Environment and Climate Change Canada.

Once Minister Quilley's approval is obtained, please contact Mr. Ryan Fournier, Press Secretary, to coordinate a news release issued on behalf of the governments of Alberta and Canada. Mr. Fournier can be reached in Edmonton, at 780-232-2213, or at [ryan.fournier@gov.ab.ca](mailto:ryan.fournier@gov.ab.ca).

Thank you again for writing.

Sincerely,

Rebecca Schulz  
Minister

Kyle Schole

**From:** Grallion, Patrick <PGrallion@gov.ab.ca>  
**Sent:** December 5, 2023 11:12 AM  
**To:** john.t.chr@gov.ab.ca; Thompson, Emily; Jason.Travers@ontario.ca; michelle\_swallow@gov.nt.ca; matous.bermann@rcamc-cimac.gc.ca; bob.wassil@gov.bc.ca; glenn.brown@gov.mb.ca; Smith, Craig; KIMCLAIREN@gov.pe.ca; Finlay, Trevor PCS; Shannon.Trott; shanie.collin@grb.ca; Long Fu; Hall, Ashleigh; Wilbur, Leley (DNRED/MRND); Graham, Jerr; Kelley Stewart; Hughson, Paula; Schmalz, Collette PCS; Misarome, Milan (MECP); Brian Johnston; Susan Miller; Smith, Hejen C; Michéjébé, Volker ENVEX; Stella Patena  
**Cc:** Miriam Padalky; Christine Drake; Karin Smith; Noemie Roy; Kyle Schole; Jordan Ruegg  
**Subject:** North Saskatchewan River designation update

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

Hello CHRIS board and TPC members,

Good news! Earlier today we received a letter from the Honourable Rebecca Schultz, Minister of Environment and Protected Areas for Alberta approving the designation of the North Saskatchewan River as a Canadian Heritage River.

The next step is seeking approval from the Honourable Steven Guilbeault, Minister of Environment and Climate Change Canada. Parks Canada will send an approval package and a letter of endorsement from CHRIS to Minister Guilbeault's office shortly and we will update the board and TPC once we have received a response, likely in the new year.

Congratulations to Smoky Lake County on all their hard work on this designation to date and thank you to everyone who helped with the review process along the way!



**Patrick Grallion**

<b>Ministre</b> Minister of Environment and Protected Areas gouvernement de l'Alberta government of Alberta	<b>Directeur</b> Regional Parks & Special Places gouvernement de l'Alberta government of Alberta	<b>Administrateur</b> Natural Heritage/Parcs & paysages gouvernement de l'Alberta government of Alberta	<b>Directeur</b> Parks & Parcs gouvernement de l'Alberta government of Alberta
----------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------

P.O. Box 27 1902 St. Athanasius 1948  
 403-292-3241  
 1-800-675-3751  
 #Alberta@Alberta.ca #TrackMyGov Alberta



# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # 7.4

Topic: Proposed Amended Policy Statement No. 01-53: Treaty 6 & Land Acknowledgement

Presented By: Planning & Development Services

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**Recommendation(s):** That Smoky Lake County Policy Statement 01-51 Treaty 6 & Land Acknowledgement be amended as per Attachment 1.

## Background:

- This Policy Statement was first adopted in May 2021.
- Blue/redline changes represent mostly housekeeping updates and added definitions to reflect:
  - recent changes for the Otipemisiwak [Oh-teh-pim-swak] Métis Government (formerly, the Métis Nation of Alberta or MNA), and
  - acknowledgment of the Confederacy of Treaty 6 First Nations, and
  - knowledge of traditional territory.
- December 4<sup>th</sup> Policy Committee Meeting, Motion 264-23: 'That the Smoky Lake County Policy Committee recommend Policy Statement No. 01-53-01: Treaty 6 & Land Acknowledgement, be brought to the next Council Meeting for consideration of amendment, as presented.' Carried.

**Benefits:** Policy is kept current, and reflective of Indigenous Relations.

**Disadvantages:** None.      **Alternatives:** Council Discretion.

**Financial Implications:** None.

**Legislation:** *Municipal Government Act* (Alberta).

**Intergovernmental:** Indigenous Relations; Confederacy of Treaty 6 First Nations, Metis Nation, and others.

**County Strategic Alignment:** Culture.

## Enclosure(s):

**Attachment 1. – proposed blue/redline changes Policy Statement 01-51 Treaty 6 & Land Acknowledgement.**

Reviewed by the Interim CAO:  on Date: December 5, 2023.

## SMOKY LAKE COUNTY



<b>Title: Treaty 6 and Indigenous Acknowledgement</b>	<b>Policy No: 53-042</b>
<b>Section: 01</b>	<b>Code: P-I</b>
	<b>Page No.: 1 of 3</b>

<b>Legislative Reference:</b>	Alberta Provincial Statutes and Statutes of Canada
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<b>Purpose:</b>	The purpose of this policy is to provide guidelines for <a href="#">recognition of Treaty 6 and Indigenous Acknowledgement peoples</a> .
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### Policy Statement and Guidelines:

#### 1. STATEMENT:

- 1.1 Smoky Lake County acknowledges that we are located on Treaty 6 territory and [Regions 1 and 2 of the homeland of the Métis Nation of Alberta](#). We benefit from calling this place home, and acknowledge the contributions of First Nations, the Métis Nation, and settlers from around the world in the County's founding and growth. We respect these histories, languages, and cultures, which continue to enrich our vibrant community.

#### 2. DEFINITIONS:

- 2.1 "**Constitution of Canada**" includes the *British North America Act, 1867*; the *Statute of Westminster, 1931* (to the extent that it applies to Canada); the *Constitution Act, 1982*; any amendments to these acts; and the acts and orders that brought new provinces and territories into the Canadian federation. The Constitution is Canada's supreme law, overriding any other laws that are inconsistent with it.
- 2.2 "**Treaty Six**" was signed by Crown representatives and Cree, Assiniboine, and Ojibwa leaders on 23 August 1876 at Fort Carlton, Saskatchewan, and on 9 September 1876 at Fort Pitt, Saskatchewan, with subsequent adhesions. The treaty boundaries generally extend across central portions of present-day Alberta and Saskatchewan.
- 2.3 "**Aboriginal**" refers to the first inhabitants of the land we now call Canada. "Aboriginal" was popularized due to its use in the 1982 Constitution Act, but more recently has been replaced as the most respectful option by "Indigenous."
- 2.4 "**Doctrine of Discovery**" means a belief that "discovering" nations legalized conquest, the appropriation of land, and the annihilation of cultures. Beginning in the mid-fifteenth century, the Doctrine of Discovery became the basis of colonization by Spain, Portugal, and England of many lands including North America. It provided the basis of agreements between competing European nations for land not yet inhabited by them, identifying such lands as free for the taking.<sup>1</sup>
- 2.5 "**First Nations**" is a term used to describe Aboriginal peoples of Canada who are ethnically neither Métis nor Inuit.<sup>2</sup>
- 2.6 "**Indigenous**": A synonym for "Aboriginal." The term "Indigenous" is more commonly used by global organizations, such as the UN, "to refer to peoples with histories of settlement and connection to specific lands who have been adversely affected by industrialism, displacement, and settlement of their traditional territories by others."<sup>3</sup>



<b>Title: Treaty 6 and Indigenous Acknowledgement</b>	<b>Policy No: 53-01</b>
<b>Section: 01</b>	<b>Code: P-I</b>
	<b>Page No.: 2 of 3</b>

**Policy Statement and Guidelines:**

- 2.7 **“Indian”** is now generally understood to be antiquated but is still included in the Constitution Act. This word should not be used by non-Indigenous people. It has been replaced by the term “First Nations.”<sup>4</sup>
- 2.8 **“Inuit”** means an Indigenous People living primarily in northern Canada.
- 2.9 **“Metis”** means a distinct Indigenous People with their own unique culture, traditions, language, way of life, and nationhood. They are differentiated from First Nations due to the specific nature of their history and subsequent identity.
- 2.10 **“Otipemisiwak Métis Government”** means the self-government of the Métis Nation within Alberta, formerly known as the Métis Nation of Alberta (MNA). Otipemisiwak [Oh-teh-pim-swak] is a Plains Cree word that means “the people who own themselves.”
- 2.11 **“Confederacy of Treaty Six First Nations”** was created with the purpose of serving as the United Political voice for those member Treaty Nations who are signatories of Treaty No. 6 for the continued protection of the fundamental Treaty, Inherent and Human Rights of the Treaty peoples of those Nations.
- 2.12 **“Traditional Territory”** means the ancestral and contemporary connections of Indigenous peoples to a geographical area. Territories may be defined by kinship ties, occupation, seasonal travel routes, trade networks, management of resources, and cultural and linguistic connections to place.
- 2.13 **“Terra Nullius”** means land that is legally deemed to be unoccupied or uninhabited. In Latin it literally means “land belonging to no one.”

<sup>1</sup> United Church of Canada, “Doctrine of Discovery,” accessed February 23, 2021, <https://united-church.ca/socialaction/justice-initiatives/reconciliation-and-indigenous-justice/doctrine-discovery>

<sup>2</sup> Indigenous Foundations, “Terminology,” accessed February 23, 2021, <https://indigenousfoundations.arts.ubc.ca/terminology/>

<sup>3</sup> Indigenous Foundations, “Terminology.”

<sup>4</sup> Indigenous Foundations, “Terminology.”

<sup>5</sup> Oxford Lexico, “terra nullius,” accessed February 23, 2021, <https://en.oxforddictionaries.com/definition/terranullius>

**3. GUIDELINES**

- 3.1 Smoky Lake County will seek to cultivate good and positive relations, and increased understanding with Indigenous communities and peoples, [growing together in relationship and Treaty spirit](#).
- 3.2 The Treaty 6 (left) and Métis Nation (right) flags shall be permanently placed alongside the flags of the Smoky Lake County, the Province of Alberta, and the Canadian Flag, in the Smoky Lake County Council Chambers.

<b>Title: Treaty 6 and Indigenous Acknowledgement</b>	<b>Policy No: 53-01</b>
<b>Section: 01</b>	<b>Code: P-I</b>
	<b>Page No.: 3 of 3</b>

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**Policy Statement and Guidelines:**



- 3.3 Following each municipal election, the Council Orientation will include information about the significance of Treaty 6 and Indigenous communities.
- 3.4 The County will maintain a page on its municipal website acknowledging Treaty 6, and the Smoky Lake placename.

3.5 At the commencement of meetings or official business, the chairperson may choose to incorporate a land acknowledgement which would be intended to ground the participants and 'begin in a good way.'

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**4. PLACE NAME:**

- 4.1 Harrison, Tracey., Place names of Alberta, Volume II, Central Alberta (1996). offers the following entry for Smoky Lake (the lake, proper):

*"Approximately 10 km west of Smoky Lake. The name for this lake is a translation of the Cree name kaskapatau sakahigan. According to legend, Smoky Lake was named by the [First Nations] for a smoke-like vapour which rose from the lake, obscuring the opposite shore. Alexander Henry the younger, in his journal date 10 July 1810, mentions this feature as "Lac qui Fume," or "the lake who smokes.""*

**4.2 Translations:**

Cree	ᑭᓴᑭᓱ ᓴᑭᓴᑭᓴᑭᓴ (kaskapatau sakahigan)
Ukrainian	Озеро Димне (Ozero Dymne)
French	Lac qui Fume
English	Smoky Lake

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**4.3 Statement:**

**ᑭᓴᑭᓱ ᓴᑭᓴᑭᓴᑭᓴ (kaskapatau sakahigan) / Озеро Димне (Ozero Dymne) / Lac qui Fume / Smoky Lake, Located on Treaty 6 Territory, and Homeland of the Métis Nation**

	Date	Resolution Number
Approved	May 27, 2021	# 780 - Page # 14673
Amended	XXXXXXXXXX	
Amended		
Amended		



# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # 7.5

Topic: Unbudgeted Capital Expense –Heritage Resource Designation Signage

Presented By: Planning & Development Services

---

## Recommendation(s):

**That Smoky Lake County Council approve the unbudgeted capital expense in the amount of \$5,031.86, for the purchase of Heritage Resource Designation signage, as the amount required to purchase these signs exceeds the \$15,000.00 allotted to this expense in the 2023 Smoky Lake County Capital Budget.**

## Background:

The Planning and Development Manager requested, and was approved by Council, for a total of \$15,000.00 for the purchase of Heritage Resource Designation signage, in the 2023 Capital Budget. Due to various factors, including inflation, project management and delivery costs, the total amount for the Heritage Resource Designation signage is \$22,563.40. Of this amount, the Village of Waskatenau was responsible for \$2,531.54, bringing the total amount payable by the County to \$20,031.86, or \$5,031.86 over the \$15,000.00 allotted in the 2023 Capital Budget. A copy of the invoice for the Heritage Resource Designation signage is attached for reference.

## ©Enclosure #1

**Benefits:** Provides signage informing the public, visitors and tourists of locations of significant local historic interest.

**Disadvantages:** Additional costs incurred that were not accounted for in the 2023 Capital Budget.

**Alternatives:** Nil.

**Financial Implications:** Additional capital costs of \$5,031.86.

**Legislation:** N/A

**Intergovernmental:** N/A

**Strategic Alignment:** N/A

## Enclosure(s):

1. Behrends Invoice #231269

Signature of the CAO: \_\_\_\_\_



# Request for Decision (RFD)

Enclosure #1



**Behrends**  
 2207 91 Avenue  
 Edmonton, AB T6P 1L1  
 Ph: (780) 464-5177  
 FAX: (780) 467-6516  
 Web: <http://www.behrendsgroup.com>

**Invoice #: 231269**

Order Created: 6/25/2023 11:31:42AM

Sale Date: 8/17/2023 11:29:05AM

PO #: Jordan Ruegg

Page 1 of 2

Sale Date: 8/17/2023 11:29:05AM		Account No.: 7965	
<b>Billed To:</b>	Smoky Lake County	<b>Salesperson:</b>	Karen Fraser
<b>Contact:</b>	Kyle Schole	<b>Email:</b>	karen@behrendsgroup.com
<b>Address:</b>	Box 310 Smoky Lake, AB T0A 3C0	<b>Office Phone:</b>	(587) 881-0892
<b>Email:</b>	kschole@smokylakecounty.ab.ca	<b>Office Fax:</b>	(780) 467-6516
<b>Office Phone:</b>	(780) 656-3730		

**Description:** CHPL Heritage Panels - Village of Waskatenau/Victoria Trail / Ferry Crossings/1-Bronze Plaque Apedaile Homestead (3) Inground Stands (1) Post for Bell Cap Plaque

	Quantity	Subtotal
<b>1</b> <b>Product:</b> CHPL <b>Description:</b> 36 H X 48 W : 1/2" Exterior Panel Single Sided  Matte Finish - Exterior  6) 1/4" Threaded Holes per panel,  Mount panels to stands  CHPL Color Sample 8" x 10" images cropped from full-sized panel layouts.  • 3 Ea.,	3.00	\$13,839.21
<b>2</b> <b>Product:</b> Cast Plaques Plus - Bronze <b>Description:</b> Bronze Plaque - Size to be confirmed  QUANTITY: 1 STYLE: 500 - Special Design MATERIAL: Bronze SIZE: 24 in (W) x 32 in (H) SIDE(S): Single Sided THICKNESS: 0.625 in SKIRT: 0.250" (6 mm) FACE FINISH: Horizontal  EDGE FINISH: Brushed  BACKGROUND: PLE03 COLOR 1: 0070 Heritage MOUNT: Custom (see drawing) TO READ: Customer to supply	1.00	\$5,969.74
<b>3</b> <b>Product:</b> Design and Project Management <b>Description:</b> Village of Waskatenau (4 hr Vectorize Time, + 1 hr revision time)	1.00	\$450.00

Print Date: 8/17/2023

Tax ID:895573434



# Request for Decision (RFD)



**Behrends**  
 2207 91 Avenue  
 Edmonton, AB T6P 1L1  
 Ph: (780) 464-5177  
 FAX: (780) 467-6516  
 Web: <http://www.behrendsgroup.com>

**Invoice #: 231269**

Order Created: 6/25/2023 11:31:42AM

Sale Date: 8/17/2023 11:29:05AM

**PO #: Jordan Ruegg**

Page 2 of 2

<b>4</b>	<b>Product:</b> Design and Project Management	1.00	<b>\$850.00</b>
	<b>Description:</b> The Ferry Crossing Map on page 1 and the Victorial Trail Map on Page 2 are one's that we'd like better vector-based files. They'd also be good candidates to remake on our end. The first map about 2.0 hours to remake... but the Alberta/Sask/Manitoba one would take about a day to remake from their supplied source. So that would be about 10 extra design time hours Extra cost is \$850.00.		
<b>5</b>	<b>Product:</b> Design and Project Management	1.00	<b>\$50.00</b>
	<b>Description:</b> Revision 06 (Extra Design Costs)  We allow the initial design REV00 and two revisions REV01, REV02  We allowed 3 extra revisions at no extra cost to you REV03, REV04, REV05		
<b>6</b>	<b>Product:</b> Shipping	1.00	<b>\$330.00</b>
	<b>Description:</b> Behrends • 1 Package(s) via Behrends		

(Old) GL:1-2-221-74-04.  
**APPROVED**  
 Aug 21st 2023  
 Pat Jordan

**Make cheques payable to Behrends Bronze Inc. 2207 91 Avenue, Edmonton, AB T6P 1L1**

	<b>Order Subtotal:</b>	\$21,488.95
Customer Tax ID:	<b>Total Taxes:</b>	\$1,074.45
	<b>Total (\$CDN):</b>	\$22,563.40
	<b>Order Balance:</b>	\$22,563.40

Payment Terms: Net 30; Balance due in 30 days.

Print Date: 8/17/2023

Tax ID:895573434



# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # 7.6

Topic: 2024 Natural Gas Budget

Presented By: Brenda Adamson, Finance Manger

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**Recommendation:**

1. That Smoky Lake County adopt the 2024 Natural Gas System Operating Budget: total revenue in the amount of \$3,025,220 and expenditures in the amount of \$3,220,220 (including amortization)
2. That Smoky Lake County adopt the 2024 Natural Gas System Capital Budget; total revenue in the amount of \$267,000 and expenditures in the amount of \$317,000

**Background:**

Attached is the proposed 2024 Natural Gas budget.

Sales revenue and gross margin are predicted using a 5-year average. The 2024 budget reflects the removal of the CNG Program

**Benefits:**

- The budget reflects the same level of services offered in 2023.
- Expenses have been reviewed line by line and where possible, savings and cuts in spending were identified.

**Disadvantages:**

- No contingency is provided in case of a major leak.
- If the winter remains mild, usage will be lower resulting in lower profits to cover costs.

**Alternatives:**

- Changes can be made as requested

**Financial Implications:**

Operating Revenue	\$3,025,220
Operating Expenses	\$3,220,220
Less amortization	<u>(245,000)</u>
Net Expenses	\$2,975,220
<b>Total Operating Revenue</b>	<b>\$50,000</b>
Capital Revenue	\$267,000
Capital Expenses	<u>\$317,000</u>
<b>Total Capital deficit</b>	<b>-\$50,000</b>

**Legislation:**

n/a

**Intergovernmental:**

n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

none

Signature of the CAO: \_\_\_\_\_

SMOKY LAKE COUNTY

Natural Gas

Budget to Actual Report

	YTD ACTUAL Period 9	YTD BUDGET 2023	BUDGET 2024	Change %	Notes
<b>OPERATING REVENUE</b>					
<b>Taxes</b>					
<b>Other Income</b>					
Penalties	\$17,498	\$6,000	\$10,000	66.67%	
User Fees and Sales of Goods	1,765,920	2,988,520	2,970,620	(0.60%)	based on 5 year averages
Investment Income		20,000	35,000	75.00%	
Licenses and Permits	4,920		9,600	#DIV/0!	
<b>Grants</b>					
<b>TOTAL OPERATING REVENUE</b>	<b>1,788,338</b>	<b>3,014,520</b>	<b>3,025,220</b>	<b>0.35%</b>	
<b>OPERATING EXPENSES</b>					
<b>Salaries, Wages, and Benefits</b>					
Salaries & Wages	573,379	885,350	835,550	(5.62%)	Administration, 1 Manager, 4 operators with some overlap due to retirement
Benefits	130,671	194,776	198,358	1.84%	
<b>Contracted and General Services</b>					
Mileage	1,332	3,500	3,000	(14.29%)	
Meals and Lodgings	10,992	19,500	18,500	(5.13%)	
Membership & Conference Fees	9,510	36,000	38,000	5.56%	Federation of Gas AB membership
Freight, Express, Postage	9,522	12,600	12,600	0.00%	
Telephone & Communication	12,471	23,490	20,400	(13.15%)	
Training	4,378	9,500	7,000	(26.32%)	
Advertising, Printing, Subscriptions	5,062	2,500	2,500	0.00%	
Accounting & Auditing	14,729	17,000	16,000	(5.88%)	
Legal Fees		1,000	1,000	0.00%	
Engineering Fees	3,496	7,500	7,500	0.00%	
Other Consulting	972	1,200	1,200	0.00%	
Computer Programing	9,680	20,000	30,000	50.00%	
Insurance	25,136	39,000	35,000	(10.26%)	
Other Services	23,699	50,850	51,750	1.77%	Line walk \$35,000
<b>Materials, Goods, and Utilities</b>					
Office/Food/Janitorial Supplies	9,317	19,600	18,200	(7.14%)	
Fuel/Parts/ Etc	61,344	97,000	95,500	(1.55%)	
Gravel			0		
Computer Supplies	506	4,500	19,000	322.22%	Allocation of County IT supplies
Utilities	8,411	11,620	12,120	4.30%	Allocation of County utilities
Employee Recognition		3,000	2,000	(33.33%)	
Other General Supplies	1,015,960	1,368,034	1,550,042	13.30%	Purchase gas, pipes, meters, etc.
<b>Write Offs</b>	<b>131</b>	<b>2,000</b>	<b>0</b>	<b>(100.00%)</b>	
<b>Amortization</b>		<b>245,000</b>	<b>245,000</b>	<b>0.00%</b>	
	1,930,698	3,074,520	3,220,220	4.74%	
<b>Total Operations</b>	<b>-142,360</b>	<b>-60,000</b>	<b>-195,000</b>	<b>225.00%</b>	
<b>Capital Funding</b>					
Sale of Capital Assets		10,000	0	(100.00%)	
Provincial Capital Grants			0	#DIV/0!	
Transfer from Reserve		105,500	267,000	153.08%	
<b>Capital Funding</b>		<b>115,500</b>	<b>267,000</b>	<b>100.00%</b>	
<b>Capital Expenses</b>					
Buildings & Land		140,000	140,000	0.00%	
Transfer to Reserve		50,000	50,000	0.00%	
Equipment		22,000	60,000	172.73%	
Vehicles	73,670	73,500	67,000	(8.84%)	
	73,670	285,500	317,000	74.20%	
<b>Total Capital</b>	<b>-73,670</b>	<b>-170,000</b>	<b>-50,000</b>	<b>56.66%</b>	
<b>Net Profit/Loss</b>	<b>-216,030</b>	<b>-230,000</b>	<b>-245,000</b>	<b>(16.02%)</b>	
<b>Remove Amortization</b>		<b>245,000</b>	<b>245,000</b>	<b>100.00%</b>	
<b>Adjusted Surplus (Deficit)</b>	<b>-216,030</b>	<b>15,000</b>	<b>-0</b>		



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** # 7.7

**Topic:** FCSS Applications

**Presented By:** Brenda/Finance

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**Recommendation:**

**That Smoky Lake County approve to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy NO. 08-17-01: Family and Community Support Services (FCSS) grant as follows:**  
**\$2,500.00 to Smoky Lake Holubka Dancers for parent volunteer appreciation**

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**Background:**

This request is for 2024. The Smoky Lake Holubka Dancers would like to cover the costs for the parent volunteers to attend Malanka. This is their way of encouraging volunteerism within the club. They have asked for \$2,500.00. There are 35 families in the club. They are asking for funding approximately 70 parents (35 families). The cost per person is \$50.00. The club would like to cover the cost for 50 volunteers.

**Benefits:**

These programs will keep community members engaged and encourage volunteering

**Disadvantages:**

none

**Alternatives:**

Approve a different amount or nothing.

**Financial Implications:**

The funds to grant out in 2024 are \$24,377

**Legislation:**

The funds granted are from the FCSS grant under the Family and Community support Services Act. Smoky Lake County Policy 08-17-01 provides the guidelines for granting funds.

**Intergovernmental:**

n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

A: Smoky Lake Holubka Dancers Application

**Signature of the CAO:** \_\_\_\_\_



SCHEDULE "A"

SMOKY LAKE COUNTY – FCSS GRANT APPLICATION

LEGAL REGISTERED NAME OF ORGANIZATION: Smoky Lake Hockey Arena

ADDRESS: Box 852 Smoky Lake AB T0A 3C0  
Box City or Town Postal Code

PHONE #: 780-656-2586 FAX #: \_\_\_\_\_

CONTACT PERSON: Angela Semenuk EMAIL: arsemenuk@mc.net.ca

▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY

- 1. Is your organization registered as a not-for-profit entity?  Yes  No
- 2. Does your organization operate within Smoky Lake County region?  Yes  No

3. Project Description (Include amount requested)

We are reducing the cost of our Maldenka ticket for the parents in our club as a volunteer appreciation. we would like 2500 to put towards a reduction in ticket prices.

4. What is the target group or population you wish to reach with this program?

- Infants/Toddlers – 0-3 years
- Preschoolers – 3-5 years
- Children 5-12 years
- Youth 12-18 years
- Adults
- Seniors
- Families
- Community

5. Please select the main strategic social direction of the program.

- Help people develop independence, strengthen coping skills, and become more resistance to crisis
- Help people develop an awareness of social needs.
- Help people develop interpersonal and group skills which enhance constructive relationships among people.
- Help people and communities assume responsibility for decisions and actions which affect them.
- Provide support that helps sustain people as active members of the community.

6. Please select the main strategic social outcome the program will attain.

- Individuals experience personal well being
- Individuals are connected with others
- Children and youth develop positively
- Healthy functioning within families
- Families have social supports
- The community is connected and engaged
- Community social issues are identified and addressed

7. Will the program be carried out by staff or volunteers? volunteers

8. What indicators of success will you use? How will you know the program has been successful? What is your outcome statement? our club runs on volunteers and by reducing the cost of a mandatory ticket it shows the parents we see what they do for the clubs.

9. What measurement tool will you use to measure success? (survey, interview, documentation review, observation, focus group, or case studies)

observation

I declare that

- ✓ I am a duly authorized representative having legal, financial, and /or executive signing authority for the above noted organization.
- ✓ The project will benefit the general community and not specific individuals/families..
- ✓ A final budget report indicating the project's expenses and revenues will be provided to the County no later than 60 days after the grant year end (December 31).
- ✓ A final evaluation form will be provided to the County no later than 60 days from the stated completion date.
- ✓ Any unused funding will be returned to Smoky Lake County.
- ✓ Any changes to the project including extensions must have written approval from the County.

Name: Angela Semenuk

Signature: 

Position: vice president

Date: Dec 4/23



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** # 7.8

**Topic:** November Requests for Donations/Sponsorships

**Presented By:** Brenda Adamson, Finance

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## Recommendations:

**1 That Smoky Lake County sponsor 2 curling rock handles for the Smoky Lake Curling Club in the amount of \$250.00 each for a total sponsorship of \$500.00.**

**2 That Smoky Lake County donate promotional items to the Community Planning Association of Alberta (CPAA) conference**

---

## Background:

We have received two requests for sponsorships for this meeting. The Grants to Individuals and Organizations budget has been overspent by \$10,636.64.

**Request #1:** Smoky Lake Curling Club is seeking sponsorship for the purchase of new curling rink handles. Smoky Lake County can purchase rock handles with Smoky Lake County engraved on it for \$125.00 each. This is advertising and could be purchased out of the administration advertising budget.

**Request #2:** the Community Planning Association of Alberta is seeking sponsorship for its 2024 conference. The options range from the donation of items for the silent auction, or \$1,000-\$4,000 cash. Traditionally, the Planning department takes some items for door prizes or the auction.

## Benefits:

## Disadvantages:

## Alternatives:

## Financial Implications:

The budget for grants and organizations has been oversubscribed, however there are unspent funds under advertising.

## Legislation:

n/a

## Intergovernmental:

n/a

## Strategic Alignment:

n/a

## Enclosure(s):

1. Letter from Scott Franchuk, Smoky Lake Curling Association
2. Sponsorship form from CPAA

**Signature of the CAO:** \_\_\_\_\_

# Smoky Lake

CURLING CLUB

Box 164  
Smoky Lake, AB  
T0A 3C0



November 14, 2023

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



Re: Curling Rock Sponsorship.

Dear Council,

Smoky Lake Curling Club is a non-profit recreation and social organization serving the curling community. We are dedicated in providing a superior curling experience and facility for all ages. The Curling Club is seeking sponsorship as a fundraising initiative towards the purchase of new curling rock handles.

As a rock handle sponsor, you will have the opportunity to have your name or your business name engraved on a rock handle signalling to all any future curlers your commitment to supporting the Smoky Lake Curling Club. This fundraising initiative is to replace our current rock handles that were purchased in 1994, which followed the same fundraising format. Individuals rock handles can be sponsored in the amount of \$125.00 each. The Curling Club's goal is to achieve purchasing 48 new rock handles with a maximum of 6 rocks per sponsorship.

We would like to secure all rock sponsorship by December 1, 2023 so that the rock handles can be ordered, engraved, and installed over the Christmas Holidays prior to the start of the new year.

We want to thank you in advance for your sponsorship in taking pride for 60 years of curling history in the community, your donation help build a rock solid future. Support your club and leave your mark!

Sincerely,

Scott Franchuk  
Smoky Lake Curling Association President

If you would like to sponsor a rock handle, fill out the information below and return it to Meaghan or myself at the County office.

.....cut along the dotted line and provide bottom portion to customer .....

<p>Name: _____ <small>(print name)</small></p> <p>Contact Phone Number: _____</p> <p>Number of rock handles: _____ x \$125.00 = _____</p> <p>Inscription Text: _____ _____</p>	
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

Please make cheques payable to Smoky Lake Curling Association

# 2024 CPAA CONFERENCE SPONSOR PACKAGE



Collaborating for  
Vibrant Communities

April 29 – May 1, 2024  
Red Deer Resort and Casino

## DIAMOND \$4,000      PREMIER DIAMOND Save! 3 years = \$9,500

There is only one sponsor in this category. The Diamond sponsor shall be recognized as the *Principal Sponsor* in all conference materials, including prominent locations, website / social media, and in all promotional materials (eg: banners, programs). A sponsor representative will be invited to speak as part of conference welcoming and closing remarks.

### **BENEFITS**

Three (3) free registrations for Conference (Value: \$1950)\*

Two (2) free registrations for Education Session (Value: \$400)\*

- One (1) prominent exhibitor space (Value: \$300)\*
- Primary sponsor logo placement and in all conference materials
- Sole sponsor for Keynote Speaker
- Primary recognition through prominent on-site signage

## PLATINUM \$3,000

Sole Sponsor for one activity

- |                                            |                                             |
|--------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Education Session | <input type="checkbox"/> Conference Banquet |
| <input type="checkbox"/> Silent Auction    | <input type="checkbox"/> Welcome Reception  |

### **BENEFITS**

Two (2) free registration for Conference (Value: \$1300)\*

One (1) free registration for Education Session (Value: \$200)\*

- One (1) free exhibitor space (Value: \$300)
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

## GOLD \$2,000

Sole Sponsor for one activity

- |                                             |                                                |
|---------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> Banquet Beverages  | <input type="checkbox"/> Banquet Entertainment |
| <input type="checkbox"/> Plenary Session    | <input type="checkbox"/> Student Participation |
| <input type="checkbox"/> Refreshment breaks |                                                |

### **BENEFITS**

- One (1) free registration for Conference (Value: \$650)\*
- One (1) free registration for Education Session (Value: \$200)\*
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

## SILVER \$1,500

Sole Sponsor for one activity.

- |                                                  |                                                   |
|--------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> AGM                     | <input type="checkbox"/> Concurrent Session (Two) |
| <input type="checkbox"/> Education Session Lunch | <input type="checkbox"/> Breakfast, choose one    |

### **BENEFITS**

- One (1) free registration for Conference (Value: \$650)\*
- Logo placement and listing in conference program
- Recognition through prominent on-site signage

## BRONZE \$1,000

Sole Sponsor for one activity.

- |                                                                 |
|-----------------------------------------------------------------|
| <input type="checkbox"/> Concurrent Session (up to 12 sessions) |
| <input type="checkbox"/> Conference Program                     |

### **BENEFITS**

- Logo placement and listing in conference program.
- Recognition on the on-site signage

## In-Kind Contribution (less than \$750)

May include financial or in-kind contribution which supports the annual CPAA silent auction hosted at the conference banquet. The CPAA silent auction raises funds directly for student scholarships to pursue and advance education and a career in planning. Contributing sponsors supporting the silent auction and student scholarships are listed in the conference program.

\*Conference Registration includes all conference meals.

\*Education Session Registration includes all education session meals.  
GST NOT APPLICABLE



COMMUNITY PLANNING  
ASSOCIATION of ALBERTA

600, 900 – 6TH AVENUE SW, CALGARY, ALBERTA T2P 3K2 PHONE: (780) 432.6387 E-MAIL: CPAA@CPAA.BIZ WWW.CPAA.BIZ



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** # 7.9

**Topic:** Tax agreement

**Presented By:** Brenda Adamson, Finance manager

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**Recommendation:**

**Motion#1:** That Smoky Lake County execute a Tax Agreement for Property Tax Roll Number 22010105, legally described as Plan 1955CLm Block 1, Lot 5&6 with a total monthly payment in the amount of \$320.00 per month effective December 1 1, 2023 for thirty-six (36) consecutive months, as per Policy Statement No. 12-01-01: Tax Agreement.

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**Background:**

Smoky Lake County has Policy 12-01-01 Tax Agreement to allow a landowner to request a tax agreement for payment of outstanding taxes. Tax roll 22010105 has \$7,155.36 of tax arrears and would be scheduled for tax sale. The owners have agreed to the terms as per policy and will pay \$320 per month for 36 months. They have already submitted a payment for December 1, 2023. This will pay the outstanding taxes plus estimated future taxes.

**Benefits:**

Adheres to legislation. Allows the owner to avoid losing the property. Eliminates the cost to get legal involved to assist with eviction.

**Disadvantages:**

n/a

**Alternatives:**

Deny the agreement, take legal action to evict and proceed to auction.

**Financial Implications:**

n/a

**Legislation:**

*Offer of parcel for sale*

*418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid. (2) Unless subsection (4) applies, the public auction must be held in the period beginning on the date referred to in section 417(2)(a) and ending on March 31 of the year immediately following that date. (3) Subsection (1) does not apply to a parcel in respect of which the municipality has started an action under section 411(2) to recover the tax arrears before the date of the public auction. (4) The municipality may enter into an agreement with the owner of a parcel of land shown on its tax arrears list providing for the payment of the tax arrears over a period not exceeding 3 years, and in that event the parcel need not be offered for sale under subsection (1) until (a) the agreement has expired, or (b) the owner of the parcel breaches the agreement, whichever occurs first.*

**Intergovernmental:**

N/A

**Strategic Alignment:**

**Enclosure(s):**

1. Policy 12-01 Tax Agreement
2. Agreement for Plan 1955CL Block 1 Lots 5 & 6 (roll 22010105)

**Signature of the CAO:** \_\_\_\_\_



# TAX AGREEMENT

MEMORANDUM OF AGREEMENT made in duplicate this 30 day of NOVEMBER, 2023;

BETWEEN:

**SMOKY LAKE COUNTY**  
Box 310, Smoky Lake, Alberta T0A 3C0  
Phone: (780) 656-3730  
a Municipal Corporation in the Province of Alberta  
(hereinafter referred to as the "County")

OF THE FIRST PART

- AND -

Address:



Phone: (780) 967-5863 or (780) 825  
(hereinafter referred to as the "Landowner")

OF THE SECOND PART

WHEREAS the Landowner is the owner of the parcel legally described as:

LOT 516, BLK 1, PL 1955CL (ROLL 22010105)  
(hereinafter referred to as the "Lands" and,

WHEREAS the Landowner acknowledges that the Lands are in tax arrears, as property taxes have not been paid since AUG 1, 2019, and are subject to tax recovery proceedings;  
(insert date)

and,

WHEREAS, the Landowner wishes to enter into an agreement to provide for the timely payment of all tax arrears and any taxes that will be levied during the term of this Agreement; and,

WHEREAS, the Municipality is agreeable to entering into such an agreement, pursuant to Section 418(4) of the *Municipal Government Act*;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the mutual terms, covenants, and conditions herein, the parties hereto agree as follows:

**1. TERM OF THIS AGREEMENT**

The term of this Agreement shall be from DECEMBER 1, 2023 to NOVEMBER 1, 2026. (NOTE: The term of the agreement can not exceed three years.)

## 2. METHOD OF PAYMENT

- 2.1 Payment shall be made as calculated within “**Schedule A**”, hereto attached and forming part of this Agreement.
- 2.2 Payment shall be received on the 1<sup>st</sup> day of each month beginning on the 1 day of DECEMBER, 2023.
- 2.3 The Landowner hereby acknowledges and agrees that if he fails to make payment in accordance with 2(a) above, unless prior written waiver is provided by Smoky Lake County, during the term of this Agreement, this Agreement shall be null and void, and Smoky Lake County shall be entitled to proceed with tax recovery actions in accordance with the *Municipal Government Act*.
- 2.4 Should the Landowner sell the lands at any time during the term of this Agreement, all tax arrears, penalties, and costs to which Smoky Lake County is entitled under Division 8 of Part 10 of the *Municipal Government Act* shall immediately become due and payable.

## 3. MUNICIPAL RESPONSIBILITIES

- 3.1 Smoky Lake County agrees that it shall not pursue tax recovery proceedings relating to the property while this Agreement is in effect.
- 3.2 Smoky Lake County further agrees that upon full payment of all arrears that tax recovery notification shall be removed within thirty (30) days of funds being deposited with Smoky Lake County; and this Agreement shall therefore be terminated.

## 4. GENERAL

- 4.1 This Agreement shall inure to the benefit of and be binding upon the parties hereto and, except as hereinafter may otherwise be provided, upon their executors, administrators, successors and assigns, if any.
- 4.2 This Agreement shall be interpreted and governed in accordance with the laws of the Province of Alberta and the forum of all disputes arising from this Agreement shall be the Courts of the Province of Alberta.
- 4.3 All terms, conditions and covenants within this Agreement shall be severable. Should any term, condition, or covenant herein be declared invalid or unenforceable by any court having the jurisdiction of this Agreement shall not be thereby affected and shall remain in full force and effect.
- 4.4 This Agreement may be registered as a caveat against the Lands.



Section 12

5. TERMINATION

This Agreement shall come to an end:

- 5.1 If the Landowner fails to make a payment contemplated by the Agreement on the date it is required.
- 5.2 If the Landowner files for, or is placed in, bankruptcy.
- 5.3 Some other party takes legal proceedings in respect of the Property.

Upon termination, the full amount of the outstanding taxes (including interest) is immediately payable to Smoky Lake County.

6. REPRESENTATIVES

For the purpose of this Agreement, the following named individuals are the representatives of the parties to this Agreement and are hereby enabled to perform all obligations of the parties to this Agreement as contained within this Agreement:

FOR THE LANDOWNER:

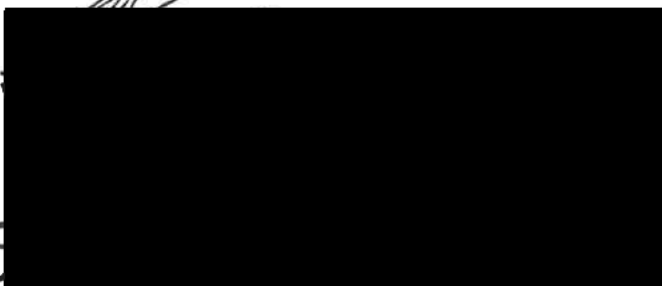


SMOKY LAKE COUNTY

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

7. SIGNATURE



### SCHEDULE "A"

#### 1. Description of Property

##### Tax Arrears Payment Calculations for

LOT 5A6, BLK 1, PLAN 1955CL  
(Legal Description of Property)

#### 2. Payment Calculation

Tax Arrears and Penalties	\$	<u>7155.36</u>
Anticipated Taxes Levied		
■ Property	\$	<u>4031.76</u>
■ Business	\$	_____
■ Other (penalty)	\$	_____
<b>TOTAL TAX</b>	<b>\$</b>	<u>11,187.12</u>

#### 3. Payment Schedule

Payment shall begin on the 1 day of DECEMBER, 2023, and shall be made:    Weekly    Monthly    Quarterly    Other \_\_\_\_\_ thereafter.

#### 4. Payment Calculation

Total Tax \$ 11,187.12 divided by 36 (# of Payments) = \$ 310.75 (payment amount)

PAYMENTS OF \$ 320.00 /mth. (ROUNDING)

Roll # 22010105

	Charges	Payments	Balance	
Balance Forward	5,403.29		5,403.29	
December		-320	5,083.29	
January 2024		-320	4,763.29	
February		-320	4,443.29	
March 1st Penalty	666.49		5,109.78	
March		-320	4,789.78	
April		-320	4,789.78	
May		-320	4,469.78	
June		-320	4,149.78	
July		-320	3,829.78	
August		-320	3,509.78	
September		-320	3,189.78	
October		-320	2,869.78	
Oct Levy 2024	1218.052		4,087.84	
Nov 1st Penalty	146.16624		4,234.00	
November		-320	3,914.00	
December		-320	3,594.00	
January		-320	3,274.00	
February		-320	2,954.00	
March 1st Penalty	443.10		3,397.10	
March		-320	3,077.10	
April		-320	2,757.10	9,435.04 Taxes & Arrears
May		-320	2,437.10	1,752.07 Penalties
June		-320	2,117.10	<u>\$ 11,187.11</u>
July		-320	1,797.10	
August		-320	1,477.10	
September		-320	1,157.10	
October		-320	837.10	
Oct Levy 2025	1339.855		2,176.96	
Nov 1st Penalty	160.7826		2,337.74	
November		-320	2,017.74	
December		-320	1,697.74	
January		-320	1,377.74	
February		-320	1,057.74	
March 1st Penalty	158.66		1,216.40	
March		-320	896.40	
April		-320	576.40	
May		-320	256.40	
June		-320 -	63.60	
July		-320 -	383.60	
August		-320 -	703.60	
September		-320 -	1,023.60	
October		-320 -	1,343.60	
Oct Levy 2026	1473.846		130.25	
Nov 1st Penalty	176.86		307.11	
November		-320 -	12.89	



# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023  
**Topic:** Request to waive Property Tax Penalties  
**Presented By:** Brenda Adamson, Finance Manager

**Agenda Item:** # 7.10

**Recommendation:**

**Motion #1 That Smoky Lake County write off \$354.57 tax penalties on tax roll 17593210.**

**Motion #2 That Smoky Lake County write off penalties on tax roll 54000096 in the amount of \$133,442.48, tax roll 19593242 in the amount of \$2,176.08, and tax roll 18611811 in the amount of \$358.68.**

We have received 2 requests to have the November property tax penalties waived.

1. **Tax roll 17593210.** The ratepayer was in on October 27, 2023 to pay the taxes using a cheque (\$3,000) and cash (\$1,900). The account was overpaid by \$70.28. The cheque came back NSF on October 31. The ratepayer came in the morning of November 1 to pay the \$3,000 plus the \$25 NSF fee. The request is to have the \$354.57 in penalties reversed.
2. **Tax rolls 54000096, 19593242, and 18611811.** These tax rolls are nonresidential. The company submitted an EFT payment to their bank in a batch of payments to be transferred on October 31, 2023. There was an issue with a payment going to another vendor, so the bank rejected the entire file. The file was fixed and resubmitted, however we did not receive the payment until November
  1. Penalties levied are:
 

a. 54000096	\$133,442.48
b. 19593242	2,176.08
c. 18611811	<u>358.68</u>
Total	\$135,977.24

Administration is recommending that both these requests be granted. In both cases, the ratepayers demonstrated an honest effort to pay the taxes by the due date.

**Benefits:**

n/a

**Disadvantages:**

unknown

**Alternatives:**

Council's discretion.

**Financial Implications:**

This revenue was not budgeted for or expected.

**Legislation:**

n/a

**Intergovernmental:**

n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

1. Letter and account history on Tax roll 17593210
2. Letter and account history on Tax rolls 54000096, 19593242, 18611811

**Signature of the CAO:** \_\_\_\_\_

**Brenda Adamson**

---

**From:** [REDACTED]@plus.net>  
**Sent:** November 26, 2023 3:54 PM  
**To:** Brenda Adamson  
**Subject:** 2023 Tax late payment penalty \$354.57

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

Good Day Brenda. I was in the other day & discussed late penalty charges I was issued for 2023 taxes. This email is a follow up to that discussion. I would like to appeal those assessed penalty charges. On Friday, Oct 27 I visited the County office, paid for my taxes with a \$3000,0 cheque & \$1900.00 cash. I went to Cold lake on Monday the 29th. When I returned home on Tuesday Oct 31, I checked my back statement on line. I noticed the check had been returned as of 11:00 am. On Wednesday morning I went to the County office & paid \$3000.00 cash on my tax account. Had I been home on Tuesday I would have covered the returned check that afternoon. My actions were not intentional, & I placed my tax account in a favourable position before the check returned to the County's account. Therefore I am requesting the county reverse the tax penalty assessed to me of \$354.57. Thank you for your attention to this matter.

[REDACTED]

Smoky Lake, AB

[REDACTED]

Roll 17593210

Cash Receipt	CRREC	4864	CRREC00000001	2019	2019-11-05	Payment	-\$1,000.00
Penalty	PNLTY	59	PTPEN00000001	2019	2020-03-01	Penalty & Interest	\$343.74
Levy	LEVY	146288	PTLVY00000001	2020	2020-05-31	2020 Final Tax Levy	\$4,414.25
Cash Receipt	CRREC	5046	CRREC00000001	2020	2020-06-29	Payment	-\$3,000.00
Cash Receipt	CRREC	5152	CRREC00000001	2020	2020-10-26	Payment	-\$2,500.00
Penalty	PNLTY	60	PTPEN00000001	2020	2020-11-01	Penalty & Interest	\$185.95
Penalty	PNLTY	61	PTPEN00000001	2020	2021-03-01	Penalty & Interest	\$260.33
Levy	LEVY	152504	PTLVY00000001	2021	2021-05-31	2021 Final Tax Levy	\$4,527.89
Cash Receipt	CRREC	5333	CRREC00000001	2021	2021-06-30	Payment	-\$2,000.00
Penalty	PNLTY	62	PTPEN00000001	2021	2021-11-01	Penalty & Interest	\$542.85
Cash Receipt	CRREC	13473	CRREC00000311		2022-02-25	Cash Receipt	-\$4,000.00
Assessment Change	ACHNG	5295	PTASM00000001		2022-02-28	Assessment \$477,990	\$0.00
Penalty	PNLTY	65	PTPEN00000002		2022-03-01	Penalty	\$159.99
Levy	LEVY	158489	PTLVY00000002	2022	2022-06-30	Annual Levy 2022	\$4,508.54
Cash Receipt	CRREC	15432	CRREC00001335		2022-06-30	Cash Receipt	-\$1,000.00
Cash Receipt	CRREC	19062	CRREC00002749		2022-10-27	Cash Receipt	-\$4,750.00
Grid Transfer Record	TXGRD	783	PTGRD00000023		2023-01-01	Y/E Grid Transfer Record	\$0.00
Assessment Change	ACHNG	10542	PTASM00000020		2023-02-28	Assessment \$526,580	\$0.00
Levy	LEVY	165202	PTLVY00000014	2023	2023-06-22	Annual Levy 2023	\$4,844.58
Grid Transfer Record	TXGRD	985	PTGRD00000028		2023-06-22	Grid Transfer Record	\$0.00
Cash Receipt	CRREC	27246	CRREC00006567		2023-10-27	Cash Receipt	-\$3,000.00
Cash Receipt	CRREC	27248	CRREC00006567		2023-10-27	Cash Receipt	-\$1,900.00
Penalty	PNLTY	73	PTPEN00000009		2023-10-31	Penalty	\$354.57
Grid Transfer Record	TXGRD	1226	PTGRD00000037		2023-10-31	Grid Transfer Record	\$0.00
NSF Entry	CRNSF	91	CRNSF00000073		2023-10-31	NSF/Void	\$3,025.00
Cash Receipt	CRREC	27810	CRREC00006672		2023-11-01	Cash Receipt	-\$3,000.00

Total for Roll # 17593210 \$309.29

Report Total: \$309.29

\*\*\* END OF REPORT \*\*\*

17593210

(2)

Access Pipeline Inc.  
1500, 520 – 3rd Avenue SW  
Calgary, Alberta T2P 0R3

November 17, 2023

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

Dear Smoky Lake County Council

**Access Pipeline Inc. – Tax Roll# 54000096, #19593242, #18611811**

**Customer ID – ACCE003**

We are writing further to our email and telephone call on November 17, 2023, both in connection with the Penalty Invoices on the outstanding balance of our property taxes as of November 1, 2023 for the amount of \$135,977.24 (Invoice 72: \$133,442.48 + \$2,176.08 + \$358.68).

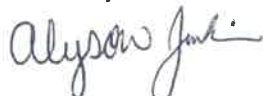
Our company submitted payment on October 31, 2023 to the Smoky Lake County by means of Electronic Funds Transfer (EFT) through our CIBC bank for \$1,133,143.65 for property tax rolls # 54000096, #19593242, and #18611811. Our banking records show that there was a change to one unrelated invoice in the batch of payments that delayed all EFT payments on October 31, 2023 to be released on November 1, 2023. This caused our payment to Smoky Lake County to be one day late of our October 31, 2023 due date.

Considering Access Pipeline Inc. has made all previous property tax payment on-time and that this was an administrative delay in our banking process releasing the funds one day after the deadline of October 31, 2023, we are requesting a review of this penalty and to waive penalties as of November 1, 2023 included on invoices 72 noted above. All owing payments were paid on November 1, 2023, with no outstanding amounts owing by Access Pipeline Inc.

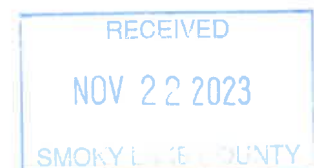
Should you have further questions or require additional information please contact the undersigned.

Penalty invoices and payment remittance are attached for your records.

Sincerely,



Alyson Jenkins  
Director, Controller  
587-293-6824



# Payment Remittance

**Access Pipeline Inc. o/a Wolf Midstream**  
 1500, 520 - 3rd Avenue SW  
 Calgary, Alberta T2P 0R3  
 Canada  
 Phone: (403) 781-8181

Vendor Id	Vendor Name	Payment Number	Deposit Number	Payment Date			
SMOKYLAKEC00	Smoky Lake County	PMT080825	EFT000000027319	10/31/2023			
Our Reference No.	Your Reference No.	Date	Amount	Amt Paid	Discount	Writeoff	Net
V120881	18611811 2023	06/14/2023	\$2,988.96	\$2,988.96	\$0.00	\$0.00	\$2,988.96
V120771	19593242 2023	06/19/2023	\$18,134.04	\$18,134.04	\$0.00	\$0.00	\$18,134.04
V120962	54000096 2023	06/19/2023	\$1,112,020.65	\$1,112,020.65	\$0.00	\$0.00	\$1,112,020.65
<b>Totals</b>			<b>\$1,133,143.65</b>	<b>\$1,133,143.65</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,133,143.65</b>



From Roll # 54000096 to 54000096  
 All Customers  
 All Tax Classes  
 All Trx Sources  
 All Dates

\* indicates voided document

Documents: Title Changes, Assessment Changes, Local Improv Chg, Tax Certificate, Tax Notifications, Financial Transactions

Roll #: 54000096      Lot Block Plan  
 ACCESS PIPELINE INC.      Qtr Sec Twp Rge Mer      |0 |0 |0 |0  
 Subdivision

Document Type	Document	Trx Source	Year	Date	Description	Amount
Levy	LEVY	75143 PTLVY00000001	2008	2008-06-09	2008 Final Tax Levy	\$194,583.23
Cash Receipt	CRREC	2191 CRREC00000001	2008	2008-10-29	Payment	-\$194,583.23
Levy	LEVY	75442 PTLVY00000001	2008	2008-12-24	2008 Final Tax Levy	\$520,382.96
Cash Receipt	CRREC	2225 CRREC00000001	2008	2008-12-24	Payment	-\$194,583.23
Adjustment	CRADJ	1932 CRADJ00000001	2008	2008-12-24	Adjustment	\$0.00
Cash Receipt	CRREC	2250 CRREC00000001	2009	2009-02-28	Payment	-\$325,799.73
Levy	LEVY	81430 PTLVY00000001	2009	2009-06-01	2009 Final Tax Levy	\$537,614.98
Cash Receipt	CRREC	2396 CRREC00000001	2009	2009-10-30	Payment	-\$537,614.98
Adjustment	CRADJ	1988 CRADJ00000001	2010	2010-05-01	Adjustment	-\$325,799.73
Levy	LEVY	87637 PTLVY00000001	2010	2010-06-01	2010 Final Tax Levy	\$502,524.04
Cash Receipt	CRREC	2621 CRREC00000001	2010	2010-10-29	Payment	-\$502,524.04
Adjustment	CRADJ	2050 CRADJ00000001	2010	2010-10-29	Adjustment	\$325,799.73
Levy	LEVY	93642 PTLVY00000001	2011	2011-05-31	2011 Final Tax Levy	\$492,116.00
Cash Receipt	CRREC	2837 CRREC00000001	2011	2011-10-19	Payment	-\$492,116.00
Levy	LEVY	99800 PTLVY00000001	2012	2012-05-13	2012 Final Tax Levy	\$520,132.11
Cash Receipt	CRREC	3057 CRREC00000001	2012	2012-10-04	Payment	-\$520,132.11
Levy	LEVY	105662 PTLVY00000001	2013	2013-05-13	2013 Final Tax Levy	\$539,740.66
Cash Receipt	CRREC	3258 CRREC00000001	2013	2013-09-04	Payment	-\$539,740.66
Levy	LEVY	111766 PTLVY00000001	2014	2014-05-31	2014 Final Tax Levy	\$555,001.73
Cash Receipt	CRREC	3432 CRREC00000001	2014	2014-06-27	Payment	-\$555,001.73
Levy	LEVY	117858 PTLVY00000001	2015	2015-05-26	2015 Final Tax Levy	\$1,337,747.68
Cash Receipt	CRREC	3750 CRREC00000001	2015	2015-10-28	Payment	-\$1,337,747.68
Levy	LEVY	124064 PTLVY00000001	2016	2016-05-31	2016 Final Tax Levy	\$1,090,369.54
Cash Receipt	CRREC	4013 CRREC00000001	2016	2016-10-28	Payment	-\$1,090,369.54
Levy	LEVY	129979 PTLVY00000001	2017	2017-05-31	2017 Final Tax Levy	\$1,003,297.82
Adjustment	CRADJ	2487 CRADJ00000001	2017	2017-06-29	Adjustment	\$1,003,297.82
Cash Receipt	CRREC	4189 CRREC00000001	2017	2017-06-30	Payment	-\$1,003,297.82
Cash Receipt	CRREC	4288 CRREC00000001	2017	2017-10-27	Payment	-\$1,003,297.82
Levy	LEVY	136365 PTLVY00000001	2018	2018-05-31	2018 Final Tax Levy	\$1,021,224.67
Cash Receipt	CRREC	4573 CRREC00000001	2018	2018-10-29	Payment	-\$1,021,224.67
Penalty	PNLTY	56 PTPEN00000001	2018	2018-11-01	Penalty & Interest	\$122,546.96
Adjustment	CRADJ	2576 CRADJ00000001	2018	2018-11-08	Adjustment	-\$122,546.96
Levy	LEVY	142091 PTLVY00000001	2019	2019-06-07	2019 Final Tax Levy	\$1,073,043.75
Cash Receipt	CRREC	4859 CRREC00000001	2019	2019-10-30	Payment	-\$1,073,043.75
Levy	LEVY	148480 PTLVY00000001	2020	2020-05-31	2020 Final Tax Levy	\$1,069,371.01
Cash Receipt	CRREC	5155 CRREC00000001	2020	2020-10-29	Payment	-\$1,069,371.01
Levy	LEVY	154585 PTLVY00000001	2021	2021-05-31	2021 Final Tax Levy	\$1,084,650.65
Cash Receipt	CRREC	5443 CRREC00000001	2021	2021-10-27	Payment	-\$1,084,650.65
Assessment Change	ACHNG	3120 PTASM00000001		2022-02-28	Assessment \$41,493,350	\$0.00
Levy	LEVY	161342 PTLVY00000002	2022	2022-06-30	Annual Levy 2022	\$1,104,258.38
Cash Receipt	CRREC	19800 CRREC00002856		2022-10-27	Cash Receipt	-\$1,104,258.38
Assessment Change	ACHNG	13400 PTASM000000020		2023-02-28	Assessment \$41,735,780	\$0.00
Levy	LEVY	168066 PTLVY000000014	2023	2023-06-22	Annual Levy 2023	\$1,112,020.65
Cash Receipt	CRREC	27913 CRREC00006695		2023-11-01	Cash Receipt	-\$1,112,020.65
Penalty	PNLTY	72 PTPEN000000008		2023-11-01	Penalty	\$133,442.48

Total for Roll # 54000096      \$133,442.48

Report Total:      \$133,442.48

From Roll # 19593242 to 19593242  
 All Customers  
 All Tax Classes  
 All Trx Sources  
 All Dates  
 All Documents

\* indicates voided document

Roll #: 19593242      Lot Block Plan      2      |1      |1025358  
 ACCESS PIPELINE INC.      Qtr Sec Twp Rge Mer NE      |32 |59 |19 |4  
 Subdivision

Document Type	Document	Trx Source	Year	Date	Description	Amount
Grid Transfer Record	PTGRD	1 PTGRD00000001		1990-01-01	Opening Balance	\$0.00
Levy	LEVY	92829 PTLVY00000001	2011	2011-05-31	2011 Final Tax Levy	\$175.02
Cash Receipt	CRREC	2837 CRREC00000001	2011	2011-10-19	Payment	-\$175.02
Levy	LEVY	98716 PTLVY00000001	2012	2012-05-13	2012 Final Tax Levy	\$192.87
Cash Receipt	CRREC	3057 CRREC00000001	2012	2012-10-04	Payment	-\$192.87
Levy	LEVY	105034 PTLVY00000001	2013	2013-05-13	2013 Final Tax Levy	\$235,459.19
Cash Receipt	CRREC	3258 CRREC00000001	2013	2013-09-04	Payment	-\$235,459.19
Levy	LEVY	110988 PTLVY00000001	2014	2014-05-31	2014 Final Tax Levy	\$242,956.10
Cash Receipt	CRREC	3432 CRREC00000001	2014	2014-06-27	Payment	-\$242,956.10
Levy	LEVY	117339 PTLVY00000001	2015	2015-05-26	2015 Final Tax Levy	\$249,459.59
Cash Receipt	CRREC	3750 CRREC00000001	2015	2015-10-28	Payment	-\$249,459.59
Levy	LEVY	123247 PTLVY00000001	2016	2016-05-31	2016 Final Tax Levy	\$39,298.06
Cash Receipt	CRREC	4013 CRREC00000001	2016	2016-10-28	Payment	-\$39,298.06
Levy	LEVY	129305 PTLVY00000001	2017	2017-05-31	2017 Final Tax Levy	\$39,231.23
Adjustment	CRADJ	2487 CRADJ00000001	2017	2017-06-29	Adjustment	\$39,231.23
Cash Receipt	CRREC	4189 CRREC00000001	2017	2017-06-30	Payment	-\$39,231.23
Cash Receipt	CRREC	4288 CRREC00000001	2017	2017-10-27	Payment	-\$39,231.23
Cash Receipt	CRREC	4442 CRREC00000001	2018	2018-05-30	Payment	-\$28,101.50
Adjustment	CRADJ	2547 CRADJ00000001	2018	2018-05-30	Adjustment	\$28,101.50
Levy	LEVY	135120 PTLVY00000001	2018	2018-05-31	2018 Final Tax Levy	\$56,185.32
Adjustment	CRADJ	2548 CRADJ00000001	2018	2018-05-31	Adjustment	-\$28,101.50
Cash Receipt	CRREC	4573 CRREC00000001	2018	2018-10-29	Payment	-\$28,083.82
Penalty	PNLTY	56 PTPEN00000001	2018	2018-11-01	Penalty & Interest	\$3,370.06
Adjustment	CRADJ	2576 CRADJ00000001	2018	2018-11-08	Adjustment	-\$3,370.06
Levy	LEVY	141396 PTLVY00000001	2019	2019-06-07	2019 Final Tax Levy	\$26,631.10
Cash Receipt	CRREC	4859 CRREC00000001	2019	2019-10-30	Payment	-\$26,631.10
Levy	LEVY	147501 PTLVY00000001	2020	2020-05-31	2020 Final Tax Levy	\$26,041.45
Cash Receipt	CRREC	5155 CRREC00000001	2020	2020-10-29	Payment	-\$26,041.45
Levy	LEVY	153662 PTLVY00000001	2021	2021-05-31	2021 Final Tax Levy	\$12,294.39
Cash Receipt	CRREC	5443 CRREC00000001	2021	2021-10-27	Payment	-\$12,294.39
Assessment Change	ACHNG	1074 PTASM00000001		2022-02-28	Assessment \$652,170	\$0.00
Levy	LEVY	160130 PTLVY00000002	2022	2022-06-30	Annual Levy 2022	\$17,210.87
Cash Receipt	CRREC	19800 CRREC00002856		2022-10-27	Cash Receipt	-\$17,210.87
Assessment Change	ACHNG	12188 PTASM000000020		2023-02-28	Assessment \$685,970	\$0.00
Levy	LEVY	166853 PTLVY00000014	2023	2023-06-22	Annual Levy 2023	\$18,134.04
Cash Receipt	CRREC	27913 CRREC00006695		2023-11-01	Cash Receipt	-\$18,134.04
Penalty	PNLTY	72 PTPEN000000008		2023-11-01	Penalty	\$2,176.08
Total for Roll # 19593242						\$2,176.08
Report Total:						\$2,176.08

\*\*\* END OF REPORT \*\*\*

From Roll # 18611811 to 18611811  
 All Customers  
 All Tax Classes  
 All Trx Sources  
 All Dates

\* indicates voided document

Documents: Title Changes, Assessment Changes, Local Improv Chg, Tax Certificate, Tax Notifications, Financial Transactions

Roll #: 18611811      Lot Block Plan  
 ACCESS PIPELINE INC.      Qtr Sec Twp Rge Mer SE      |18 |61 |18 |4  
 Subdivision

Document Type	Document	Trx Source	Year	Date	Description	Amount
Levy	LEVY	86046 PTLVY00000001	2010	2010-06-01	2010 Final Tax Levy	\$869.76
Cash Receipt	CRREC	2621 CRREC00000001	2010	2010-10-29	Payment	-\$869.76
Levy	LEVY	92259 PTLVY00000001	2011	2011-05-31	2011 Final Tax Levy	\$878.90
Cash Receipt	CRREC	2837 CRREC00000001	2011	2011-10-19	Payment	-\$878.90
Levy	LEVY	98412 PTLVY00000001	2012	2012-05-13	2012 Final Tax Levy	\$928.56
Cash Receipt	CRREC	3057 CRREC00000001	2012	2012-10-04	Payment	-\$928.56
Levy	LEVY	104366 PTLVY00000001	2013	2013-05-13	2013 Final Tax Levy	\$945.43
Cash Receipt	CRREC	3258 CRREC00000001	2013	2013-09-04	Payment	-\$945.43
Levy	LEVY	110366 PTLVY00000001	2014	2014-05-31	2014 Final Tax Levy	\$948.50
Cash Receipt	CRREC	3432 CRREC00000001	2014	2014-06-27	Payment	-\$948.50
Levy	LEVY	116485 PTLVY00000001	2015	2015-05-26	2015 Final Tax Levy	\$960.01
Cash Receipt	CRREC	3750 CRREC00000001	2015	2015-10-28	Payment	-\$960.01
Levy	LEVY	122590 PTLVY00000001	2016	2016-05-31	2016 Final Tax Levy	\$988.33
Cash Receipt	CRREC	4013 CRREC00000001	2016	2016-10-28	Payment	-\$988.33
Levy	LEVY	128635 PTLVY00000001	2017	2017-05-31	2017 Final Tax Levy	\$2,414.48
Adjustment	CRADJ	2487 CRADJ00000001	2017	2017-06-29	Adjustment	\$2,414.48
Cash Receipt	CRREC	4189 CRREC00000001	2017	2017-06-30	Payment	-\$2,414.48
Cash Receipt	CRREC	4288 CRREC00000001	2017	2017-10-27	Payment	-\$2,414.48
Levy	LEVY	134794 PTLVY00000001	2018	2018-05-31	2018 Final Tax Levy	\$2,446.17
Cash Receipt	CRREC	4573 CRREC00000001	2018	2018-10-29	Payment	-\$2,446.17
Penalty	PNLTY	56 PTPEN00000001	2018	2018-11-01	Penalty & Interest	\$293.54
Adjustment	CRADJ	2576 CRADJ00000001	2018	2018-11-08	Adjustment	-\$293.54
Levy	LEVY	140888 PTLVY00000001	2019	2019-06-07	2019 Final Tax Levy	\$2,770.79
Cash Receipt	CRREC	4859 CRREC00000001	2019	2019-10-30	Payment	-\$2,770.79
Levy	LEVY	146820 PTLVY00000001	2020	2020-05-31	2020 Final Tax Levy	\$2,709.52
Cash Receipt	CRREC	5155 CRREC00000001	2020	2020-10-29	Payment	-\$2,709.52
Levy	LEVY	153310 PTLVY00000001	2021	2021-05-31	2021 Final Tax Levy	\$2,672.95
Cash Receipt	CRREC	5443 CRREC00000001	2021	2021-10-27	Payment	-\$2,672.95
Assessment Change	ACHNG	26 PTASM00000001		2022-02-28	Assessment \$104,690	\$0.00
Levy	LEVY	159744 PTLVY00000002	2022	2022-06-30	Annual Levy 2022	\$2,786.11
Cash Receipt	CRREC	19800 CRREC00002856		2022-10-27	Cash Receipt	-\$2,786.11
Assessment Change	ACHNG	11799 PTASM00000020		2023-02-28	Assessment \$112,180	\$0.00
Levy	LEVY	166464 PTLVY00000014	2023	2023-06-22	Annual Levy 2023	\$2,988.96
Cash Receipt	CRREC	27913 CRREC00006695		2023-11-01	Cash Receipt	-\$2,988.96
Penalty	PNLTY	72 PTPEN00000008		2023-11-01	Penalty	\$358.68

Total for Roll # 18611811      \$358.68

Report Total:      \$358.68

\*\*\* END OF REPORT \*\*\*



# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # 7.11

Topic: Capital Budget

Presented By: Brenda Adamson, Finance Manger

### Recommendation:

**That Smoky Lake County approve the Five-Year Consolidated Capital Budget including the Bridge and Road Programs for a total cost of \$8,004,721 in 2024, \$10,907,927 in 2025, \$6,453,116 in 2026, \$5,678,001 in 2027 and \$3,523,117 in 2028.**

### Background:

Attached is the amended 5-year Capital Plan that will be presented at the Budget Open House December 12, 2023. The 2024 Capital budget with funding as well as description sheets for each purchase. The description sheets were provided at the October 31, 2023 meeting for your reference.

	2023	2024	2025	2026	2027	2028
<b>Expense Budget</b>						
Natural Gas	345,500	317,000	66,000	110,000	50,000	50,000
Transfer to Reserve	1,114,000.00	227,000.00	227,000.00	870,000.00	789,000.00	465,000.00
Land Improvement	93,000.00	32,000.00	88,000.00	10,000.00	10,000.00	10,000.00
Equipment	1,343,155.00	829,827.00	2,631,000.00	1,479,694.00	1,319,472.00	795,588.00
Vehicle	510,304.00	587,419.04	208,000.00	339,500.00	69,000.00	-
Roads	2,421,877.00	1,843,946.00	2,185,794.00	2,105,669.00	1,774,529.00	1,774,529.00
Eng Structure - Bridge	1,659,659.00	4,167,529.00	5,502,133.00	1,538,253.00	1,666,000.00	428,000.00
<b>Total Cost</b>	<b>7,487,495.00</b>	<b>8,004,721.04</b>	<b>10,907,927.00</b>	<b>6,453,116.00</b>	<b>5,678,001.00</b>	<b>3,523,117.00</b>

Council and administration discussed using a different approach for 2024. The only transfers to reserves would be commitments previously made in policy (Aggregate License revenue and a portion of sand and gravel sales revenue). Also, the only transfers from reserves would be those previously planned. The organization will focus on finding a balance between expenses and revenues and then begin a plan in the future to once again contribute to reserves.

### Benefits:

- The five-year capital plan is required to meet MGA budgeting requirements as well as to qualify for grants.
- The capital costs including bridge replacement will exceed the amortization so we would be able to pass the financial indicators for 2024.

### Disadvantages:

- Several capital needs have been pushed to future years resulting in increased need for funds in the future.
- Reserves will decrease but should stabilize over the next 5 years.

### Alternatives:

- Council and management have already eliminated or moved several capital items, however further changes can be made.



# Request for Decision (RFD)

## Financial Implications:

The 2024 budget is for

Total Municipal Capital Costs	\$1,676,246
Total Road Plan Costs	1,843,946
Total Bridge Plan Costs	<u>4,167,529</u>
Total Capital Costs	\$7,687,721
Funded from asset sales	605,700
Funded from Reserve	1,419,717
Funded from Grants	3,674,178
<b>Funded from Operations</b>	<b>\$1,988,126</b>

In the 2023 budget the amount funded from operations was \$735,000 because we funded most of the capital from reserves. This is an decrease of \$255,114

We expect to start 2024 with total reserves of \$13,835,103 (municipal \$11,635,630). The proposed Capital budget transfers some funds in and some funds out leaving a municipal balance of \$10,012,913.

## Legislation:

n/a

## Intergovernmental:

n/a

## Strategic Alignment:

n/a

## Enclosure(s):

1. *Five Year Capital Plan*
2. *2024 Capital Budget*
3. *Reserve Balances*

Signature of the CAO: \_\_\_\_\_

**Smoky Lake County  
2024 Capital Budget**

Dept		Item #	EXPENSE	FUNDING			Notes	
			BUDGET	GRANT	RESERVE	SALE		OPERATION
ADM	AGGREGATE LICENSE REV TO RESERVE	R	200,000	-	-	-	200,000	from aggregate license
ADM	ADMIN BUILDING RESERVE	R	-	-	-	-	-	
<b>ADM</b>	<b>Admin Total</b>		<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	
Bylaw	LIDAR GUN	E	7,000	-	-	-	7,000	
<b>Bylaw</b>	<b>Bylaw Total</b>		<b>7,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,000</b>	
FIRE	FIRE BUILDING RESERVE	R	3	-	-	-	-	
FIRE	FIRE EQUIPMENT RESERVE	R	4	-	-	-	-	
FIRE	FIRE APPARATUS RESERVE	R	5	-	-	-	-	
FIRE	MSA 6000 PLUS TIC WITH TRUCK MOUNT	E	14,435	-	8,661	5,774	-	Town to pay 40%
FIRE	AFRRCS RADIO REPLACEMENT	E	18,500	-	8,000	10,500	-	Insurance to cover 10,500
FIRE	NEW AFRRCS RADIOS	E	10,500	-	6,300	4,200	-	Town to pay 40%
<b>FIRE</b>	<b>Fire Total</b>		<b>43,435</b>	<b>-</b>	<b>22,961</b>	<b>20,474</b>	<b>-</b>	
PW	GRADER RESERVE	O	9	-	-	-	-	order in 2025
PW	2022 GRADER ORDERED	E	647,400	-	647,000	-	400	carried over from prev year
PW	REPLACE SANDING TRUCK 195 RESERVE	R	10	-	-	-	-	replace in 2026
PW	REPLACE RESERVE FOR WHEEL LOADER	E	-	-	-	-	-	Pay back for 2023 purchase
PW	PICK UP TRUCK PROGRAM	V	335,476	-	-	316,573	18,903	
PW	ENTERPRISE 3500 TRUCK PROGRAM	V	251,943	-	-	238,653	13,290	
PW	NEW SANDER FOR UNIT 435	E	14	-	-	-	13,992	
PW	GRAVEL SALES TO RESERVE	R	27,000	-	-	-	27,000	
<b>PW</b>	<b>PUBLIC WORKS DEPARTMENT TOTAL</b>		<b>1,275,811</b>	<b>-</b>	<b>647,000</b>	<b>555,226</b>	<b>73,585</b>	
E & P	SPEDDEN DISTRIBUTION PUMP	E	16	6,000	-	-	6,000	
E & P	SPEDDEN LANDFILL MONITORING WELLS	E	17	9,000	-	-	9,000	
E & P	SL LANDFILL MONITORING WELLS	E	18	5,000	-	-	5,000	
E & P	LAKE BOAT LAUNCH REHAB	E	19	8,000	-	-	8,000	
E & P	MOWER X 2	E	21	32,000	-	-	32,000	
E & P	RESERVE FOR SEWER	O	0	-	-	-	-	
E & P	RESERVE FOR SIGN REPLACEMENT	O	0	-	-	-	-	
E & P	GARBAGE TRUCK RESERVE	O	0	-	-	-	-	
<b>E &amp; P</b>	<b>ENV &amp; PARKS DEPARTMENT TOTAL</b>		<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	
PLN	HISTORIC DESIGNATION PLAQUE	L	23	10,000	-	-	10,000	
<b>PLN</b>	<b>PLANNING TOTAL</b>		<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	
AG	REPLACE FLEX ARM & MOWER 473/474	E	24	80,000	-	50,000	30,000	sell old for 30,000 / 50,000 from reserve
AG	RESERVE FOR EQUIPMENT	O	25	-	-	-	-	
<b>PW</b>	<b>AGRICULTURE DEPARTMENT TOTAL</b>		<b>80,000</b>	<b>-</b>	<b>50,000</b>	<b>30,000</b>	<b>-</b>	
<b>MUNICIPAL TOTAL</b>			<b>1,676,246</b>	<b>-</b>	<b>719,961</b>	<b>605,700</b>	<b>350,585</b>	
GAS	Infrastructure Line Replacement	R	26	50,000	-	-	50,000	
GAS	METER READING EQUIPMENT	E	26	36,000	-	36,000	-	0
GAS	RMO REPLACEMENT	B	27	140,000	-	140,000	-	
GAS	RMO MODEM REPLACEMENT	E	28	16,000	-	16,000	-	
GAS	TRUCK	L		60,000	-	60,000	-	
GAS	GPS Unit to Track lines	E		8,000	-	8,000	-	
GAS	REFURBISH TRUCK BOX (UNIT 202)	V	29	7,000	-	7,000	-	
<b>NATURAL GAS TOTAL</b>			<b>317,000</b>	<b>-</b>	<b>267,000</b>	<b>-</b>	<b>-</b>	
<b>ORGANIZATIONAL TOTAL CAPITAL PURCHASES</b>			<b>1,993,246</b>	<b>-</b>	<b>986,961</b>	<b>605,700</b>	<b>350,585</b>	
	<b>BRIDGE REPAIR REHAB TOTAL</b>		<b>4,167,529</b>	<b>2,843,178</b>	<b>508,756</b>	<b>-</b>	<b>815,595</b>	use AT and FGT grants
	<b>ROAD PLAN TOTAL</b>		<b>1,843,946</b>	<b>831,000</b>	<b>191,000</b>	<b>-</b>	<b>821,946</b>	
	<b>CAPITAL PROJECT TOTAL</b>		<b>8,004,721</b>	<b>3,674,178</b>	<b>1,686,717</b>	<b>605,700</b>	<b>1,988,126</b>	

**Smoky Lake County  
2024 - 2028 Capital Budget**

Dept		2023	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	FUNDING NOTE
ADM	AGGREGATE LICENSE REV TO RESERVE	R	200,000	200,000	200,000	200,000	200,000	rev from aggregate lic to road res
ADM	ADMIN BUILDING RESERVE	R	50,000			50,000	50,000	
ADM	INTERDEPT DRONE REPLACEMENT	E			12,000			
ADM	ORTHO PHOTOS RESERVE	R		-	30,000			
ADM	ORTHO PHOTOS	E	109,255			110,000		fund from reserve/possible ACP grant
<b>ADM</b>	<b>DEPARTMENT TOTAL</b>		<b>359,255</b>	<b>200,000</b>	<b>200,000</b>	<b>360,000</b>	<b>250,000</b>	
Bylaw	LIDAR GUN	E		7,000				
Bylaw	COMMERCIAL VEHICLE SCALES X 2 removed	E		-				removed
Bylaw	COMM PEACE OFF TRUCK	E	40,000					
<b>BYLAW</b>	<b>DEPARTMENT TOTAL</b>		<b>40,000</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
FIRE	FIRE BUILDING RESERVE	R	75,000		75,000	75,000		
FIRE	FIRE EQUIPMENT RESERVE	R	10,000		10,000	10,000		
FIRE	FIRE APPARATUS RESERVE	R	162,000		162,000	162,000		
FIRE	MSA 6000 PLUS TIC WITH TRUCK MOUNT	E		14,435				Town to pay 40%
FIRE	AFRRCS RADIO REPLACEMENT	E		18,500				Insurance to cover 10,500
FIRE	NEW AFRRCS RADIOS	E		10,500				Town to pay 40%
FIRE	AFRRCS RADIO SOFTWARE UPDATE	E	15,000					reserve
FIRE	PROTECTIVE SERVICES DRONE	E	9,500					reserve
FIRE	PUMP FPR WASKATENAU FIRE TRUCK	E	93,000					Apply to use MSI Grant
FIRE	REPLACE FIRE TRUCK WASK 403	E			663,000			reserve
FIRE	REPLACE RESCUE TRUCK SL 407	E				218,484		reserve/town contribution
FIRE	REPLACE FIRE TRUCK VILNA 401	E						replace in 2029
FIRE	REPLACE WATER TRUCK SL 445	E						replace in 2032
<b>FIRE</b>	<b>DEPARTMENT TOTAL</b>		<b>364,500</b>	<b>43,435</b>	<b>663,000</b>	<b>465,484</b>	<b>-</b>	
PW	GRADER REPLACEMENT	E			1,122,000	764,694	779,988	reserves & grants
PW	GRADER RESERVE	E	300,000					
PW	2022 GRADER ORDERED	E	647,400	647,400				reserves & grants
PW	2022 CAT REBUILD	E	350,000					reserves & grants
PW	REPLACE SANDING TRUCK 195 RESERVE	R	100,000			100,000	100,000	
PW	REPLACE SANDING TRUCK 195	E			450,000			sell current for \$30,000/lease
PW	REPLACE RESERVE FOR WHEEL LOADER	E	100,000			39,000		replace reserve from 2023 purchase
PW	PICK UP TRUCK PROGRAM	V		335,476				101F, 101G, 226E, 227C, 239D (\$316,573 exp sale)
PW	ENTERPRISE 3500 TRUCK PROGRAM	V		251,943				105A, 100C, 107B (\$238,653 exp sale)
PW	WATER PUMP	E		-				recommendation to rent
PW	NEW SANDER FOR UNIT 435	E		13,992				
PW	MOTION 840-22 REPLACE 101C	V	63,500					sell for \$50,000
PW	MOTION 840-22 REPLACE 101A	V	63,500					sell for \$50,000
PW	REPLACE STREETSWEeper 114	E						rent instead of replace
PW	REPLACE ROCK TRUCK 608	E				520,000		sell for \$150,000
PW	REPLACE EXCAVATOR 627	E			380,000			sell for \$80,000
PW	REPLACE KENWORTH T800 197	V		208,000				sell for \$40,000
PW	REPLACE SERVICE TRUCK 110	V				91,800		sell for \$5,000
PW	REPLACE PRESSURE WASHER 164	E		16,000				sell for \$1,000
PW	REPLACE KENWORTH T800 155	V			180,200			sell for \$10,000
PW	REPLACE RAM 5500 122	V			67,500			sell for \$1,000
PW	REPLACE RAM 5500 119	V				69,000		sell for \$5,000
PW	REPLACE FORKLIFT 623	E				11,000		sell for \$500
PW	REPLACE CREW TRUCKS 109 & 100A	V	142,804					sell for \$72,000
PW	TRANSF 206 FROM GAS DEPT		10,000					
PW	PURCHASE BLADE FOR 206		11,000					
PW	GRAVEL SALES TO RESERVE	R	27,000	27,000	27,000	27,000	27,000	transf royalty fr gravel sale to grav reserve
<b>DEPARTMENT TOTAL</b>		<b>1,815,204</b>	<b>1,275,811</b>	<b>2,203,000</b>	<b>1,790,194</b>	<b>986,988</b>	<b>895,588</b>	<b>fund capital from reserve</b>
E & P	FROM PREV YEARS :MONS LAKE BEACH/EROSI		20,000		20,000			reserve
E & P	FROM PREV YEARS: EMERGENCY BOAT LAU	V	58,000		58,000			reserve
E & P	SPEDDEN DISTRIBUTION PUMP	E		6,000				
E & P	SPEDDEN LANDFILL MONITORING WELLS	E		9,000				
E & P	SL LANDFILL MONITORING WELLS	E		5,000				
E & P	LAKE BOAT LAUNCH REHAB	E		8,000				
E & P	MONS LAKE CAMP KITCHEN	B		-				Requested by Mons Lake Assoc removed
E & P	MOWER X 2	E		32,000				
E & P	WARSPITE PLAYGROUND SURFACE	E		-				removed
E & P	MOTION 840-22 REPLACE 239A	V	63,500					sell for \$50,000
E & P	MOTION 840-22 REPLACE 226B	V	63,500					sell for \$50,000
E & P	MOTION 840-22 REPLACE 227	V	63,500					sell for \$50,000
E & P	RESERVE FOR SEWER		5,000		5,000	5,000	5,000	
E & P	RESERVE FOR SIGN REPLACEMENT				50,000	50,000	50,000	
E & P	GARBAGE TRUCK RESERVE		50,000		50,000	50,000	50,000	
<b>DEPARTMENT TOTAL</b>		<b>323,500</b>	<b>60,000</b>	<b>78,000</b>	<b>105,000</b>	<b>105,000</b>	<b>55,000</b>	
PLN	HISTORIC DESIGNATION PLAQUE	L	15,000	10,000	10,000	10,000	10,000	10,000
<b>DEPARTMENT TOTAL</b>		<b>15,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	
AG	REPLACE FLEX ARM & MOWER 473/474	E		80,000				sell old for 30,000 and fund 50,000 from reserve
AG	RESERVE FOR EQUIPMENT		135,000		60,000	60,000	60,000	
AG	UTILITY SNOWMOBILE	E	8,000					
AG	REPLACE TRACTOR	E			195,000	200,000		
<b>DEPARTMENT TOTAL</b>		<b>143,000</b>	<b>80,000</b>	<b>-</b>	<b>255,000</b>	<b>260,000</b>	<b>60,000</b>	
<b>MUNICIPAL TOTAL</b>		<b>3,060,459</b>	<b>1,676,246</b>	<b>3,154,000</b>	<b>2,699,194</b>	<b>2,187,472</b>	<b>1,270,588</b>	
GAS	Infrastructure Line Replacement	R	50,000	50,000	50,000	50,000	50,000	
GAS	METER READING EQUIPMENT	E		36,000				
GAS	POLESHED FROM PREV YEARS		60,000			60,000		postponed to be reevaluated
GAS	RMO REPLACEMENT	B	140,000	140,000				carry from 2023 POSSIBLE GRANT UP TO \$35,000
GAS	RMO MODEM REPLACEMENT	E	22,000	16,000	16,000			
GAS	REFURBISH TRUCK BOX (UNIT 202)	V	13,500	7,000				
GAS	GPS Unit to Track lines	E		8,000				
GAS	TRUCK REPLACEMENT - ENTERPRISE	V	60,000	60,000				current unit no longer works
<b>DEPARTMENT TOTAL</b>		<b>345,500</b>	<b>317,000</b>	<b>66,000</b>	<b>110,000</b>	<b>50,000</b>	<b>50,000</b>	
<b>CAPITAL TOTAL</b>		<b>3,405,959</b>	<b>1,993,246</b>	<b>3,220,000</b>	<b>2,809,194</b>	<b>2,237,472</b>	<b>1,320,588</b>	

Restricted Surplus						
Restricted Surplus		2023	2024	2025	2026	2027
Municipal Reserve	Funds collected in lieu of subdivision natural reserve	50,131	50,131	50,131	50,131	50,131
General Operating	Reserves not allocated to projects as well as reserves carried forward to the next year - funding source property taxes and fees	2,262,358	1,762,358	1,762,358	1,762,358	1,762,358
General Capital	Primarily for specific purchases and projects - funding source property taxes and fees	2,400,153	2,400,153	2,400,153	2,480,153	2,452,153
Building Reserve	Building repairs & rehabilitation - funding source property taxes and fees	1,189,721	1,189,721	1,189,721	1,239,721	1,289,721
Fire	For Fire equipment replacement and fire emergencies - funding source property taxes and fees	1,738,070	1,715,109	1,052,109	1,299,109	1,327,625
Landfill	For waste equipment and landfill improvements - funding source property taxes and fees	344,160	344,160	344,160	394,160	444,160
Transportation	For specific public works projects and equipment - funding source property taxes and fees	840,696	193,696	193,696	232,696	232,696
Road Development	For roads damaged by natural resource extraction - funding source aggregate license fee	1,407,269	907,513	942,513	1,021,513	1,100,513
Gravel Pit Reclamation	For the reclamation of gravel pits - funding source gravel sales	480,012	493,012	506,012	519,012	532,012
Gravel Pit Development	For the development of new gravel pits - funding source gravel sales	129,628	143,628	157,628	171,628	185,628
Connectivity	For the development or improvement of internet services - funding source was the sale of CCI shares in 2020	351,523	351,523	351,523	351,523	351,523
Street Sweeper	For the replacement of a regional street sweeper - funding source - fees charged for street sweeping services	61,060	61,060	61,060	61,060	61,060
Water	For water and sewer projects - funding source property taxes and fees	213,848	213,848	213,848	218,848	223,848
Agriculture Services	For Agricultural Equipment replacement - funding source property taxes	167,000	117,000	117,000	192,000	267,000
Gas Reserve	For natural gas projects - funding source gas, odorant.	2,199,473	1,990,473	2,040,473	2,090,473	2,140,473
<b>Total Reserves</b>		<b>13,835,104</b>	<b>11,933,387</b>	<b>11,382,387</b>	<b>12,084,387</b>	<b>12,420,903</b>





# Request for Decision (RFD)

**Meeting Date:** Thursday, December 14, 2023

**Agenda Item:** # 7.12

**Topic:** 2024 Interim Budget

**Presented By:** Brenda Adamson, Finance Manger

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## **Recommendation:**

**That Smoky Lake County Council approve the Year 2024 Interim Municipal Budget, with revenues in the amount of \$22,494,464 and total Expenditures in the amount of \$24,538,764 not including amortization in the amount of \$2,044,300**

## **Background:**

Attached is the 2024 municipal budget to be presented at the public open house on December 12, 2023. Council can review the feedback received from the open house. If any changes are desired, they can be incorporated into this interim budget, or the final budget that will be passed in spring.

The budget document is an organizational summary. It summarizes the major and minor cost categories across the organization, compares the 2023 budget to the proposed 2024 budget, and provides notes with explanations of the categories.

## **Highlights:**

1. The interim budget is balanced.
2. The estimated assessment increase is 4%.
3. The budget includes a planned transfer of a \$500,000 surplus from 2023.
4. NO funds have been budgeted to proceed with work approved in Council Strategic Plan.
5. We have substantially increased the expected interest revenue.
6. The 2024 budget includes a contingency of \$70,000 (0.42%).
7. 2024 Operating expenses have decreased by \$47,118. (0.28%). This reduction presents a risk to the success of operations. The actual inflation was 6.8% in 2022 and is currently 3.1%. Therefore, the County's buying power has been substantially decreased over the past two years.

## **Benefits:**

- The budget reflects the same level of services offered in 2023
- Expenses have been reviewed line by line and where possible, savings and cuts in spending were identified.

## **Disadvantages:**

- Budget numbers are estimates only.
- Inflation may make it difficult to manage the budget.



# Request for Decision (RFD)

## Alternatives:

- To increase taxes to allow for transfers to reserves.

## Financial Implications:

Operating Revenues	\$16,794,869
Capital Revenues	<u>5,699,595</u>
<b>Total Revenues</b>	<b>\$22,494,464</b>

Operating Expenses	\$16,851,043
Capital Expenses	7,687,721
<b>Total Expenses</b>	<b>\$24,538,764</b>
Amortization	<u>( \$2,044,300)</u>
<b>Net Expenses</b>	<b>22,494,464</b>

## Legislation:

n/a

## Intergovernmental:

n/a

## Strategic Alignment:

n/a

## Enclosure(s):

1. 2024 Budget Summary

Signature of the CAO: \_\_\_\_\_

SMOKY LAKE COUNTY  
Municipal  
Budget to Actual Report

	BUDGET 2023	BUDGET 2024	Chg %	Note #
<b>OPERATING REVENUE</b>				
<b>Taxes</b>				
Farmland & Residential	\$4,112,277	\$4,307,447	4.75%	
Machinery & Equipment	1,380,287	1,324,157	(4.07%)	
Non - Residential	1,304,804	1,432,764	9.81%	1) assume 4% increase in assessment
Linear	5,998,187	6,429,717	7.19%	
Provincial Government	68,756	12,978	(81.12%)	
Sewer Levy	9,040	9,040	0.00%	
<b>Other Income</b>				
Well Drilling/Drill Rigs	5,500	5,500	0.00%	
Penalties	85,300	85,200	(0.12%)	Don't budget for uncollectable penalties
User Fees and Sales of Goods	595,709	641,450	7.68%	2)
Investment Income	350,000	693,998	98.29%	3) current rates 5.5-5.8%
Development Levies	58,500	69,000	17.95%	
Licenses and Permits	224,500	224,000	(0.22%)	4)
<b>Sales to Other Governments</b>	<b>342,135</b>	<b>346,635</b>	<b>1.32%</b>	5)
<b>Grants</b>				
Provincial Conditional - Operating	707,215	599,753	(15.20%)	6)
CLC	113,230	113,230	0.00%	
<b>Transfer from Operating Reserve</b>	<b>913,969</b>	<b>500,000</b>	<b>(45.29%)</b>	7)
<b>TOTAL OPERATING REVENUE</b>	<b>16,269,409</b>	<b>16,794,869</b>	<b>3.23%</b>	Total revenue increase less than 3%
<b>OPERATING EXPENSES</b>				
<b>Salaries, Wages, and Benefits</b>				
Salaries & Wages	5,789,298	5,819,957	0.53%	8)
Benefits	1,446,817	1,247,025	(13.81%)	9) WCB was included in benefits budget in #DIV/0! 2023
WCB		85,000		
Other Wages	10,000	10,000	0.00%	10)
<b>Contracted and General Services</b>		<b>0</b>		
Mileage	56,350	45,700	(18.90%)	11) Departments have worked to decrease
Meals and Lodgings	95,360	95,360	0.00%	11) Managers have cut plans for conference attendance. Planning participation in FCM has been removed.
Membership & Conference Fees	59,015	60,435	2.41%	
Freight, Express, Postage	44,450	42,250	(4.95%)	
Telephone & Communication	99,410	98,150	(1.27%)	
Training	126,000	112,700	(10.56%)	
Advertising, Printing, Subscriptions	70,050	60,550	(13.56%)	
Accounting & Auditing	42,000	34,000	(19.05%)	
Legal Fees	42,500	40,000	(5.88%)	
Assessor Fees	142,800	146,000	2.24%	
Engineering Fees	173,520	128,670	(25.85%)	
Other Consulting	62,350	62,700	0.56%	
Computer Programing	148,750	167,417	12.55%	
Insurance	281,362	271,261	(3.59%)	
Other Services	1,757,317	1,653,718	(5.90%)	
<b>Materials, Goods, and Utilities</b>		<b>0</b>		#DIV/0!

	BUDGET 2023	BUDGET 2024	Chg %
Office/Food/Janitorial Supplies	104,237	90,330	(13.34%)
Fuel/Parts/ Etc	2,175,190	1,547,100	(28.88%)
Offset to Road Plan	-2,196,808	-1,618,946	(26.30%)
Gravel	0	455,000	#DIV/0!
Chemicals	50,000	40,000	(20.00%)
Computer Supplies	61,600	69,149	12.25%
Utilities	209,079	213,799	2.26%
Employee Recognition	26,000	40,000	53.85%
Other General Supplies	458,800	817,500	78.18%
<b>Transfers to Local Boards &amp; Agencies:</b>	<b>784,865</b>	<b>318,794</b>	<b>(59.38%)</b>
<b>Write Offs</b>	<b>3,000</b>	<b>0</b>	<b>(100.00%)</b>
<b>Bank Charges &amp; Interest</b>	<b>6,000</b>	<b>9,100</b>	<b>51.67%</b>
<b>Requisitions</b>	<b>2,574,024</b>	<b>2,574,024</b>	<b>0.00%</b>
<b>Contingency</b>	<b>174,526</b>	<b>70,000</b>	<b>(59.89%)</b>
<b>Amortization</b>	<b>2,020,300</b>	<b>2,044,300</b>	<b>1.19%</b>
	<u>16,898,162</u>	<u>16,851,043</u>	<u>(0.28%)</u>
<b>Total Operations</b>	<b>-628,753</b>	<b>-56,174</b>	<b>(91.07%)</b>
<b>Capital Funding</b>			
Sale of Capital Assets	543,800	605,700	11.38%
Provincial Capital Grants	3,303,489	3,674,178	11.22%
Transfer from Reserve	1,903,159	1,419,717	(25.40%)
<b>Capital Funding</b>	<b>5,750,448</b>	<b>5,699,595</b>	<b>(0.88%)</b>
<b>Capital Expenses</b>			
Buildings & Land		0	#DIV/0!
Transfer to Reserve	1,014,000	227,000	(77.61%)
Engineering Structure - Road	2,421,877	1,843,946	(23.86%)
Engineering Structure - Bridge	1,659,659	4,167,529	151.11%
Land Improvements	93,000	32,000	(65.59%)
Equipment	1,443,155	822,827	(42.98%)
Vehicles	510,304	594,419	16.48%
	<u>7,141,995</u>	<u>7,687,721</u>	<u>7.64%</u>
<b>Total Capital</b>	<b>-1,391,547</b>	<b>-1,988,126</b>	<b>42.87%</b>
<b>Net Profit/Loss</b>	<b>-2,020,300</b>	<b>-2,044,300</b>	<b>1.19%</b>
<b>Remove Amortization</b>	<b>2,020,300</b>	<b>2,044,300</b>	<b>1.19%</b>
<b>Adjusted Surplus (Deficit)</b>	<b>0</b>	<b>-0</b>	<b>#DIV/0!</b>

Note #

## Smoky Lake County Notes to the 2024 Budget

### 1) Taxes

The budget is currently based on a predicted 4% increase in residential assessment resulting in an overall increase of 4% in non residential tax revenue.

Total Taxes budgeted 2024	13,507,063
Total Actual Taxes billed in 2023	12,948,995
increase in tax revenue	558,068

### 2) User Fees and Sales of Goods

User Fees and sales includes all fees charged (fire fighting, mva, water sold, snow flags, dust control, sand and gravel, rentals, etc.

### 3) Investment Income

Predictions are that interest rates won't decline until Q2, 2024. We have budgeted based on actual revenue this year with an expected slight decline for the end of next year.

### 4) License and Permits

License and permits include the aggregate levy license. Annually we estimate a minimum of \$200,000 which is transferred to reserves for future haul road projects. The transfer to reserve is included in the capital projects

### 5) Sales to Other Governments

Sales to Other Governments includes, revenue for responding to MVAs and reimbursements from other municipalities from shared projects.

### 6) Provincial Conditional - Operating

	2023	2024
Agriculture Services	\$ 138,907	\$ 166,247
Family and Community Social Services	\$ 93,308	\$ 97,506
Municipal Sustainability Operating	\$ 95,000	\$ 215,000
Municipal Operational Support	\$ -	\$ -
Summer Employment Grants	\$ 15,000	\$ 15,000
Fire Camp (FCSS)	\$ 10,000	\$ 6,000
Firesmart grant	\$ 40,000	\$ -
Remainder of ACP grant for Fire Study	\$ -	\$ -
ACP Grant for Planning	\$ 200,000	\$ 100,000
Community Adult Learning	\$ 113,230	\$ 113,230
	\$ 705,445	\$ 712,983

### 7) Transfer from Operating Reserves

At this point in the budget process, we are anticipating \$500,000 in 2023 surplus to carry forward for 2024.

## **Smoky Lake County Notes to the 2024 Budget**

### **8) Salaries and Wages**

The budgeted Cost of Living increase for 2024 is:

IOE 955	0 (as per the 2021-2022 contract)
CUPE/Non Union staff and managers	\$0.75 per hour
Council	0% as per Council motion

The budget includes incremental increases where applicable.

#### **Staffing Highlights:**

Public Works

2 Summer Student positions have been added

ASB

The budget for mowers remains at 27 weeks.

Administration

A Clerk position has been temporarily decreased to 2 days per week to reflect changes resulting from a maternity leave

Parks and Rec

2 additional Summer Student positions have been added

### **9) Benefits**

2023 benefits reflect inflation increases and increases associated with salary increases

LAPP contribution rates decrease by approx. 1%

### **10) Other Wages**

\$10,000 budgeted is for the per diem wages paid to public members on Smoky Lake County Boards

### **11) Mileage, Meals and Lodging, Membership Fees, Freight, Express, Postage, Telephone, Training**

Budgets have increase by \$1,000 to cover some of inflation and training requirements. The departments have cut the amount of conferences and training commitments

### **12) Advertising, Printing, Subscriptions**

Advertising costs have decreased because there is only one paper to produce the monthly Grapevine. Printing and subscriptions have increased to reflect inflation

### **13) Auditing/ Legal/Assessor/Engineering Fees**

Legal fees have been decreased. Engineering fees include engineering needed for gravel and bridge inspections

### **14) Other Consulting**

Other Consulting includes \$55,000 contribution to LARA

### **15) Computer - Software and hardware**

This includes all the computer licensing, purchases, toner and office equipment repairs and maintenance. No consulting funds have been budgeted to advance the Strategic Plan.

### **16) Insurance**

Insurance is higher than expected in 2022. The budget has been increased for 2023

**Smoky Lake County  
Notes to the 2024 Budget**

**17) Other Services**

Misc. Services includes Equipment/Building Rentals, All outsourced repairs and maintenance (equipment/building/vehicle), license and permits, and contractor work.

**It also includes the policing levy which will increase by 50%**

2022	\$127,404		
2023	\$191,242	2024	\$286,863

**18) Office/Food/Janitor Supplies**

No budgeted room for office furniture replacement.

**19) Fuel/Parts/Etc.**

Parts will increase as repairs on older vehicles and equipment increase.

Fuel has been increased to reflect the substantial price increase seen in 2023

Equipment Costs have been reallocated to the Capital Road budget

**20) Gravel**

Gravel Crushing is expected for 2023

**21) Chemicals**

There is an abundance of left over chemical inventory in 2023 therefore less will need to be purchased in 2024

**22) Utilities**

Utilities have increased due to inflation

**23) Employee Recognition**

The budget for County employee recognition includes recognition for Fire Department Volunteers, staff teambuilding events, and long term service awards. Increases are for service awards and retirements

**24) Other General Supplies**

Other General Supplies includes the purchase of water, supplies for the fire departments, along with small misc. supplies required.

**25) Transfers to local boards and agencies**

These are annual contributions for grants to organizations, fire protections costs paid to the fire departments, Community Learning Council, Aspenview Family School Liaison, Agricultural Societies, and the annual cost to Evergreen Waste Commission

Projects:

Heritage Board annual contribution \$13,000

The budget for grants to individuals and organizations increased from \$29,000 to \$31,000 to allow for funding to cemeteries and halls

The budget for grants to the three Agricultural Societies remains at \$95,000

**25) Contingency**

The proposed budget for contingency is \$70,000

## Smoky Lake County Notes to the 2024 Budget

### 26) Sale of Capital Assets

	2023	2024
Unit 195	\$30,000	
pickup trucks	\$313,800	\$ 555,226
Town portion of fire assets		\$ 9,974
Mower		\$ 30,000
Insurance for radios		\$ 10,500
	\$343,800	\$ 605,700

### 27) Provincial Capital Grants

	2023	2024
MSI Capital	\$ 749,250	\$ 681,000
STIP Bridge Program	\$ 649,915	\$ 2,644,150
Federal Gas Tax Grant	\$ 578,324	\$ 349,028 ** using previous years unspent
Alberta Transportation Community Initiatives		
	\$ 1,977,489	\$ 3,674,178

### 28) Transfers from Capital Reserves

	2023	2024
Previous years projects	\$ -	
Aggregate Levy - Road Repair	\$ 517,500	\$ 191,000
Road projects	\$ 161,000	\$ -
Fire assets		\$ 22,961
2022 grader ordered		\$ 647,000
Aggregate Levy - Bridge Repair	\$ -	\$ 508,756
Ag mower	\$ -	\$ 50,000
To fund capital budget	\$ 813,259	
	\$ 1,491,759	\$ 1,419,717

### 29) Transfers to Reserves

	2023	2024
5 Year Capital Plan	\$ 1,014,000	\$ 227,000
Road Plan	\$ -	
	\$ 1,014,000	\$ 227,000

### 30) Capital and Road Plan

The capital and road plan budgets are provided in detail through Requests for Decisions



**Policy M-01-30-01: Monthly Departmental Reporting**

Chief Administrative Officer - Report Period: November 24, 2023 – December 7, 2023		
LEGISLATIVE / GOVERNANCE		
Projects	In Progress	Completed
<p><b>Alberta Motor Vehicles and Registries: Application for Access to Motor Vehicle Information (AMVIR File # 000-12764)</b></p> <ul style="list-style-type: none"> <li>■ <b>Peace Officer</b> completed an Application For Access to personal driving and motor vehicle information in conjunction with his Community Peace Officer role and duties under the Traffic Safety Act. Reference as “ROADS”.</li> <li>■ <b>Smoky Lake County</b> received a letter from Roger Grove, Executive Director, Motor Vehicles &amp; Registries, dated November 30, 2023 by email indicated that our Organization has been approved to obtain Alberta’s Motor Vehicles Registry – Direct Access. <b>ATTACHMENT: L-1</b></li> <li>■ <b>Once the County</b> returns the executed “Agreement For Access to Information As Required by the Access to Motor Vehicle Information Regulation” between Smoky Lake County and His Majesty in right of Alberta as Represented by the registrar of Motor Vehicle Services appointed by the Minister of Service Alberta and Red Tape Reduction – File #: AMVIR File 000-12764. Peace Officer will be issued a confidential Personal Unique Access Number (PUAN) which must be provided to the registry agent to facilitate information requests. <b>ATTACHMENT: L-2</b></li> </ul> <p><b>RECOMMENDATION:</b>  <u>Motion # 1:</u>  <b>That County Council acknowledge receipt of the emailed letter received from Roger Grove, Executive Director, Motor Vehicles &amp; Registries, dated November 30, 2023 that the application submitted by Smoky Lake County has been approved to obtain Alberta’s Motor Vehicles Registry – Direct Access to ROADS Agreement in relation to the Peace Officer Program and the Traffic Safety Act.</b></p> <p><u>Motion # 2:</u>  <b>That Smoky Lake County, in relation to the Peace Officer Program execute the “Agreement For Access to Information As Required by the Access to Motor Vehicle Information Regulation” between Smoky Lake County and His Majesty in right of Alberta as Represented by the registrar of Motor Vehicle Services appointed by the Minister of Service Alberta and Red Tape Reduction – File #: AMVIR File 000-12764 for a term of three (3) years commencing on the date of this agreement (December 14, 2023) and may be extended for additional one (1) year term to a maximum of five (5) additional years for the Peace Officer to be issued a confidential Personal Unique Access Number (PUAN) to provide to the registry agent to facilitate information requests.</b></p>	<p>Nov. 30/23</p>	<p>Dec. 14/23</p>
<p><b>Smoky Lake Regional Heritage Board</b></p> <ul style="list-style-type: none"> <li>■ Bylaw NO. 1371-20: Smoky Lake Regional Heritage Board’s – Section 4.2 : To <b>advise the Member Municipality Councils</b> on any policy and regulatory matters relating to the heritage and heritage resources of the Region, including the 20-Year Heritage Management Plan. (Policy Statement NO. 61-20).</li> <li>■ <b>Heritage Board Business Arising – July 2023 Meeting:</b> <b>ATTACHMENT: L-3</b>                      This table provides a brief description of tasks based on bylaw purposes and HMP objectives and tasks. If there is anything missing that a municipality feels should add to the work plan, please let Noreen Easterbrook know or pass it along to the Board representative.</li> </ul> <p><b>RECOMMENDATION:</b>  <b>That Smoky Lake County acknowledge receipt of the Smoky Lake Regional Heritage Board – Action Tracking Table list dated July 2023 providing brief description of tasks completed and to be completed in respect to the objectives and activities within the Heritage Management Plan and Bylaw NO. 1371-20.</b></p>	<p>Nov. 18/23</p>	

ADMINISTRATIVE		
Projects	In Progress	Completed
<p><b>Smoky Lake Chamber of Commerce</b></p> <ul style="list-style-type: none"> <li>▪ <b>County</b> received an Invoice #175 on November 17, 2023 for <b>2024 Membership</b>. We have supported the Chamber of Commerce for many years.</li> <li>▪ The organization of business owners and entrepreneurs' efforts to coordinate commerce, industry, and the professions in maintaining and strengthening a sound and healthy business climate in our region is important.</li> <li>▪ County shows support and promotes interest for local business community by renewing the membership.</li> </ul> <p><b>RECOMMENDATION:</b>  <b>That County Council approve action taken by Administration to renew the 2024 Membership with Smoky Lake Chambers of Commerce in the amount of \$175.00 in accordance with the November 17, 2023 – Invoice #175.</b></p>	Nov. 17/23	
FINANCIAL		
Projects	In Progress	Completed
<p><b>BF 13398 – Cache Creek</b></p> <ul style="list-style-type: none"> <li>■ Formula Alberta submitted an Extra Work Order (EWO) Costs for the additional costs associated with resolving the unforeseen conditions on site at BF 13398.</li> <li>■ May 26, 2022: Motion 758-22: BR13398 – Tender Award – Formula Alberta Ltd. <i>“That Smoky Lake County Council approve to fully award the tender to: Formula Alberta Ltd. of Stony Plain, Alberta, in respect to the bridge replacement tender: TND20213156-1 for bridge number BF13398, at NW-07-60-12-W4.”</i> The Contractor was approved by the County to do the work. Meanwhile Formula anticipated work extended to two additional days of unforeseen costs in attempt to locate the water line beyond original contract. <b>ATTACHMENT: F-1</b></li> <li>■ Meeting held with Jen Plamondon, myself, Public Works Manager, and Finance Manager on November 30, 2023 outlined the circumstances for the additional costs in the amount of \$68,499.59 over the Contract.</li> <li>■ Administration concurred when Associated Engineering provided an explanation and the request to be compensated was accurate.</li> </ul> <p><b>In the spirit of our current relationship with Formula Alberta and previous history of this company assisting the County; and to maintain our partnership for future work.</b></p> <p><b>RECOMMENDATION:</b>  <b>That County Council approve action taken by Administration to compensate Formula Alberta Ltd. of Stony Plain, Alberta in the amount of \$68,499.59 for the additional work - Change Order 004 to complete to BF 13398 – Cache Creek located on RR 130 on NW-07-60-12-W4 in reference to the tender #TND20213156-1 awarded on May 26, 2022 – Motion 758-22.</b></p>	Aug 30/23	Nov 30/23
<p><b>Municipal Information Services</b></p> <ul style="list-style-type: none"> <li>■ Received an email on October 30, 2023 from Assistant Deputy Minister, Gary Sandberg – RE: release of the <b>2022 Municipal Indicator</b> Results. <b>ATTACHMENT: F-2</b></li> <li>■ Smoky Lake County did not meet the threshold ratio (.99) for one of the Indicators and the County needs to respond to this report with an explanation as our investment in capital is less than our amortization. <b>Indicator #11: Investment in Infrastructure.</b></li> <li>■ Chief Administrative Officer response will indicate: (1) Smoky Lake County has received MSI reduction annually since 2015. (2) Dealing with an issue of over \$2,000,000.00 outstanding in unpaid oil and gas taxes. This has substantially affected our ability to maintain our capital replacement as required without</li> </ul>	Oct 30/23	Dec. 14/23

<p>borrowing at high interest rates. Smoky Lake County will continue to look for solutions.</p> <ul style="list-style-type: none"> <li>Any questions or additional comments before submission?</li> </ul> <p><b>RECOMMENDATION:</b>  <b>That County Council acknowledge that Smoky Lake County’s 2022 Municipal Indicator results – Indicator #11: Investment in Infrastructure did not meet the threshold ratio of capital spending to amortization (depreciation) over a five-year period and accept the Interim Chief Administrative Officer’s response to Municipal Affairs as follows:</b></p> <p><b>“Smoky Lake County has received MSI funding reductions annually since 2015, and is dealing with outstanding unpaid oil and gas taxes (over \$2,000,000.00). These continued issues have substantially affected the County’s ability to maintain capital replacement has required without borrowing at high interest rates. Smoky Lake County will continue to look for solutions.”</b></p>		
<p><b>Northern and Regional Economic Development (NRED) Program Application: November 23, 2023 - Motion 128-33</b></p> <ul style="list-style-type: none"> <li><b>The following motion will require further direction, as this was not discussed at the budget meeting held on December 5, 2023:</b></li> </ul> <p>“That Smoky Lake County defer further discussion in respect to the 2023-24 Northern and regional economic development (NRED) program intake which closes December 20, 2023, to the December 5, 2023, Council Budget Meeting, to potentially fund 50% of a matching grant from the Council Strategic Initiatives contingency”.</p>	Nov. 23/23	
<b>HUMAN RESOURCES</b>		
<b>Projects</b>	<b>In Progress</b>	<b>Completed</b>
<ul style="list-style-type: none"> <li><b>Staff Debrief</b> combine October and November together.</li> </ul>	Dec. 7/23	Dec. 7/23
<p><b>Chief Administrative Officer (CAO) Recruitment: Position</b></p> <ul style="list-style-type: none"> <li>Request 5 Applications as of December 3, 2023</li> <li>For Council information - Advertised at the following: <ul style="list-style-type: none"> <li><b>Canada Municipal Jobs</b> <ul style="list-style-type: none"> <li>\$313.95 (paid online)</li> <li>Ad has been reposted and extended. It can be viewed at this link: <a href="#">Chief Administrative Officer</a>. This ad will remain on the CMJ website until the end of the day May 28, 2024, unless otherwise notified.</li> </ul> </li> <li><b>RMA</b> <ul style="list-style-type: none"> <li><a href="https://rmaalberta.com/e">https://rmaalberta.com/e</a></li> <li>Submitted to RMA for posting on November 28, 2023</li> </ul> </li> <li><b>Alberta Municipalities</b> <ul style="list-style-type: none"> <li><a href="https://www.abmunis.ca/">https://www.abmunis.ca/</a></li> <li>Posted November 29, 2023.</li> </ul> </li> <li><b>Redwater Review</b> <ul style="list-style-type: none"> <li>Small ad placed in the Grapevine Will be published in the Redwater Review the week of December 4</li> </ul> </li> <li><b>Social Media-</b> <ul style="list-style-type: none"> <li>schedule to appear on Smoky Lake County social media accounts on <b>November 28, December 8, 18, 28 and January 4</b></li> </ul> </li> <li><b>County Website</b> <ul style="list-style-type: none"> <li>Post on the Smoky Lake County website- <b>November 28, 2023</b></li> <li>Add as a 'Notice' on the County website- <b>November 28, 2023</b></li> </ul> </li> </ul> </li> </ul>	Nov 15, 2023	outstanding
<p>Some Grader Operators have expressed that the County consider increasing the current rate of compensation for Grader Plug-In.</p> <p>I am <b>waiting for an official request</b> to come to County Administration.</p>		
<p><b>Smoky Lake County Fire Chief: Report – To Update Council</b> on a few issues.</p> <p style="text-align: right;"><b>ATTACHMENT: HR-1</b></p>		
<p><b>Smoky Lake County Planning and Development: Report – To Update Council</b> on a few issues.</p> <p style="text-align: right;"><b>ATTACHMENT: HR-1</b></p>		

COMMUNITY		
Projects	In Progress	Completed
<p><b>Lakeland Roman Catholic Separate School Division (LRCSSD): DayCare</b></p> <ul style="list-style-type: none"> <li>■ Lakeland Roman Catholic Separate School Division attended the Joint Council meeting with on November 21, 2023 regarding the Daycare possibility at the new school build. <ul style="list-style-type: none"> <li>▶ Secretary-Treasurer, CFO, Tessa Hetu - November 23, 2023: Email received with supporting documents regarding the daycare possibility at our new school in Waskatenau: <ol style="list-style-type: none"> <li>1) Powerpoint presentation from initial design</li> <li>2) Updated floor plan for current design (current as of November 14th)</li> <li>3) Statement of Commitment form</li> </ol> </li> </ul> </li> <li>■ They would like to have confirmation of the municipality's commitment(s) by no later than mid-December, to allow for them to incorporate the daycare into the design process, to not have any delays in our project.</li> <li>■ November 30, 2023: Smoky Lake County - Letter written to Joe, Arruda, Superintendent, in respect to County's position for the DayCare. <b>Attachment: C-1</b></li> <li>■ December 4, 2023: Village of Waskatenau - Letter written to Joe, Arruda, Superintendent, in respect to Village's position for the DayCare. <b>Attachment: C-1A</b></li> </ul> <p><b>RECOMMENDATION:</b>  <b>That County Council approve action taken by the Reeve on November 30, 2023 of the Letter written to Joe Arruda, Superintendent, Lakeland Roman Catholic Separate School Division (LRCSSD) indicating that the County is not in a position to commit any funds towards the new Holy Family Catholic School Project or DayCare.</b></p>	<p><b>Nov. 21/23</b></p>	<p><b>Nov. 30/23</b></p>
<p><b>Exhibition "The War Is Not Over Yet"</b></p> <ul style="list-style-type: none"> <li>■ Ukrainian National Hall in Smoky Lake (Ukrainian Educational Association of Taras Shevchenko) are generously helping organize the presentation of the exhibition "The War is Not Over Yet", in the town of Smoky Lake, Alberta, on <b>December 16, 2023, from 1:00 PM to 7-8 PM,</b> <b>Attachment: C-2</b></li> <li>■ Smoky Lake County is assisting with photocopying and sharing this exhibition on our website for the community, and for continuing to bring awareness to the suffering and loss the Ukrainian nation is enduring, due to Russia's full-scale invasion.</li> <li>■ National Hall, President Pat Palechuk has advised us that full permission to promote and advertise the exhibition is granted and have express sincerely gratitude for County's assistance.</li> <li>■ The exhibition "The War Is Not Over Yet" is dedicated to the ongoing Russia-Ukraine war, as it highlights the magnitude of the humanitarian catastrophe, the extent of horrors inflicted by Russia, and the stories of courageous Ukrainians whose lives were ruthlessly taken — or forever altered — by this war. You are receiving this invitation for awareness and/or to personally attend, if you wish...</li> </ul> <p><b>RECOMMENDATION:</b>  <b>That Smoky Lake County acknowledge receipt of the Exhibition "The War Is Not Over Yet" in the Town of Smoky Lake, Alberta on December 16, 2023 from 1:00 P.M. to 7-8 P.M. as received by email from Ukrainian National Hall, President, Pat Palchuk on December 5, 2023 and provide photocopying and awareness support.</b></p>	<p><b>Notification sent on December 6/23 at 8:11 a.m.</b></p>	
TRAINING / MEETINGS		
ACTION LIST		
<p><b>October 12, 2023 and October 26 Council Meetings and October 26, 2023 Organizational Meeting.</b>  <i>To be emailed out next week prior to the meeting.</i> <b>ATTACHMENT: AL-1</b></p>		
<p><b>Signature:</b>  <b>Interim Chief Administrative Officer</b></p>	<p><b>County Council Meeting: December 14, 2023</b></p>	



Data Access & Contract Management Unit  
 Motor Vehicles & Registries Administration  
 Service Alberta and Red Tape Reduction  
 3<sup>rd</sup> Floor, John E Brownlee Building  
 10365 – 97 Street NW  
 Edmonton, Alberta, Canada T5J 3W7  
 Telephone: 780-427-0024

November 30, 2023

Lydia Cielin, Assistant CAO  
 Smoky Lake County  
 PO Box 310  
 4612 McDougall Drive  
 Smoky Lake, Alberta T0A3C0

Dear Lydia Cielin:

**Subject: Application for Access to Motor Vehicle Information (AMVIR File # 000-12764)**

Pursuant to your application for access to personal driving and motor vehicle information, your organization has been approved to obtain an Access to Motor Vehicle Information Regulation Agreement, in accordance with the Access to Motor Vehicle Information Regulation, AR 140/2003, as amended ("AMVIR"). Based on your application(s) under AMVIR File # 000-12764 your organization has been approved to obtain the following information from Alberta's Motor Vehicles Registry:

Direct Access

Your organization has been approved to request and use this information for the purposes under the following sections of AMVIR:

The Registrar may, on request, release information,

- 2(1)(j)(i) [only to a public body or a law enforcement agency in Canada to assist in an investigation] undertaken with a view to a law enforcement proceeding, [where public body and law enforcement agency means public body and law enforcement agency as defined in the Freedom of Information and Protection of Privacy Act respectively,]
- 2(1)(j)(ii) [only to a public body or a law enforcement agency in Canada to assist in an investigation] from which a law enforcement proceeding is likely to result, [where public body and law enforcement agency means public body and law enforcement agency as defined in the Freedom of Information and Protection of Privacy Act respectively,]

Enclosed is your AMVIR Agreement that requires your signature. Please make a copy, sign both the copy and the original, and return them to the following address:

AMVIR Agreements  
 Data Access and Contract Management Unit (DACMU)  
 Service Alberta  
 3rd Floor John E. Brownlee Building  
 10365 - 97 Street  
 Edmonton, Alberta, Canada, T5J 3W7

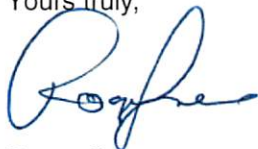
One fully executed copy of the AMVIR Agreement will be returned for your files.

Upon receipt of the signed AMVIR Agreements, you will be issued a confidential Personal Unique Access Number (PUAN), which must be provided to the registry agent to facilitate your information requests.

If the two copies of the AMVIR Agreement, executed in original, are not returned in 30 days, the Registrar will assume that you no longer require an AMVIR Agreement and your file will be closed. To be able to request information if this occurs, you will need to reapply for an AMVIR Agreement.

If you have any questions, please contact Service Alberta and Red Tape Reduction by phone at (780) 427-7013.

Yours truly,

A handwritten signature in blue ink, appearing to read "Roger Grove". The signature is fluid and cursive, with a large initial "R" and "G".

Roger Grove  
Executive Director, Motor Vehicles & Registries  
Administration

THIS AGREEMENT made this 30<sup>th</sup> Day of November 2023.

**AGREEMENT FOR ACCESS TO INFORMATION  
AS REQUIRED BY THE  
ACCESS TO MOTOR VEHICLE INFORMATION REGULATION**

BETWEEN:

**HIS MAJESTY  
in right of Alberta  
as Represented by the Registrar of Motor Vehicle Services  
appointed by the Minister of Service Alberta and Red Tape Reduction  
(hereinafter the “Registrar”)**

**-and-**

**Smoky Lake County  
(hereinafter the “Recipient”)**

**(the “Parties”)**

**BACKGROUND**

- A. The Access to Motor Vehicle Information Regulation A.R. 140/2003 (hereinafter “AMVIR”), enacted under the authority of the *Traffic Safety Act*, R.S.A. 2000, c. T-6 (hereinafter the “Act”), came into force on May 1, 2004 and it (including any amendments) governs the release of and access to personal driving and motor vehicle information.
- B. AMVIR requires that the Registrar enter into an agreement with each recipient of personal driving and motor vehicle information. In the case of an Government of Alberta department, the agreement is in the form of a Memorandum of Understanding.
- C. The Recipient has applied for access to Information and the Registrar has decided that the Recipient may receive such Information subject to any limitations set out in AMVIR, the Act, any other applicable legislation, including but not limited to the *Freedom of Information and Protection of Privacy Act* (Alberta), the *Personal Information Protection Act* (Alberta), the *Personal Information Protection and Electronic Documents Act* (Canada), Registrar’s Decisions: Notifications, and all Policies, on the terms set out in this Agreement.

# HERITAGE BOARD BUSINESS ARISING

## For July 2023 meeting

L.3

### Action Tracking Table

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
September 02, 2021	21-6	Alberta Community Partnership Grant	A wetlands study is needed to protect wetlands and water ways.	Kyle	Nov 2022	Complete	A sensitivity study is expected to be done through a government program. An ACP grant funding application was submitted. Declined at this time.
March 18, 2022	22-01	Heritage Board Orientation Package	Noreen to assist Jordan in developing the heritage board orientation package	Jordan	Nov 12, 2022	Complete	There is some overlap with the Joint Municipalities presentation and the orientation presentation focusing more on HMP mandate and designation process for the latter.
March 18, 2022	22-03	Historic Tours	Research and develop a pamphlet that could also later become a phone app to give the public historic information in the form of walking tours and driving tours. Holding off the project at the moment as there is lots going on in the downtown,	Carol, Marianne, Pam Noreen		Town of Smoky Lake walking tour completed	First, find pamphlets that have been made in the past to update them. Determine pamphlets needed for heritage driven tourism to develop. Make consistent and user-friendly formats. HB members have been working on a booklet for the Town of Smoky Lake
March 18, 2022	22-04	HITMOTR	Avian deterrent is needed for barn. Chicken wire on the inside might be an easy more economical solution and will not be visible outside.	Graham		In Progress	Graham said he will take measurements for us to install chicken wire to be placed on inside walls where birds enter. Graham, Christine, and Noreen volunteered to attach the mesh. Graham obtained chicken wire.



# HERITAGE BOARD BUSINESS ARISING

## For July 2023 meeting

### Action Tracking Table

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
March 18, 2022	22-06	Youth Presentation	Plan a presentation to the youth in the school and think of ways to promote the importance of heritage.	Noreen Christine		Complete	When offering to connect students with seniors, the principal suggested grade 6 . Noreen and Christine went to the classroom and to barvnook to teach and facilitate oral history interviews
March 18, 2022	22-07	Advertise	Advertise in Redwater Review for new board members targeting youth.	Noreen	Fall 2023	In Progress	Noreen suggested one possibility is to approach Youth Group in September Discuss with Town
May 25, 2022	22-09	Mandate	Heritage Board Presentation at Joint Municipalities Meeting	Noreen	Nov 2022	Complete	Invited to Nov 14 meeting, presentation given by Chair.
May 25, 2022	22-10	PayPal Account	Setup PayPal Account so monies can be deposited into our account	Amy	June 2022	Complete	One donation received through pay pal on Facebook
May 25, 2022	22-11	Train Station	Inquire about “Friends of the CNR Station” File at the Town Office	Amy	Nov 2022	Complete	Very little is in the file; however, \$2,000 is available.
May 25, 2022	22-12	Designation Plaques	Create text for Hamlin Road Ranch and Apedaile Farmstead	Noreen & Christine	Sept 2022	Complete	Hamlin Ranch rescinded from designation at this time but will be re-designated once renovations are complete. Plaque text was written and sent to SLC Planning Manager.
May 25, 2022	22-14	Buildings to Designate in 2022	Finalize decision with committee then write letter to council/s with recommendation	Noreen	Sept 15, 2022	Complete	Letter written to town of Smoky Lake recommending SL Train Station and Rudy’s garage. Owners for the latter decided not to designate; town is going ahead with train station, 60 day notice was reached.
October 25, 2022	22-15	Donation Plaques	Design Donor Board for Ruthenia School	Graham	Aug. 2023	In Progress	List of names given to Graham who has identified a style and business to have it done. The Vegreville engravers quoted 30 cents per letter and the

As of July 2023

# HERITAGE BOARD BUSINESS ARISING

## For July 2023 meeting

### Action Tracking Table

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
							names are 660 letters so with black ash background ~ 16x20”, it will cost just under \$500.
October 25, 2022	22-16	Interpretive Signs	Decide on photos for the interpretive signs.	Kyle, Noreen		Complete	Photos of 300 Dots Per Inch (DPI) or higher is best.
October 25, 2022	22-17	Wetlands for public access	Continue to identify opportunities for public access to further develop the sites off the Iron Horse Trail	Michelle	Summer 2023	In Progress	Michelle is involved with the iron horse trail and aware of a map with wetlands near the trail.
October 25, 2022	22-18	Gate Access	Discuss with leaseholders of the wetland viewing area to possibly have a gate installed within the current fenced area.	Noreen	Fall 2023	In Progress	Permission was granted to create an opening for access. Owners would like to discuss details
October 25, 2022	22-19	Photo Archives	Michelle & Noreen will revisit Terms of Reference and check into possible grants.	Noreen & Michelle	Spring 2023	Completed	Photocopier and bed scanner purchased. Grant applications are being written. One submitted butt has been denied again.
March 27, 2023	23-1	Oral History Committee	Oral Histories Committee to make a list of potential interviewees and list in order of priority.	Noreen Marianne Christine	Spring 2023	Completed	George Gavinchuk as a possibility for the next time.
March 27, 2023	23-2	School Engagement	Noreen to contact the school regarding Educational Engagement with the students.	Noreen	Spring 2023	Completed	Noreen went into the grade six classroom to show and practice oral history interviews
March 27, 2023	23-3	Interpretive panels Clarification	Send suitable photographs and edit text and design for the Interpretive panels.	Noreen Kyle	April 2023	In Progress	Need better communication channels with Behrends Group. Set up meeting to discuss revisions.
March 27, 2023	23-4	Contact Contractor	Contact Contractor for a quote for the fence at Ruthenia School	Noreen Amy	April 2023	In Progress	Ensure other contract work is paid first

# HERITAGE BOARD BUSINESS ARISING

## For July 2023 meeting

### Action Tracking Table

Date Initiated	Action #	Item	Description	Lead Person	Target Date	Status	Result/Decision
July 10, 2023	23-5	Community Engagement	Presentations of Heritage.	Noreen	Fall 2023	Not Started	Include Waskatenau & Vilna Schools along with Senior Centers in the County.
July 10, 2023	23-6	protect vegetation	Ask the County to install a bollard on the access route to wetland.	Noreen	Fall 2023		Talk to leaseholder about strategies to keep out vehicles
July 10, 2023	23-7	Signal House	Visit Signal House to start the process	Noreen, Michelle Christine	Fall 2023		
July 10, 2023	23-8	CN Railway grant	Search out societies or CN Railway union for possible financial support	Graham, Marianne	Spring 2024		
July 10, 2023	23-9	Letters to Mr. Ratsoy	Send letter to Mr. Ratsoy in appreciation for the \$100 000 donation towards the CN Station from each the Town, County & Heritage Board.	Kyle, Noreen	Fall 2023		
July 10, 2023	23-10	Local Artist & School Art Display	Discuss the possibility an Art display in the new school asking Lori Sokoluk to lead the project.	Lorne Halisky	Spring 2024		



**INVOICE**

Invoice No.: 175  
Date: 11/17/2023  
Ship Date:  
Page: 1  
Re: Order No.

**Sold to:**

**Smoky Lake County**  
4612 - McDougall Drive  
PO Box 310  
Smoky Lake, AB T0A 3C0  
Canada

**Ship to:**

Smoky Lake County  
4612 - McDougall Drive  
PO Box 310  
Smoky Lake, AB T0A 3C0  
Canada

**Business No.:**

Item No.	Unit	Quantity	Description	Tax	Base Price	Disc %	Unit Price	Amount
	ea	1	2024 Membership		150.00		150.00	150.00
			Subtotal:					150.00
Shipped By:                      Tracking Number:							Total Amount	150.00
Comment:							Amount Paid	0.00
Sold By:							<b>Amount Owing</b>	<b>150.00</b>



**FORMULA  
ALBERTA**

Bridging The Gap

August 30<sup>th</sup>, 2023

**ASSOCIATED ENGINEERING ALBERTA LTD.**

500, 9888 Jasper Avenue  
Edmonton, AB  
T5J 5C6

Attention: Jen Plamondon

Re: Cache Creek BF 13398 / CON #20213156-1 – EWO Costs

Formula Alberta is formally submitting an Extra Work Order Request for the additional costs associated with resolving the unforeseen differing conditions on site at BF 13398. These differing conditions meet the requirements outlined in section 1.2.37 Differing Conditions of the Alberta Transportation General Specifications and Specification Amendments for Highway and Bridge Construction. Therefore, the costs reflected in the attached spreadsheet are as per Section 1.2.33.2 Extra Work.

For background information for this project, the contract was awarded late due to insufficient funding. Due to the late award and Formula Alberta's schedule already being full, the start date was pushed on this project to late fall and construction continued into winter where unfavorable frozen conditions were encountered. The late award and resulting winter construction caused some work items to be deferred to spring/summer. This delay, winter shutdown and subsequent spring remobilization incurred additional costs on Formula's behalf that was absorbed by us before the project was even underway. It is noted that in the winter shut down months, Formula Alberta had anticipated spending two full days with crew and equipment to maintain the site until it was time to return in full capacity. However, during the shutdown Formula Alberta had to provide staff and equipment for a total of four days, resulting in two additional days of unforeseen costs.

During the tendering period, based on the location of the waterline as shown on the tender drawings, and on typical depths of waterlines which is fair and reasonable to foresee, it was anticipated to take one day of hydrovacating to locate and expose the line. The waterline was briefly discussed at the Pre-Construction meeting where all parties agreed to the above. Once Formula Alberta mobilized to site, the hydrovacating commenced as per the original work plan with the Consultant present on site. However, the waterline could not be found at the conflicted pile locations during the first day of searching. The Hydrovac truck was called back to continue searching for the line with the Consultants agreement (these additional days were not included in the original scope of work). Formula Alberta completed our due diligence of communications between them and the County to obtain any further information on the waterline. After two more days of searching, a new work plan to attempt to locate the line was communicated to the consultant via conversations and subsequent revised documented work plan. This involved utilizing two CSP's to prevent the hydrovac holes from sloughing in as well as hiring a much larger hydrovac truck to allow for a deeper search. Unfortunately, after this attempt, water began filling the holes and the hydrovac could not proceed any deeper. It was then relayed to the consultant that the waterline could not be found, and alternative pile locations were needed (as per section 3.9.4 of the Special Provisions in the Contract documents). In the spirit of partnering and facilitating the schedule that was already significantly delayed due to the late award of this contract, Formula Alberta proposed solutions to avoid striking the waterline in the form of RFI's



and redesigns of the piles in conflict. These were accepted by the Consultant and Formula began to proceed with the extra work.

The alternate design caused deeper excavations, more complex dewatering work, and additional time, labour and subcontractor work to be completed. Please see attached Appendix A for original design of the piles as well as the redesign. During the process of developing this design, it was anticipated that the costs for the redesign of the wingwall would be close to equal the wingwall costs that were carried in the original contract. This is because the wingwall redesign called for shorter pile lengths but included the shorter lengths to be secured to concrete bases on the bottom. Formula Alberta had anticipated this to be a wash however after the fact once final costs were totaled, the wingwall redesign costs were higher than the carried costs for the full length wingwalls as per the original design.

The various extra work and delays included extra days of hydrovacating, CSP's for the hydrovac holes, loss of production for the onsite crew/standby time for the crew, design changes for tieback piles, bearing piles and wingwall piles, construction, and installation of the revised wingwall pile design, as well as additional dewatering works and excavation for the installation of the wingwall piles. Along with the two additional days of maintenance that was above and beyond what was anticipated. At the time Formula Alberta was focused on maintaining schedule and proceeding with the work, however as the costs began to trickle in, they became too much to bear full responsibility for which was relayed to the consultant that an Extra Work Order would be coming their way. Please see attached Appendix B, for a spreadsheet outlining the cost breakdown of all additional work including standby time and additional maintenance requirements. It is noted that equipment standby time with the exclusion of the crane and pile driving hammer, or additional use of onsite equipment is not included in the attached, nor is any office support staff rates or lost opportunity costs as in the spirit of partnering, we are willing to share the additional costs that were incurred for the work outside of the original contract scope. Formula Alberta is requesting to be compensated for the time and materials including applicable markups only. Also, see attached Appendix C for RFI's and written correspondence regarding the above.

Regards,

Krista Miles



**FORMULA**

ALBERTA LTD.

\$ 68,499.<sup>59</sup>

# Municipal Indicators

Find out more about how each municipal indicator is calculated and what the results mean

Each indicator is intended to measure a specific aspect of the municipality's governance, finances, or community.

Each indicator has a defined benchmark. The benchmarks established by Municipal Affairs for each indicator are rules of thumb that provide a general indication of acceptable risk; however, a municipality may have unique circumstances or alternative strategies that justify a different result. Should a municipality flag an indicator, Municipal Affairs allows stakeholders to provide an explanation as to result. This explanation is then published next to the indicator result on the Municipal Indicators' Dashboard.

Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p><b>1 - Audit Outcome</b></p> <p>An audit report in the municipality's audited annual financial statements.</p>	The audit report does not identify a going concern risk or denial of opinion.	The municipal auditor was able to complete the audit and express an opinion and did not identify a specific concern about the ability of the municipality to meet its financial obligations.	Follow auditor recommendations to resolve denial of opinion issues. Consider obtaining professional financial consulting services or requesting a viability review to address going concern issues.
<p><b>2 - Ministry Intervention</b></p> <p>Interventions authorized by the Minister of Municipal Affairs in accordance with the <i>Municipal Government Act</i>, such as a viability review, or where directives were issued pursuant to an inspection.</p>	The municipality was not the subject of a Municipal Affairs intervention.	Municipal Affairs is not undertaking a formal intervention with respect to the municipality. The Minister typically intervenes only when requested by a council or through a petition, and only issues directives in cases where significant concerns are evident.	Complete Minister-directed processes and actions.

See the indicator results at [alberta.ca/municipal-indicators.aspx](https://alberta.ca/municipal-indicators.aspx)

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Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p><b>3 - Tax Base Balance</b></p> <p>The proportion of the total municipal tax revenue generated by residential and farmland tax base, regardless of whether it is municipal property taxes, special taxes, or local improvement taxes.</p>	<p>The municipality's residential and farmland tax revenue accounts for no more than 95 per cent of its total tax revenue. Summer Villages are excluded from this indicator to better reflect their geographical and economic conditions.</p>	<p>The municipality can rely in some measure on its non-residential tax base to generate a portion of its tax revenues. These properties are typically taxed at a higher rate than residential and farmland properties.</p>	<p>Ensure taxes on residential and farmland properties are sufficient to meet budgeted expenditure requirements.</p>
<p><b>4 - Tax Collection Rate</b></p> <p>The ability of the municipality to collect own-source revenues, including property taxes, special taxes, local improvement taxes, and grants-in-place-of-taxes.</p>	<p>The municipality collects at least 90 per cent of the municipal taxes (e.g. property taxes, special taxes) levied in any year.</p>	<p>The municipality is able to collect its tax revenues and use those funds to meet budgeted commitments and requisitioning obligations.</p>	<p>Review tax collection and recovery policies and processes.</p>
<p><b>5 - Population Change</b></p> <p>The change in population of the municipality over the past ten years based on the Municipal Affairs Population List.</p>	<p>The population has not declined by more than 20 per cent over a ten-year period. Summer Villages are excluded from this measure because of the small permanent population.</p>	<p>The population of the municipality is stable or growing.</p>	<p>Consider how services and infrastructure can be scaled down to accommodate reduced demands.</p>

See the indicator results at [alberta.ca/municipal-indicators.aspx](https://alberta.ca/municipal-indicators.aspx)

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Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p><b>6 - Current Ratio</b></p> <p>The ratio of current assets (cash, temporary investments, accounts receivable) to current liabilities (accounts payable, temporary borrowings, current repayment obligations on long-term borrowings).</p>	<p>The ratio of current assets to current liabilities is greater than one. This indicator is not typically measured if the municipality's total assets exceed current assets by a factor of two or more, as these municipalities typically have significant financial resources including long-term investments, but manage with minimal current assets.</p>	<p>The municipality is able to pay for its current financial obligations using cash or near-cash assets.</p>	<p>Consider increasing revenues or reducing costs to provide additional working capital.</p>
<p><b>7 - Accumulated Surplus/Deficit</b></p> <p>The total assets of the municipality net of total debt, excluding equity in tangible capital assets (tangible capital property less debts related to tangible capital property).</p>	<p>The municipality has a positive (above zero) surplus.</p> <p>An accumulated deficit is a violation of Section 244 of the <i>Municipal Government Act</i>. Municipalities in a deficit position are required to recover the shortfall in the next year.</p>	<p>The municipality has more operational assets than liabilities, which generally provides the municipality with cash flow to meet ongoing obligations and manage through lean periods of the year where costs may exceed revenues.</p>	<p>Consider increasing revenues or reducing costs to provide additional surplus and maintain working capital.</p>
<p><b>8 - On-Time Financial Reporting</b></p> <p>Whether the municipality successfully submitted its completed annual financial statements and financial information return to Municipal Affairs by the legislated due date.</p>	<p>The municipality's financial statements and financial information return for the preceding calendar year are received by Municipal Affairs no later than May 1st or the approved extension date.</p>	<p>The municipality is preparing its audited financial reports on a timely basis. Financial reporting is an important aspect of municipal accountability to its residents and businesses.</p>	<p>Consider additional resources to complete year-end accounting on a timely basis.</p>

See the indicator results at [alberta.ca/municipal-indicators.aspx](http://alberta.ca/municipal-indicators.aspx)



Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p><b>9 - Debt to Revenue Percentage</b></p> <p>The total amount of municipal borrowings, including long term capital leases, as a percentage of total municipal revenues.</p>	<p>The municipality's total borrowings represent less than 120 per cent (160 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has maintained reasonable levels of borrowing debt.</p>	<p>Review anticipated funding sources for debt repayments to ensure borrowing commitments can be met.</p>
<p><b>10 - Debt Service to Revenue Percentage</b></p> <p>The total cost of making scheduled repayments (including interest) on borrowings as a percentage of total municipal revenues.</p>	<p>The municipality's total costs for borrowing repayments do not exceed 20 per cent (28 per cent for municipalities with a higher regulated debt limit) of its total revenue.</p>	<p>The municipality has assumed a reasonable level of borrowing repayment obligations.</p>	<p>The municipality has assumed a reasonable level of borrowing repayment obligations.</p>
<p><b>11 - Investment In Infrastructure</b></p> <p>The total cost of annual additions (through purchases or construction) to tangible capital assets (vehicles, equipment, buildings, roads, utility infrastructure, land) relative to the annual amortization (depreciation) on all tangible capital assets - measured as a five year average.</p>	<p>The municipality's average capital additions exceed the average amortization (depreciation).</p>	<p>The municipality is replacing its existing tangible capital assets and investing in new assets and infrastructure at a rate exceeding the estimated wear or obsolescence of its existing assets.</p> <p>This measure does not account for the effects of inflation; typically, replacement costs for new assets exceed the historic cost of existing assets.</p>	<p>Review asset replacement activities over past years and anticipated capital additions in future years to ensure average annual additions exceed average annual amortization. Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>

Indicator and Description	Expected Result	What It Means	Suggested Follow Up for Exceptions
<p><b>12 - Infrastructure Age</b></p> <p>The net book value of tangible capital assets as a percentage of the total original costs. Net book value is the original purchase cost less amortization (depreciation).</p>	<p>The net book value of the municipality's tangible capital assets is greater than 40 per cent of the original cost.</p>	<p>The municipality is replacing existing assets on a regular basis. If the municipality is adding new services or expanding facilities and infrastructure, it would be expected that the ratio would be higher than 40 per cent.</p>	<p>Consider conducting a study of municipal infrastructure to ensure that future service requirements can be met.</p>
<p><b>13 - Interest in Municipal Office</b></p> <p>The number of candidates running in a municipal election relative to the total number of councillor positions up for election.</p>	<p>The number of candidates exceeded the number of councillor positions.</p>	<p>The ratio of candidates to total council positions measures the willingness of electors to run for municipal office.</p>	<p>Consider increased focus on community engagement.</p>

# 2022 Municipal Indicator Reporting

Smoky Lake County

The information contained below is presented fairly and is to the best of my knowledge correct.

Name, Title: Lydia Cielin, Interim Chief Administrative Officer

Date: \_\_\_\_\_

The logo for the province of Alberta, featuring the word "Alberta" in a stylized, cursive script font, followed by a small teal square.

**Indicator #11 INVESTMENT IN INFRASTRUCTURE**

Most capital assets and infrastructure require replacement after a period of service, and municipalities typically carry out these replacements on an ongoing basis to spread out replacement costs. Investment in Infrastructure measures the ratio of capital spending to amortization (depreciation) over a five-year period.

**2022 Result**

**0.99**

**Expected Result**

**> 1 the municipality's average capital additions exceed the average amortization (depreciation)**

***Smoky Lake County Response***

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**From:** Municipal Information Services <ma.updates@gov.ab.ca>  
**Sent:** Monday, October 30, 2023 3:12 PM  
**To:** Lydia Cielin <lcielin@smokylakecounty.ab.ca>  
**Cc:** Brenda Adamson <badamson@smokylakecounty.ab.ca>; Municipal Information Services <ma.updates@gov.ab.ca>  
**Subject:** 2022 Municipal Indicator Results: Smoky Lake County (0286)

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

Lydia Cielin  
Interim Chief Administrative Officer  
Smoky Lake County

Dear Lydia,

Alberta Municipal Affairs annually reports a performance measure that identifies the percentage of municipalities deemed to 'not face potential long term viability challenges based on their financial and governance indicators'. This performance measure is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

The performance measure is based on analysis of 13 municipal indicators. Each of the 13 municipal indicators has a defined benchmark. A municipality is 'not deemed to face potential long term viability challenges' as long as it does not flag a critical indicator or three or more non-critical indicators.

Your municipality did not meet the threshold for one or more indicators. The attached Excel file shows the indicator(s) where your municipality did not meet the defined benchmark in the 2022 financial year.

The benchmarks established by Municipal Affairs for each indicator provide a general indication of acceptable risks. However, a municipality may have unique circumstances or alternative strategies that justify a different result. Therefore, we ask you to complete the attached Excel template to provide your feedback or any explanatory information about your performance on the identified indicator(s). Your responses will be included in the Municipal Indicator Dashboard ([//www.alberta.ca/municipal-indicators](http://www.alberta.ca/municipal-indicators)).

If you require assistance completing the feedback form, or need information about the future release of indicator results, please call, toll-free at 310-0000, then 780-427-2225, and ask to speak to a member of the Information Services Team or email [ma.updates@gov.ab.ca](mailto:ma.updates@gov.ab.ca).

Thank you,

Gary Sandberg  
Assistant Deputy Minister

Attachment: 2022 Municipal Indicator Result Feedback Form (Excel file)

cc: Brenda Adamson, Finance Manager

Classification: Protected A



**Planning & Development**      Report Period: **November 23, 2023- December 14, 2023**

**LAND USE PLANNING / DEVELOPMENT**

Projects	Date In Progress	Date Outstanding	Date Completed																												
<p><b>DEVELOPMENT PERMITS</b>                      Development Permits issued in December – 0                      Development Permits issued Year-to-Date – 26                      Development Permits currently in review – 4</p>																															
<p><b>SUBDIVISIONS</b>  <b>Completed and Closed Subdivision Files:</b> 22-R-484, 22-R-490, 22-R-508, 22-R-512, 22-R-545, 22-R-582, 22-R-603, 23-R-674  <b>Conditionally Approved Subdivisions which currently remain open/in review/waiting for conditions to be satisfied:</b>  <b>Open Subdivision Files -</b> 19-R-075, 22-R-480, 23-R-649, 23-R-738, 23-R-764, 23-R-772, &amp; 23-R-775</p> <p><b>TOTAL NO. OF OPEN FILES = 7</b></p>																															
<p><b>COMPLIANCE CERTIFICATES</b>                      Compliance Certificates issued in November – 1                      Compliance Certificates issued in December - 0  <b>YEAR TO DATE: 5</b></p>																															
<p><b>BUSINESS LICENSES</b>  <b>Renewed business licenses issued in:</b>                      January – 8                      February – 3                      March – 3                      April – 3                      May - 0                      June – 2                      July – 3                      August – 1                      September – 0                      October – 0                      November – 0                      December - 1</p> <p><b>YEAR TO DATE: 24</b></p>																															
<p><b>SAFETY CODES PERMITS - The Inspections Group Inc.</b></p> <table border="1"> <thead> <tr> <th>2023</th> <th>Electrical</th> <th>Gas</th> <th>Plumbing</th> <th>PSDS</th> <th>Building</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1</td> <td>6</td> <td>0</td> <td>2</td> <td>0</td> <td>9</td> </tr> <tr> <td>February</td> <td>2</td> <td>4</td> <td>2</td> <td>0</td> <td>4</td> <td>12</td> </tr> <tr> <td>March</td> <td>10</td> <td>3</td> <td>2</td> <td>0</td> <td>2</td> <td>17</td> </tr> </tbody> </table>	2023	Electrical	Gas	Plumbing	PSDS	Building	Total	January	1	6	0	2	0	9	February	2	4	2	0	4	12	March	10	3	2	0	2	17			
2023	Electrical	Gas	Plumbing	PSDS	Building	Total																									
January	1	6	0	2	0	9																									
February	2	4	2	0	4	12																									
March	10	3	2	0	2	17																									



**PLANNING AND DEVELOPMENT**

April	3	2	0	0	2	7			
May	5	1	2	1	3	12			
June	9	0	1	1	7	18			
July	8	3	0	1	10	22			
August	1	2	0	1	0	4			
September	-	-	-	-	-	-			
October	-	-	-	-	-	-			
November	-	-	-	-	-	-			
<b>Year Total</b>	<b>39</b>	<b>21</b>	<b>7</b>	<b>6</b>	<b>28</b>	<b>101</b>			
<b>ROAD CLOSURES/CANCELLATION</b>									
<p><b><u>File No. RC-029: River Lot 10, Victoria Settlement</u></b></p> <p>Bylaw 1429-23 was given First Reading on January 26<sup>th</sup>, 2023, and was uploaded to the Roadside Planning and Application Tracking Hub (RPATH) for Ministerial review and signature. The Planning and Development Department will forward said Bylaw to a future County Council meeting for consideration of Second and Third Readings once it has been sent back from the Minister’s office.</p> <p><b><u>File No. RC-032: Portions of Road Plan 10 C.L. &amp; Road Plan 3098HW (NE-19-57-13-W4M)</u></b></p> <p>This road closure file was temporarily delayed while attempts were made to address structures that were located in close proximity to the top of bank of a water body on the lands that we under consideration for subdivision as part of the road closure process. The County’s Subdivision Authority informed administration that these structures would not be allowed to remain in their existing locations if a subdivision were proposed, so the applicant has now decided to proceed with the road closure only.</p>							X		
<b>REGISTRATION OF ROAD PLANS</b>									
Nil.									
<b>MUNICIPAL PLANNING COMMISSION</b>									
<p>The Municipal Planning Commission did not meet during this reporting period. A meeting of the Municipal Planning Commission is scheduled for December 14, 2023, at 2:00 p.m. during the Regular County Council meeting.</p>							X		
<b>BYLAW AMENDMENTS</b>									
<p>Bylaw No. 1453-23, to amend the Land Use Bylaw, to include a definition and provisions for “Supportive Living Facilities”; to create a Direct Control District (DC2) to allow for the development of these facilities; and to redistrict River Lot 15, Victoria Settlement, to DC2. Bylaw No. 1453-23 was given First Reading at the November 23, 2023 Council. A Public Hearing on the proposed Bylaw will be held on December 14, 2023, at 9:15 a.m. as part of the Regular County Council meeting.</p>							X		

**PLANNING AND DEVELOPMENT**

Next Month's Objectives

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**ADMINISTRATIVE**

Projects	Date In Progress	Date Outstanding	Date Completed
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<p><b>LAND SALES OF MUNICIPALLY OWNED LAND</b></p> <p>A Public Land Sale Tender has been advertised on the County's website since October 17, 2023, for a number of County-owned lands, with a closing date of December 1, 2023. Additionally, 3 parcels of County-owned lands have been advertised and marketed through CLHBid.com, with a closing date of February 15, 2024.</p> <p>The County received <b>one (1)</b> bid for the lands legally described as Pt. SE 9-58-15-W4M, containing +/- 22.04 acres. The bid will be brought to the January 11, 2024 Council meeting.</p> <p>There were no bids received on any of the other County-owned lands that were not advertised through CLHBid prior to the December 1, 2023 deadline.</p>	X		
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<p><b>MISCELLANEOUS LAND ISSUES</b></p> <p>The Planning and Development Department continues to work on obtaining Water Act/Public Lands Act approvals for a number of projects (Mons Lake Erosion, NSR boat launches).</p> <p>The Mons Lake application was recently rejected and this issue will be raised with the Minister at the RMA conference in November. We have received approval for work at the Desjarlais Crossing location and are continuing to work on Pakan and Warspite boat launches.</p> <p>Work has commenced on the Waskatenau Creek Connectivity Study and administration is working with the County's consultants, O2 Design and the Village of Waskatenau and other affected stakeholders.</p>			
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<p><b>LAND TITLE TRANSFER OF LAND/AGREEMENTS</b></p> <p>The lands legally described as Plan 716CL, Block 1, Lot 9, are in the process of being transferred to Mr. Earl O'Hagan as per the decision made at the September 28, 2023 Council meeting.</p>			
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<p><b>WORK PLAN</b></p> <p>NIL</p>			
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<p><b>SAFETY CODES ACT - AUDIT</b></p> <p>NIL</p>			
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<p><b>OTHER</b></p>			
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Next Month's Objectives

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**HERITAGE: MANAGEMENT**

	Date	Date	Date
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**PLANNING AND DEVELOPMENT**

Projects	In Progress	Outstanding	Completed
<p><b>SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD (SLCRHB)</b>                      The Smoky Lake Regional Heritage Board last met on November 14, 2023. The Board named its Directors and established a number of sub-committees relating to various heritage and environmental matters.</p>			
<p><b>DESIGNATION OF MUNICIPAL HISTORIC RESOURCES</b>                      No Municipal Historic Resources have been designated during this reporting period. However, signs for the Desjarlais Crossing Ferry Landing, Apedaile Farmstead and the Victoria District Municipal Historic Area were recently installed.</p>			
<p><b>CANADIAN HERITAGE RIVERS SYSTEM</b>                      The Honorable Rebecca Schulz, Minister of Environment and Protected Areas, has provided the Province’s endorsement of the nomination of the North Saskatchewan River to the Canadian Heritage Rivers System. Final designation of the River still requires the endorsement of the Honorable Stephen Guilbeault, Minister of Environment and Climate Change Canada.</p>			

**Next Month’s Objectives**

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**INTERMUNICIPAL SUBDIVISION DEVELOPMENT APPEAL BOARD UPDATES**

Projects	Date In Progress	Date Outstanding	Date Completed
<p>ISDAB members were appointed at the October 26, 2023 Organizational Meeting for a 3-year term.</p> <p>The ISDAB did not meet during this reporting period.</p>			

**TRAINING**

<p>The Planning Technician participated in a Drought Risk and Management seminar hosted by Alberta Environment and Protected Areas on November 30, 2023.</p>			
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**COUNTY STRATEGIC PLAN**

<p>1. LUB/MDP review will help foster economic development and cut red tape</p>			
---------------------------------------------------------------------------------	--	--	--

<p><b>Signature:</b> </p>	<p><b>County Council Meeting:</b> December 14, 2023</p>
--------------------------------------------------------------------------------------------------------------	---------------------------------------------------------



# Smoky Lake County

C-1

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

November 30, 2023

Our File: 17-5

Sent via Email to: [jarruda@lrcssd.ca](mailto:jarruda@lrcssd.ca)

Joe Arruda, Superintendent  
Lakeland Roman Catholic Separate School Division (LRCSSD)  
4810-46 Street  
Bonnyville, AB T9N 2R2

Dear Mr. Arruda,

Thank you for taking the time to meet with the Village of Waskatenau and Smoky Lake County Councils on November 21, 2023, to request a funding commitment by December 5, 2023, to incorporate a dedicated daycare space into the design of the new Holy Family Catholic School in Waskatenau which was announced in March of 2023.

We were pleased to learn from the copy of presentation slides your office provided by email on November 23, 2023, that the vision of Alberta Infrastructure and Alberta Education is "To produce a small-school building model that can be applied to future projects with similar demographics and enrollment capacities", and that the student capacity design exceeds the current enrollment with design flexibility for future expansion modules. We recommend these elements of the design be considered for potentially integration of a daycare in the future.

In respect to the 2 potential operational possibilities for a daycare mentioned in the November 23, 2023 email, of "1) the daycare being internally operated", or "2) being run by the municipalities or an outside operator"; the County does not have the municipal capacity to operate a daycare and we encourage you to explore a co-operative model daycare.

Thank you to yourself and all the people involved in bringing the project to fruition and for your offer to bring us onboard as a funding partner. Unfortunately, with such short notice and the County's current and ongoing challenges to fund critical municipal infrastructure, Smoky Lake County is not in a position to commit any funds towards new Holy Family Catholic School project or daycare.

We recognize that schools are the core of communities and the new Holy Family Catholic School will be an attractive asset benefiting the Village and our region; and as such, we remain excited to see the new school when it opens!

Yours truly,

A handwritten signature in black ink, appearing to read "Jered Serben".

Jered Serben,  
Reeve - [jserben@smokylakecounty.ab.ca](mailto:jserben@smokylakecounty.ab.ca)

Cc: Tessa Hetu, CPA, CA, Secretary-Treasurer, CFO, LRCSSD - [thetu@lrcssd.ca](mailto:thetu@lrcssd.ca)  
Bernice Macyk, CAO, Village of Waskatenau - [waskvillage@mcsnet.ca](mailto:waskvillage@mcsnet.ca)  
Glenn van Dijken, MLA – Athabasca-Barrhead-Westlock - [Athabasca.Barrhead.Westlock@assembly.ab.ca](mailto:Athabasca.Barrhead.Westlock@assembly.ab.ca)



# VILLAGE OF WASKATENAU

Box 99, Waskatenau, Alberta T0A 3P0

C.1a

Phone: (780) 358-2208  
Fax: (780) 358-2208  
Email: [waskvillage@mcsnet.ca](mailto:waskvillage@mcsnet.ca)  
Website: [www.waskatenau.ca](http://www.waskatenau.ca)

December 4, 2023

Mr. Joe Arruda, Superintendent  
Lakeland Roman Catholic Separate School Division  
4810 – 46 Street  
Bonnyville, Alberta  
T9N 2R2

Sent via email: [jarruda@lrcssd.ca](mailto:jarruda@lrcssd.ca)

The Village of Waskatenau wishes to thank you for meeting with us and the Smoky Lake County on November 21, 2023, to request a funding commitment towards a daycare space into the design of the new Holy Family Catholic School in Waskatenau.

The Smoky Lake County provided us with notification that they will not be in a position to provide funding towards a daycare space in the new School. Without assistance from the Smoky Lake County and the short notice to provide you with a commitment (December 5, 2023), the Village of Waskatenau is not in a position to commit any funds towards a daycare space in the new School. The capital cost for the new daycare space is too large of an amount for the Village of Waskatenau to handle on our own without a partnership from the County or outside investments.

The Village of Waskatenau recommends that a design option for the future consideration of a daycare is incorporated in the final design plans of the new school build for the integration of a daycare in the Holy Family School.

The Village of Waskatenau commends the School District for their commitment for bringing a new replacement School to our community and your continued efforts to provide a leadership role for Catholic education in our municipal region and rural Alberta.

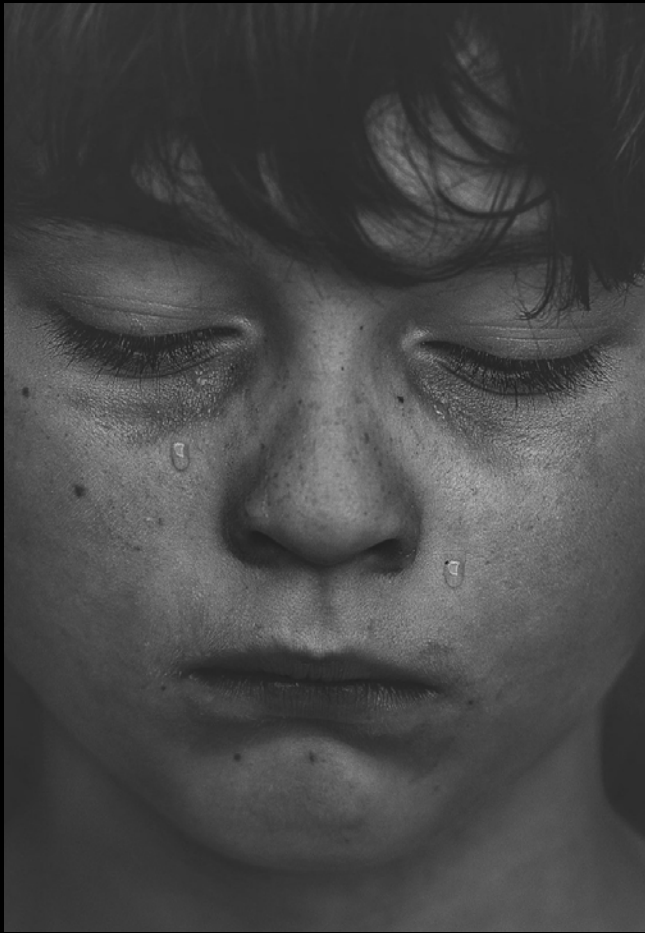
It would be appreciated by the Village of Waskatenau if a meeting can be set up with our Municipal Council to review the design of the new replacement school.

Thank you

  
Richard Warren  
Mayor, Village of Waskatenau

c.c. Tessa Hetu – Lakeland Roman Catholic Separate School Division – [thetu@lrcssd.ca](mailto:thetu@lrcssd.ca)  
Jared Serben – Reeve, Smoky Lake County – [jserben@smokylakecounty.ab.ca](mailto:jserben@smokylakecounty.ab.ca)  
Glenn van Dijken, MLA-Athabasca-Barrhead-Westlock – [Athabasca.Barrhead..Westlock@assembly.ab.ca](mailto:Athabasca.Barrhead..Westlock@assembly.ab.ca)

*“Country living at its Best”*



# THE WAR IS **NOT** OVER

**PHOTOGRAPHY EXHIBIT  
SATURDAY DECEMBER 16, 2023.**

**1:00 p.m. - 7:00 p.m.**

**UKRAINIAN NATIONAL HALL  
107 WILLOW CREEK STREET  
SMOKY LAKE, ALBERTA.**

Join us to help bring awareness to the suffering and loss Ukraine endures.  
The Exhibition, produced by the Ukrainian National Youth Federation (UNYF)  
features photos and stories of brave Ukrainians.

ADMISSION IS COMPLIMENTARY.

DONATIONS ARE GRACIOUSLY ACCEPTED FOR CHILDREN IN KYIV HOSPITAL, UKRAINE.

*This exhibition is suitable for a wide range of ages and is entirely appropriate for viewers over 12 years old.  
For anyone younger than 12, we highly recommend parents accompanying the child at all times, at their discretion.*

<b>Fire Chief</b>		<b>Report Period: Nov 20 – Dec 14</b>		
<b>ADMINISTRATIVE</b>				
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>	
Met with the County and Village insurance adjusters on August 29				
Insurance gave the approve to start replacing stolen items				
Received the Schedule for Loss Form on September 1				
Researched, priced and order all equipment and supplies stolen in September				
Completed the Schedule for Loss Form and submitted to insurance adjusters on October 8 <b>See Attachment A1</b>				
Received a request from the insurance adjuster for the Joint Operations bylaw with the Village of Vilna on October 19				
Received an email from the Village of Vilna on November 15 asking why the Village is responsible for covering some of the stolen items and who is responsible for what items				
Talked to Trevor to ask for clarification on how the insurance works for this claim				
Talked to the insurance adjuster on November 21, and was told they are working through the claim with both adjusters but the County does not have replacement cost and items that where stolen were not on your policy.				
<b>PROTECTIVE SERVICES</b>				
<b>WASKATENAU FIRE DEPARTMENT</b>				
<b>SMOKY LAKE FIRE DEPARTMENT</b>				
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>	
Rapid Attack 445 needs a complete clutch rebuild				
<b>VILNA FIRE DEPARTMENT</b>				
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>	
Rapid Attack 419 transmission failed due to operator error				
<b>TRAINING</b>				
<b>Projects</b>	<b>Date In Progress</b>	<b>Date Outstanding</b>	<b>Date Completed</b>	
<b>COUNTY STRATEGIC PLAN</b>				
<b>Signature:</b>		<b>County Council Meeting:</b>		

## SCHEDULE OF LOSS

Please complete and return to:

Insured:  
 Claim Number:  
 Date of Loss:  
 GST Number:

\*\*\*Please complete columns 1 - 6

FOR OFFICE USE ONLY

NO	1. Item (Make, Model, Size, Etc.)	2. Where Originally Purchased	3. Approximate Date Purchased	4. Original Purchase Price	5. Replacement Cost (without taxes)	6. Replacement Cost Source	7. Depreciation (%)	8. Depreciation Amount (\$)	9. Actual Cash Value (ACV)	10. Actual Replacement Cost	11. Replacement Cost (incl. tax)	12. Amount Claimed (Balance)
1	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$4,886.49	Bearcom						
2	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$4,886.49	Bearcom						
3	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$4,886.49	Bearcom						
4	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$4,886.49	Bearcom						
5	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$9,367.71	Bearcom						
6	APX 900 Handheld Radio with long lasting batter	Turris Communications	September 11, 2018	\$2,724.94	\$9,367.71	Bearcom						
7	Impress II Six Unit Charger	Turris Communications	September 11, 2018	\$482.39	\$827.66	Bearcom						
8	APX 1500 Mobile Radios	Turris Communications	September 11, 2018	\$3,067.57	\$5,864.53	Bearcom						
9	APX 1500 Mobile Radios	Turris Communications	September 11, 2018	\$3,067.57	\$5,864.53	Bearcom						
10	6 Impress Li ion high capicity batteries	Bearcom	June 12, 2023	\$1,160.94	\$1,044.84	Bearcom						
11	Holmatro Core Tech Hydraulic pump	Shadow Hawk	Summer of 2007	\$12,523.56	\$14,300.12	Associated Fire Safety Group						
12	32' Core Tech Hose - Orange	Shadow Hawk	Summer of 2007	\$1,285.00	\$1,646.76	Associated Fire Safety Group						
13	32" Core Tech Hose - Blue	Shadow Hawk	Summer of 2007	\$1,285.00	\$1,646.76	Associated Fire Safety Group						
14	Holmatro S240 Spreader	Shadow Hawk	Summer of 2007	\$9,311.00	\$12,792.65	Associated Fire Safety Group						
15	MSA 5200 Evolution Thermal Image Camera with Truck Kit	Rocky Mountain Phoenix	Summer of 2007	\$10,478.66	\$13,435.00	Rocky Mountain Phoenix						
16	Weiser Keyless Entry Door Locks	Home Depot	2013	\$400.00	\$3,300.00	Ken's Technical Services INC						
17	Pulaski Axe and Fire Axe	Bumper to Bumper	2016	\$130.00	\$151.36	Bumber to Bumber						
18	Battery Powered Zip Saw with 3 Diamond Tip Blades	Bumper to Bumper	December 21, 2022	\$856.68	\$856.68	Bumber to Bumber						
19	Husqvarna K 970 Rescue Saw with Diamond Tip Blade	Bumper to Bumper	2014	\$2,676.58	\$3,113.87	Bumber to Bumber						
20	20 Tone Tow Strap	Bumper to Bumper	May 1, 2023	\$149.72	\$149.72	Bumber to Bumber						
21	Warn 12000 lb Winch with Frame	Superior Emergency Vehicles	2006	\$1,600.00	\$2,601.25	Bumber to Bumber						
<b>Total Page 1:</b>				<b>\$64,824.31</b>	<b>\$105,877.11</b>							
<b>Deductible:</b>												
<b>Totals:</b>				<b>\$64,824.31</b>	<b>\$105,877.11</b>							

Any person who, fraudulently or willfully makes a false, misleading, or exaggerated statement, or who conceals information for the purpose of presenting a claim is acting in violation of the Statutory Conditions of their insurance policy. This could lead to the denial of the entire claim and may result in criminal prosecution.

Date	Signature of Insured
	Signature of Insured

Items in **BLUE** were in the fire hall and items in **RED** were in the trucks



## SCHEDULE OF LOSS

Please complete and return to:  
Attention:

Insured:  
Claim Number:  
Date of Loss:  
GST Number:

\*\*\*Please complete columns 1 - 6

NO	1. Item (Make, Model, Size, Etc.)	2. Where Originally Purchased	3. Approximate Date Purchased	4. Original Purchase Price	5. Replacement Cost (without taxes)	6. Replacement Cost Source	FOR OFFICE USE ONLY			
							7. Depreciation (%)	8. Depreciation Amount (\$)	9. Actual Cash Value (ACV)	10. Actual Replacement Cost
22	Computer and Printer	Best Buy	11-Jun-23	\$2,135.47						
23	Fire turnout coat	Lakeland Fire and Safety	Fall of 2017	\$1,350.00	\$1,723.00	Associated Fire Safety Group				
24	Fire turnout coat	Lakeland Fire and Safety	Fall of 2017	\$1,350.00	\$1,723.00	Associated Fire Safety Group				
25	274 piece tool set	Canadian Tire	Summer of 2018	\$199.00		Canadian Tire				
26										
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39										
40										
41										
<b>Total Page 2:</b>				<b>\$5,034.47</b>	<b>\$3,446.00</b>					
<b>Running Total:</b>										

Any person who, fraudulently or willfully makes a false, misleading, or exaggerated statement, or who conceals information for the purpose of presenting a claim is acting in violation of the Statutory Conditions of their insurance policy. This could lead to the denial of the entire claim and may result in criminal prosecution.

Date	Signature of Insured
	Signature of Insured

Items in **BLUE** were in the fire hall and items in **RED** were in the trucks

# Schedule "A"

## TRAINING EVENT



## REPORT

**DEPARTMENT:** Fire Protective Services

<b>EVENT</b>	NAME: <u>Office of the Fire Commissioner</u>	DATE: <u>November 28, 2023</u>
	ORGANIZATION: <u>Smoky Lake County</u>	LOCATION: <u>St. Paul, Alberta</u>
<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop		

<b>SUMMARY</b>	<p><b>Contents:</b>  <b>Phil Rowe – Assistant Fire Commissioner</b></p> <ul style="list-style-type: none"> <li>- Phil met with the Zone 3 Fire Chiefs to introduce himself as the new Assistant Fire Commissioner and what mandates the Minister requested from the fire departments.</li> <li>- This position has been vacant since 2019 and Zone 3 region is happy to see some kind of support from the Province again.</li> <li>- Due to the wildfire season the Minister would like an updated portfolio on the fire departments as current records show there somewhere between 567 and 583 in this province depending on which documents they use.</li> <li>- The Office of the Fire Commissioner is asking for the following:                         <ul style="list-style-type: none"> <li>• How many departments in your municipality</li> <li>• Level of Service</li> <li>• Apparatus</li> <li>• Number of volunteers and training levels</li> <li>• Call Statistics</li> </ul> </li> <li>- This is voluntary but the province is looking to link this information into the training grant and emergency preparedness for wildfires.</li> <li>- Phil explained they would like to see the municipalities entering the call statistic into the provincial server to give the Minister accurate information on the fire department operations.</li> <li>- This brought up huge discussion as the Minister is playing stupid when Phil brought up the amount of medical calls fire departments respond to and Ems wait times. The Minister is under the impression everything is working good as he has received reports, Ems is hitting their response targets of an ambulance being on scene within 20 minutes of the call 85% of the time.</li> <li>- The problem with is AHS is tracking when the first unit arrives on scene and for rural Alberta the fire department is the first one on scene.</li> <li>- They also stated that AHS has responded to 587 calls in the Zone 3 Region to assist rural residents but funny enough they don't have the number of times rural Ems crews assisted the urban centers.</li> <li>- They updated the provincial training grant has 114 applications totaling 2.4 million dollars for 500,000 dollars.</li> <li>- They are still reviewing applications but Phil told us not to expect more than 2,000-3,000 dollars for 2024.</li> <li>- The Office of the Fire Commissioner will be hiring at least 2 more regional technical advisors increasing the staff from 2 to 4 to help assist fire departments with load occupancies, fire inspections and investigations.</li> <li>- In closing Phil told the group that he is here to help and don't be afraid to call or email any issues or concerns and he will help out the best he can</li> </ul>
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<b>RESULTS</b>	<p><b>What I took away:</b></p> <ul style="list-style-type: none"> <li>- Municipalities now have a key contact with the provincial government.</li> <li>- More support is coming from the fire departments.</li> </ul>
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<b>WHY DID YOU ATTEND</b>	<p><b>Benefits:</b></p> <ul style="list-style-type: none"> <li>- Good communication tool</li> <li>- Good networking opportunities</li> </ul>
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<b>COSTS</b>	Mileage: \$ <u>0</u>	Meals: \$ <u>0</u>	Other: \$ <u>0</u>
	Lodging: \$ <u>0</u>	Registration: \$ <u>0</u>	<b>TOTAL: \$ <u>0</u></b>

<b>Prepared by Employee</b> Scott Franchuk	DATE: December 6, 2023	COUNCIL MEETING DATE: December 14, 2023
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## Schedule "A"

## TRAINING EVENT



SMOKY LAKE COUNTY

DEPARTMENT: Fire Protective Services**REPORT**

<b>EVENT</b>	<b>NAME:</b> <u>Forestry and Parks Fall Wildfire Season Meeting</u> <b>DATE:</b> <u>November 30, 2023</u> <b>ORGANIZATION:</b> <u>Smoky Lake County</u> <b>LOCATION:</b> <u>Bonnyville, Alberta</u> <input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop	
<b>SUMMARY</b>	<b>Contents:</b> <b>Laura Stewart – FireSmart Specialist</b> <ul style="list-style-type: none"> <li>- Laura was excited to announce they just launched the new FireSmart website in October. (firesmartalberta.ca)</li> <li>- The website will have vital information for residents on how to FireSmart your property.</li> <li>- The website will also have all the grant information and applications for the fire departments.</li> <li>- The FireSmart grants will be available again in 2024.</li> <li>- Laura was working with insurance companies and was able to get Wawanesa and Intact Insurance to create FireSmart grants that Municipalities can apply for to subsidize the homeowners for any FireSmart initiatives completed based off the FireSmart assessments.</li> <li>- New training models were created allowing fire department members to become FireSmart certified and complete FireSmart assessment.</li> <li>- There are 5 models to be completed, the first 2 courses are available online and the last 3 needed to be completed in person.</li> <li>- The Alberta government increased the FireSmart budget from 2.3 million to 2.7 million due the wildfires in contrast the BC government increase their budget from 9 million to 85 million due to the wildfires.</li> </ul> <b>Mike Tucker – Fire Prevention Officer</b> <ul style="list-style-type: none"> <li>- The Lac La Biche zone started off in spring with a couple of wildfires but rain came in June and the Lac La Biche zone had a quiet wildfire season which was fine as the west needed all the help they could get.</li> <li>- The Forestry and Parks responded to 1363 wildfires in 2023 with the 5 year average being 1306, 68% of the fire were determined to be human caused.</li> <li>- On average 967,000 hectares are burnt and in 2023 2.2 million hectares were burnt.</li> <li>- Average time on task at the wildfire is 5-7 days and in 2023 24-26 days was the average time on task.</li> <li>- Average flying hours for water bombers was 96,470 hours and in 2023 water bomber hours was 218,036.</li> <li>- This wildfire season was the biggest in the last 75 years.</li> <li>- Mike showed videos for crews dropped little fire bombs to fight fire with fire and direct the fire away from towns and populated areas. There is only 7 members that are allowed to use the tactic in the province.</li> <li>- With all fires they did run into some issues: <ul style="list-style-type: none"> <li>• They ran out of firefighting supplies in Canada and requested supplies from the USA and Mexico</li> <li>• This year was the biggest request for mutual aid (wildland firefighters)</li> <li>• In working with new mutual aid partners they had communication issues (language)</li> </ul> </li> <li>- This year was the first time every USA sent 1,000 firefighter to help once the smoke came into New York.</li> <li>- Currently the staff are cleaning and servicing all the equipment that was used this summer and will be until February.</li> <li>- Mike provided the group with the projected 2024 drought codes which doesn't look good as we are in December and have had very little precipitation. <b>See Attachment A1</b></li> <li>- Mike told us their budget is not increasing and will have 335 staff for next year (510 is fully staffed) but is worried they will be losing staff to BC.</li> </ul> <b>Municipal Roundtable</b> <b>Lesser Slave Lake</b> <ul style="list-style-type: none"> <li>- Calls volume has increased.</li> <li>- Approved to hire 4 more staff for a total of 10 members.</li> <li>- Will have fire staff coverage 24 hours a day now.</li> <li>- Send 2 crews of 4 for 6 weeks to help out west (Parkland County, Drayton Valley, Kelowna)</li> </ul> <b>St. Paul</b> <ul style="list-style-type: none"> <li>- Call volume stayed the same</li> <li>- Sent out 1 crew of 4 for 6 days to Parkland County</li> </ul> <b>Bonnyville</b> <ul style="list-style-type: none"> <li>- Call volume increased.</li> <li>- Struggling for members.</li> </ul> <b>Lac La Biche</b> <ul style="list-style-type: none"> <li>- Call volume stayed the same.</li> <li>- Hire another Deputy Fire Chief to assist with the FireSmart program</li> <li>- Struggling for members.</li> </ul> <b>Cold Lake</b> <ul style="list-style-type: none"> <li>- Call volume increased.</li> <li>- Struggling to training members due to time commitments</li> </ul> <b>Sturgeon County</b> <ul style="list-style-type: none"> <li>- Call volume increased</li> <li>- Hiring 4 more staff for a total of 14 members</li> <li>- Looking for a New Fire Chief</li> </ul> <b>Athabasca County</b> <ul style="list-style-type: none"> <li>- Call volume increase due to arson fires</li> <li>- Struggling with training members due to time commitments</li> </ul>	
<b>RESULTS</b>	<b>What I took away:</b> <ul style="list-style-type: none"> <li>- Wildland firefighting strategies</li> <li>- Training opportunities</li> </ul>	
<b>WHY DID YOU ATTEND</b>	<b>Benefits:</b> <ul style="list-style-type: none"> <li>- Good communication tool</li> <li>- Good networking opportunities</li> </ul>	
<b>COSTS</b>	Mileage: \$ <u>0</u> Meals: \$ <u>0</u> Other: \$ <u>0</u> Lodging: \$ <u>0</u> Registration: \$ <u>0</u> <p style="text-align: right; color: red;"><b>TOTAL: \$ <u>0</u></b></p>	
<b>Prepared by Employee</b> Scott Franchuk	<b>DATE:</b> December 6, 2023	<b>COUNCIL MEETING DATE:</b> December 14, 2023

Schedule "A": Report: Training Event

# Agricultural Moisture Situation Update

## November 8, 2023

### Synopsis

This year winter threatened to come early with many lands receiving their first major snowfall on or about Oct 21, 2023. By October 31<sup>st</sup> snow was still visible on the landscape across most of the province lying between the Yellowhead Highway and the USA border and through parts of the Peace Region (**Map 1**). During the last days of October, a gradual warming trend emerged which is currently forecast to remain in place, at least for the foreseeable future. This has allowed early snow packs to melt completely and in some areas it has helped modestly to improve soil moisture levels, particularly across the southern portions of the province.

### Recent precipitation trends

Looking back over the past 30-days, most of the Southern and Central Regions have seen at least near normal precipitation for this time of year (**Map 2**), with a large area across southern Alberta and the western portions of the Central Region trending to above normal. In sharp contrast, dry conditions have persisted throughout much of the North East, the east-half of the North West and the extreme northern parts of the Peace Region.

Total rainfall accumulations over the past 30-days have exceeded 30 mm across parts of southern Alberta and along the Foothills, extending up as far as the Peace Region. The extreme southeast corner of the province has been relatively wet, with upwards of 40 mm being recorded at some stations. In sharp contrast, a large area across the eastern portions of the Central and Northwest Regions, along with much of the North East and northern Peace Region have received less than 10 mm (**Map 3**).

Total precipitation accumulations over the past 60 days, have generally been below normal across most areas except for the Southern Region which has tended to be near normal (**Map 4**). Bear in mind that September and October tend to be normally relatively dry months. Notably, much of the east-half of the Central Region has remained dryer than normal, following a very dry growing season. Across much of the North East, North West and Peace Regions it has been dry as well, with all areas having pockets of land with at least 25-year low

accumulations over this time frame. Many of these areas have received less than 20 mm of moisture in the last 60-days (**Map 5**). Above average winter precipitation will be needed to build healthy snowpacks to help replenish surface water supplies this coming spring.

Recent dry conditions across the North West Region have been offset to some extent by above average precipitation received over the past 180 days (**Map 6**). However, large deficits are found across much of the Southern, Central and Peace Regions with all of them having tracts of land in the less than once in 50-year low category.

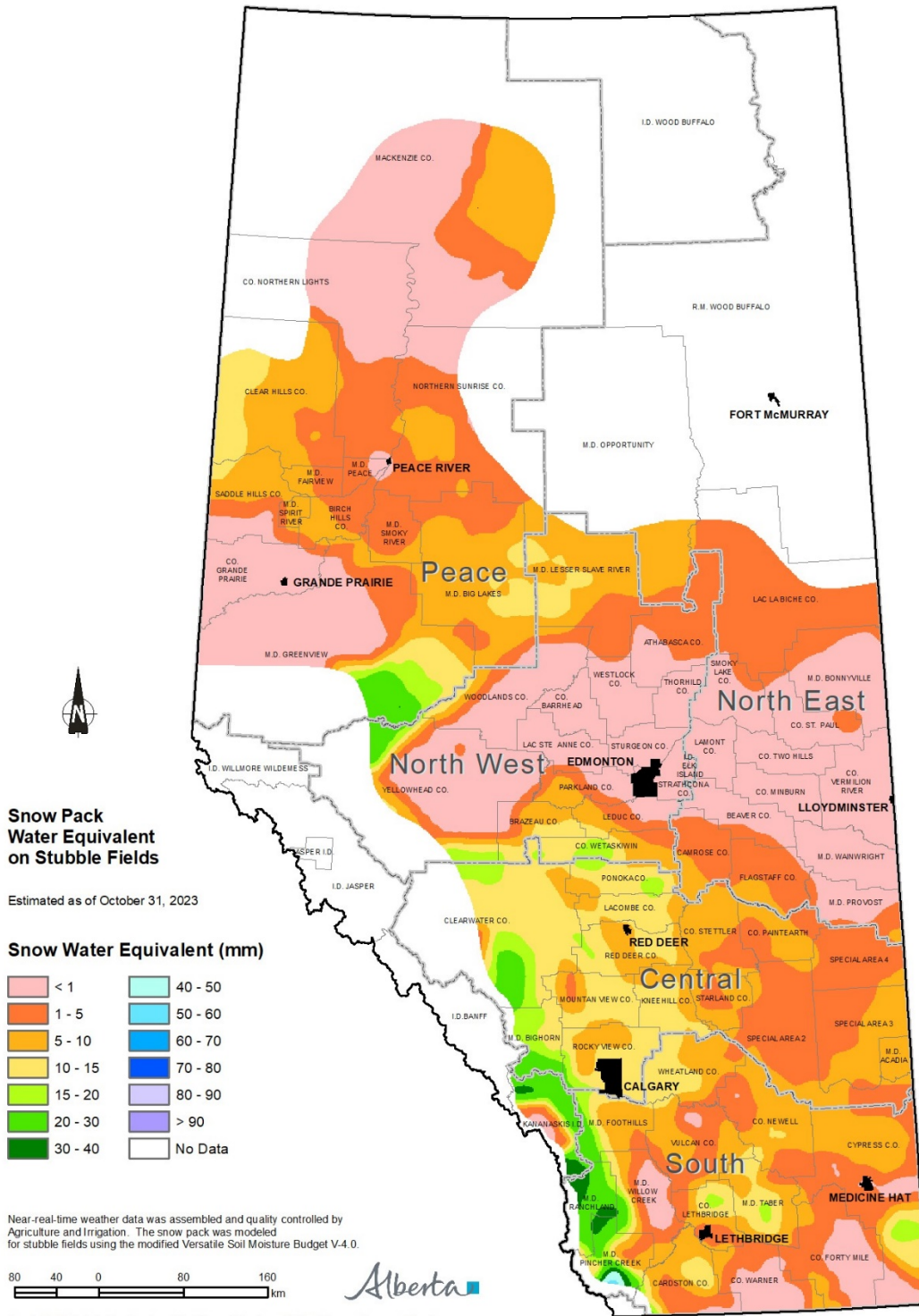
### Soil Moisture Reserves

Soil moisture reserves heading into winter have rebounded to near normal across most of the Southern Region (**Map 6**), but again it's normally quite dry at this time of year, so total amounts of stored moisture for next year's crop are still relatively low, even in these areas. Across most of the Central Region and much of the North East and Peace Regions, lands will be heading into winter with below normal soil moisture reserves. In contrast, despite dry fall weather across the North West Region, soil moisture levels remain near normal as a result of ample summer rains.

### Perspective

Over all, most of Alberta's agricultural areas have been running long term moisture deficits extending back over at least the past 3-years (**Map 7**). This has had an impact of the overall health of the landscape and is reflected in dwindling surface water supplies and poor growth in both native and planted perennial species. Most of the Southern, Central and parts of the North East Regions are estimated to have a 3-year period, in aggregate, this dry less than once in 50-years (**Map 8**). This translates to total moisture deficits (**Map 9**) in at least the 300 to 400 mm range which in the case of the Special Areas and adjacent parts of the Southern Region translates to a full year of lost moisture in the last 3-years. Many parts of Alberta are long due a wet cycle. Multiple years of below normal moisture regimes are taking their toll.

# Map 1



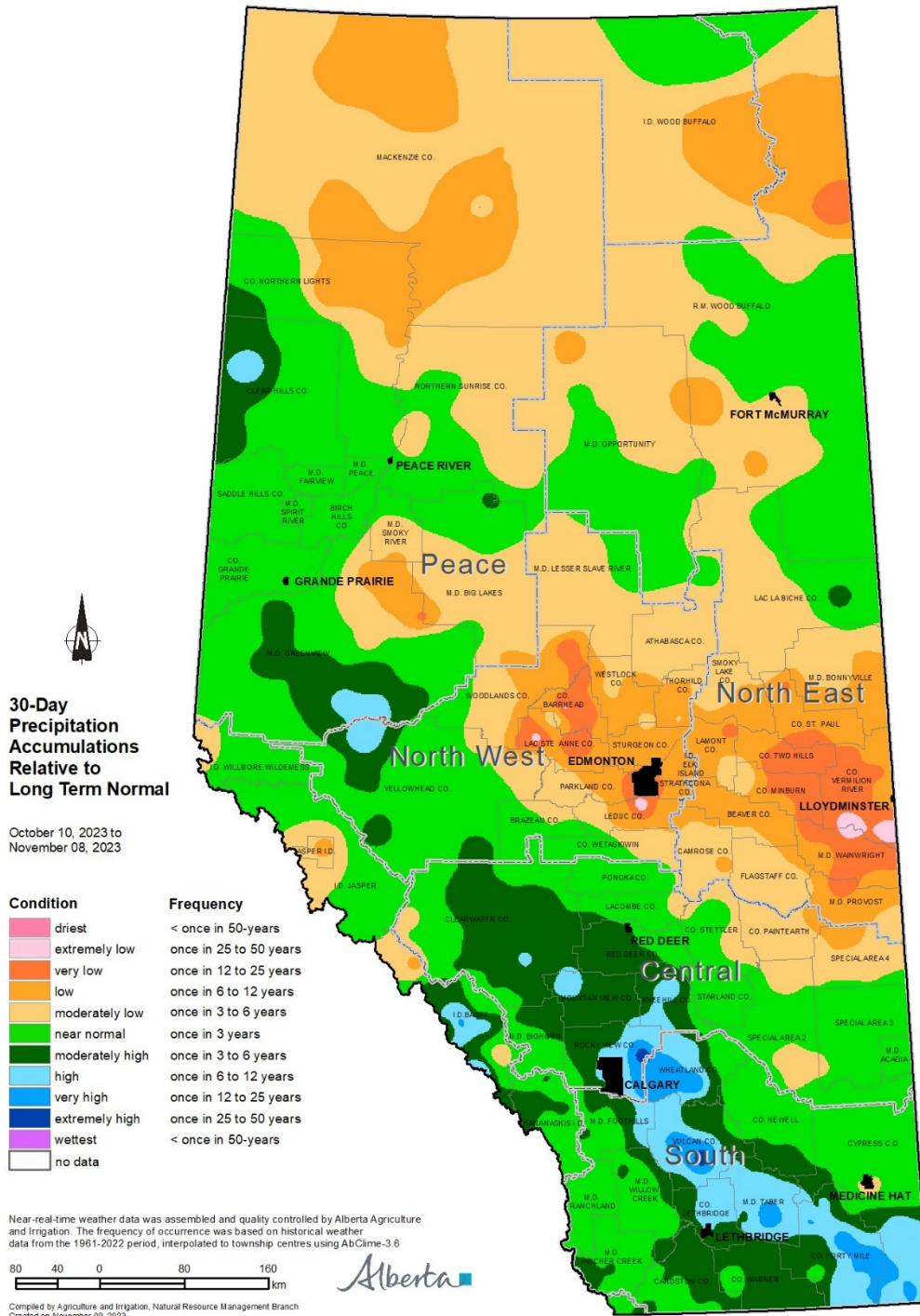
Visit [weatherdata.ca](https://weatherdata.ca) for additional maps and meteorological data

<https://open.alberta.ca/publications/moisture-situation-update>

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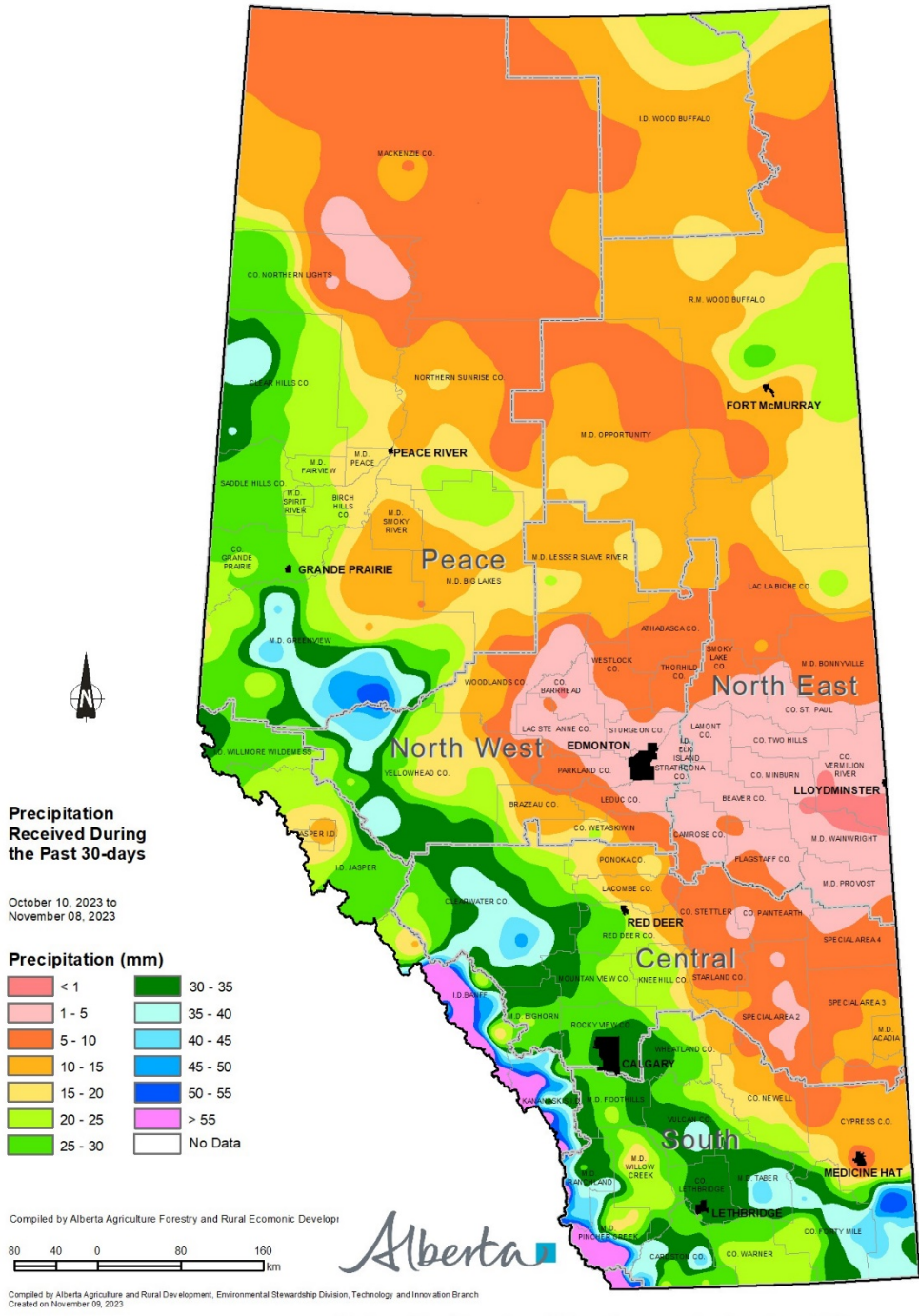


# Map 2



Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

# Map 3



Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

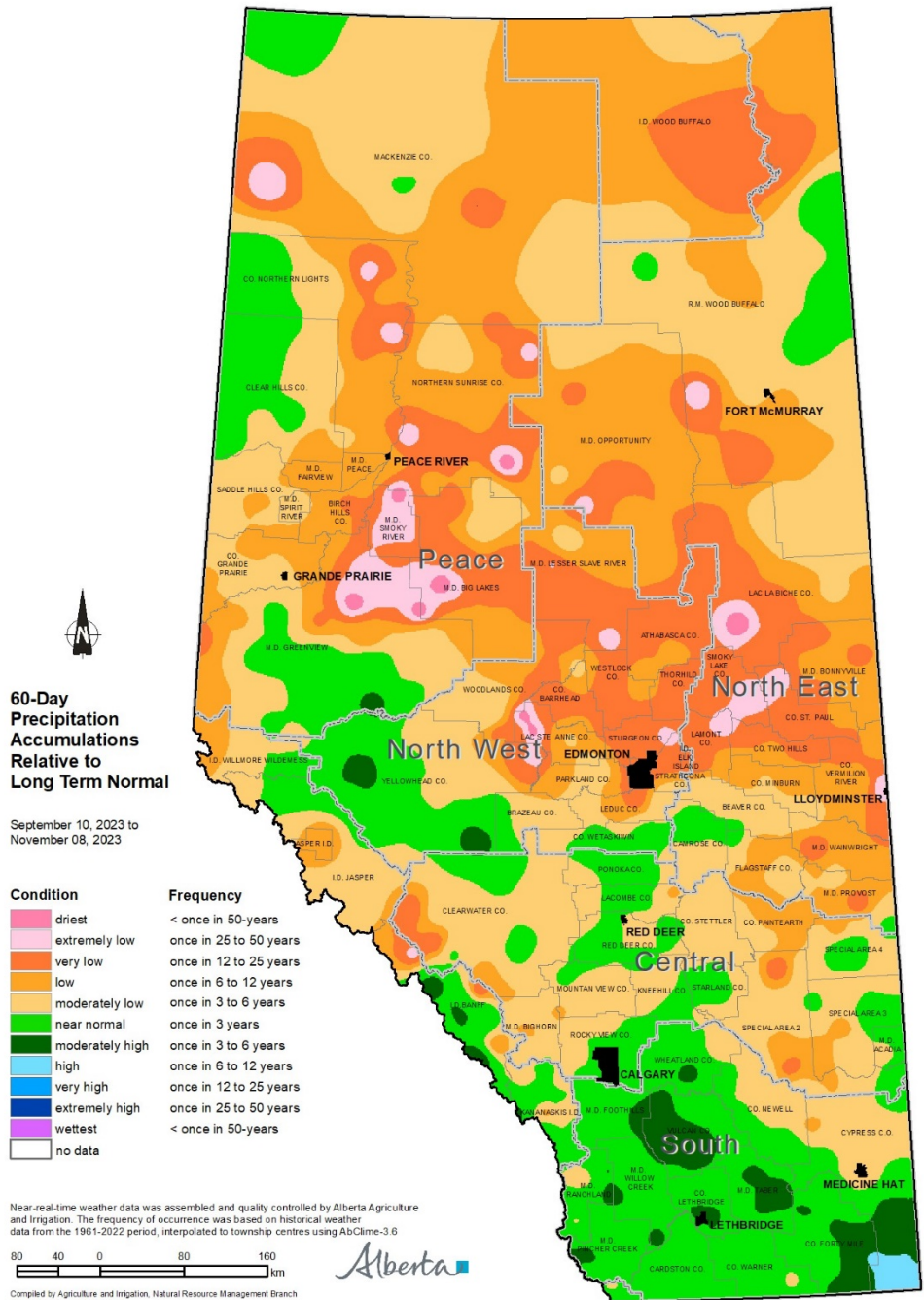
<https://open.alberta.ca/publications/moisture-situation-update>

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Classification: Public



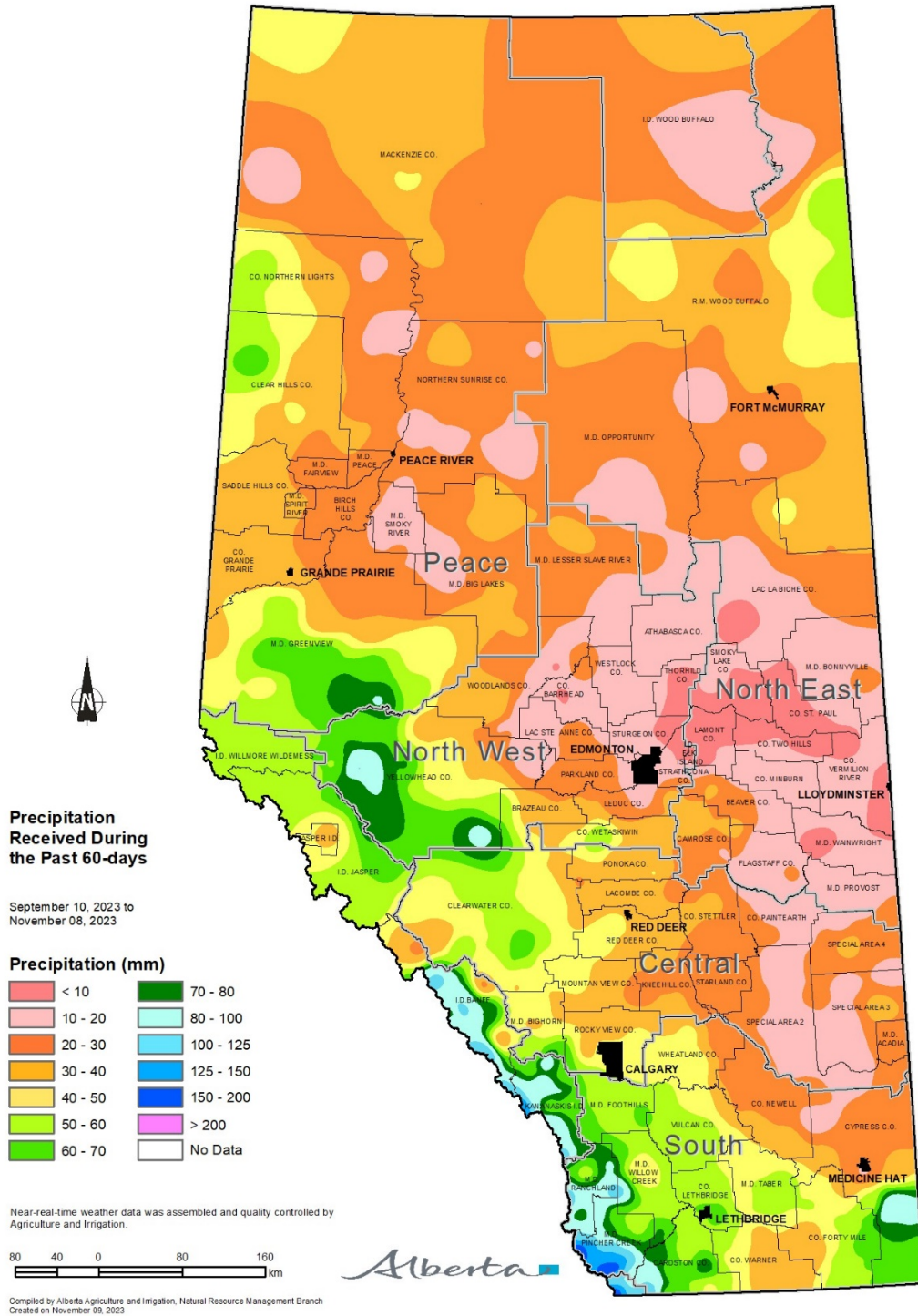
# Map 4



Visit [weatherdata.ca](https://weatherdata.ca) for additional maps and meteorological data

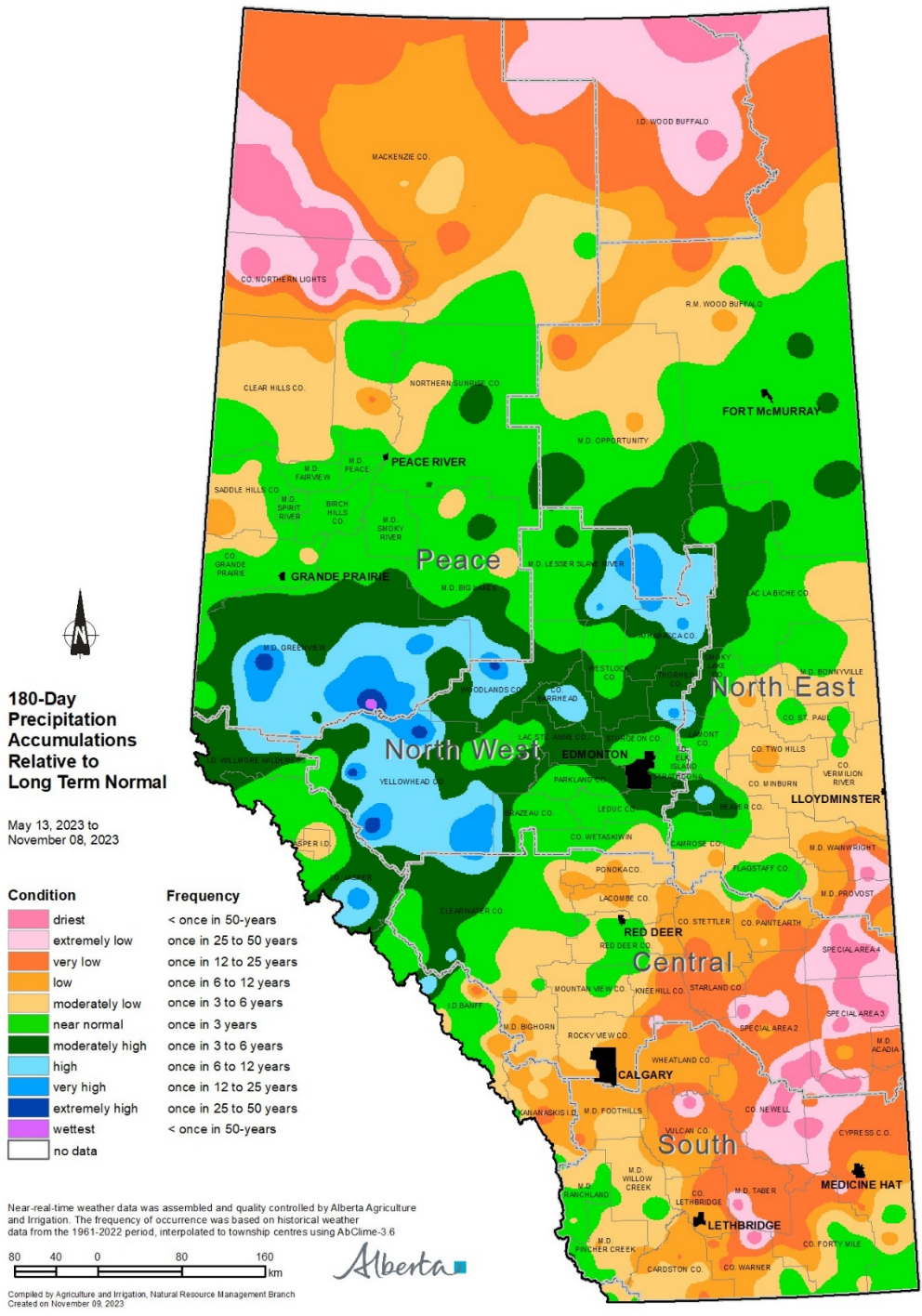


# Map 5



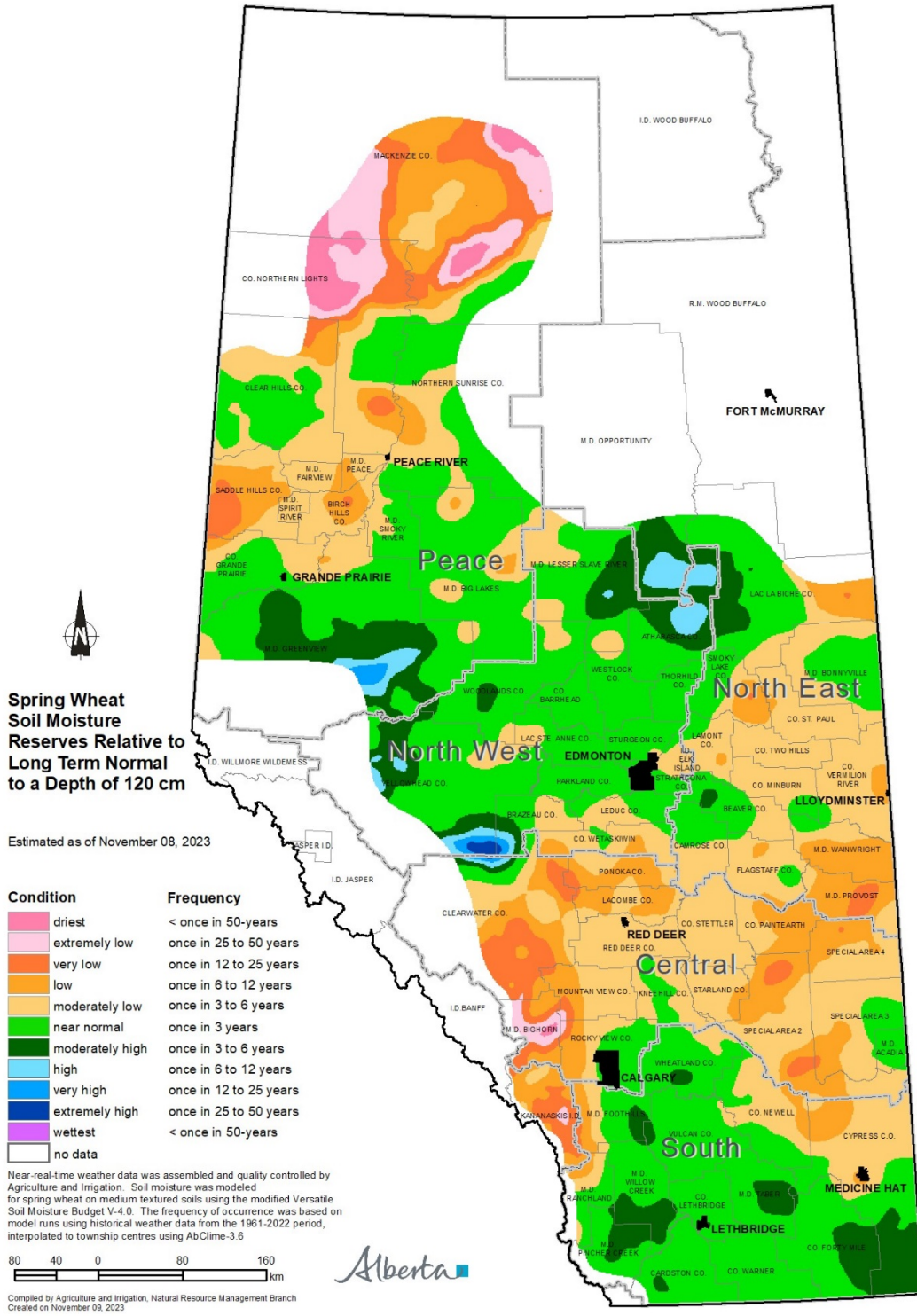
Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

# Map 6



Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

# Map 7



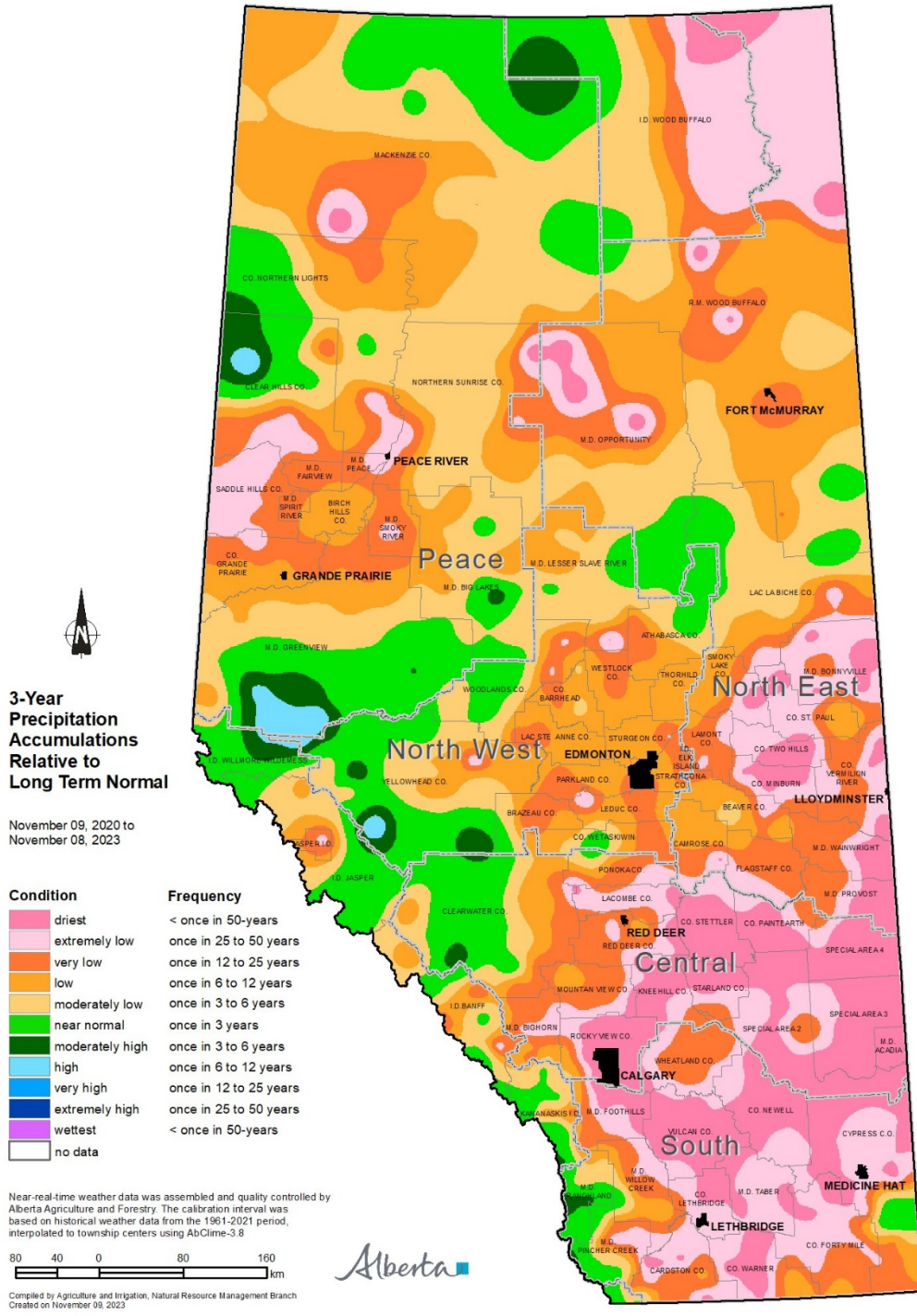
Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

<https://open.alberta.ca/publications/moisture-situation-update>

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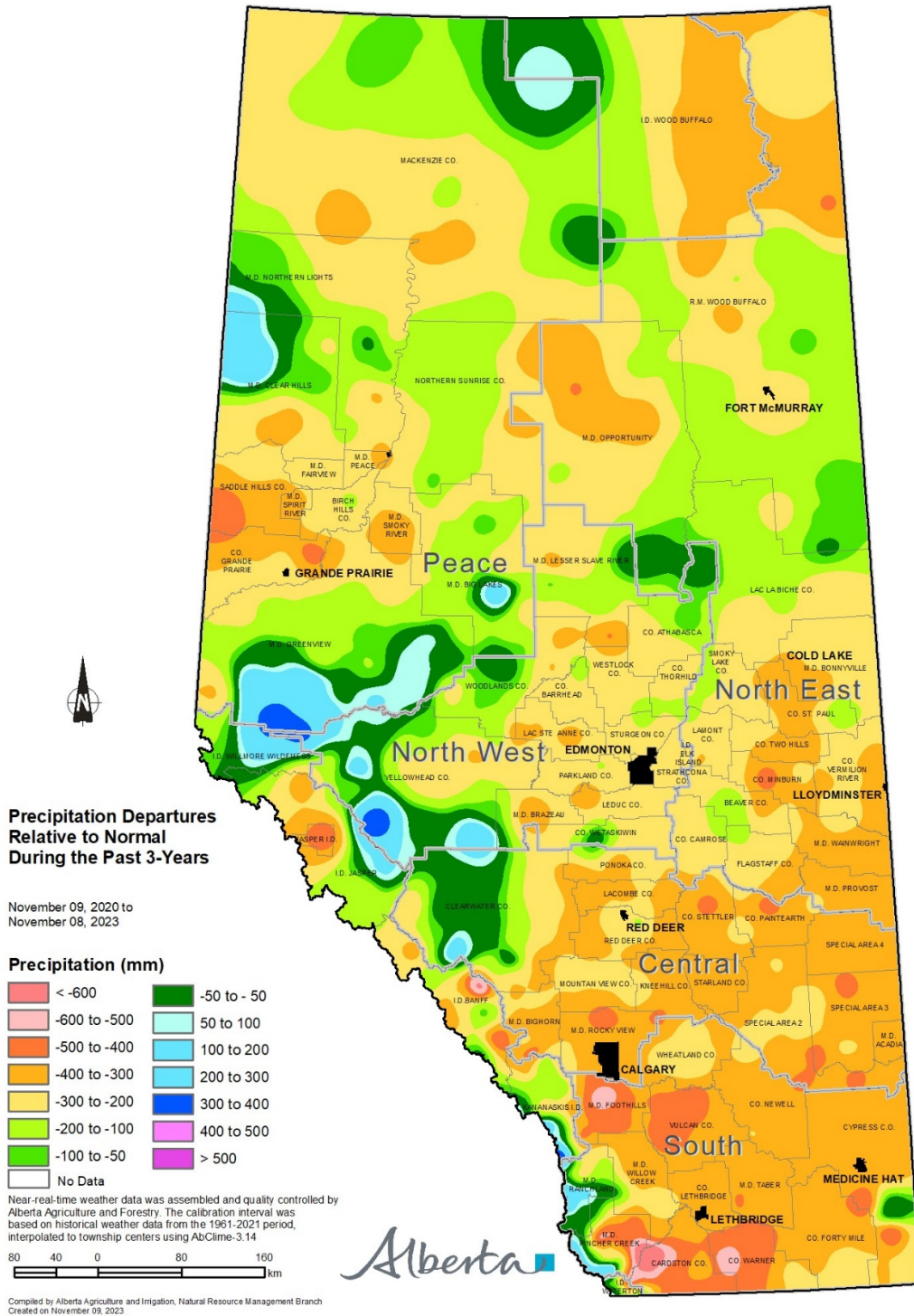


# Map 8



Visit [weatherdata.ca](http://weatherdata.ca) for additional maps and meteorological data

# Map 9



<https://open.alberta.ca/publications/moisture-situation-update>

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Classification: Public



# Starting Spring Drought Code Projection for April 1<sup>st</sup> 2024

*Alberta Wildfire Management Branch - Wildfire Predictive Services- Fire Weather Program  
Issued: November 17 2023*

## **2023 Season Weather Summary**

The 2023 fire season was a well above- normal and a critical one with a slow start in early April across the province. Fire danger rapidly built up by the end of April when snow cover was completely melted prior to green up. Exceptionally hot, dry and windy conditions developed in most of the Forest Protection Area (FPA) through May into the first half of June. Monsoon developed in the second half of June and brought humid and cooler conditions to most of the province, particularly in southern and central Alberta. Fire danger slightly lower in late June through July and into first half of August. Hot, dry and windy conditions returned to northern half of the province in mid August, through September and into the first two-thirds of October, with record highs in the range of plus 20-28 degree

C observed in the early second week of October. Prolong drought conditions were recorded in far northern Alberta through the entire seasonal. The season ended with well below normal temperatures in the fourth week of October across most of the central and southern province where the daytime highs were observed in the range of minus 10 to minus 5 degree C. The final drought codes (DCs) as of Oct 31 2023 were at the very high to extreme levels in northern and southern Alberta due to below normal precipitation received during this past fire season (Figure 1). The season Cumulated Daily Severity Rating (CDSR) versus the 42-year average (1981-2022) and some major fire years is plotted in Figure 2.

## **Forecast Situation for Spring 2024**

El Nino Southern Oscillation (ENSO)-neutral conditions are expected to continue in the Northern Hemisphere through winter into spring, with a strong El Niño likely this winter and a 62% chance during April-May-June 2024. ([http://www.cpc.ncep.noaa.gov/products/analysis\\_monitoring/enso\\_advisory/index.shtml](http://www.cpc.ncep.noaa.gov/products/analysis_monitoring/enso_advisory/index.shtml)).

The current long-range deterministic forecasts ([https://weather.gc.ca/saisons/det\\_e.html](https://weather.gc.ca/saisons/det_e.html)) issued by Environment Canada Climate Change (ECCC) on October 31 2023 are predicting mostly above-normal temperatures for November and December 2023 into January 2024 over most of the province except near- normal in southeast Alberta. Generally below- normal precipitation are forecast across the province except in southeast Alberta where may see near- normal precipitation through to January 2024.

The extended forecast from the National Centers for Environmental Prediction (NCEP) Coupled Forecast System model shows near- normal precipitation over the majority of the province for December 2023 through to March 2024. This model

also indicates generally near- normal temperatures for December 2023 to January 2024, and above normal for February and March 2024 (<https://origin.cpc.ncep.noaa.gov/products/people/wang/cfsv2fcst/images/Ind2/usPrecSeaInd1.gif>, <https://origin.cpc.ncep.noaa.gov/products/people/wang/cfsv2fcst/>).

The forecast conditions would favour a generally near- or above- normal starting fire season in April and May 2024 for Alberta, particularly in the northern boreal forest. The enclosed starting spring DC maps for April 1 2024 indicate that if normal precipitation amounts received over the winter, low to moderate starting DC values can be expected in most of the east slopes/mountain parks with some pocket areas of high or very high in Rocky/Bow zones, but remain generally high to very high in the northern zones owing to the precipitation deficiency from past season. If below-normal precipitation received through the winter months, very high to extreme levels of starting DCs can be expected in the boreal forest and low to moderate in the east slopes and mountain parks except some high to very high values in the Rocky/Bow/Banff zones.

# Final Drought Code Oct 31, 2023

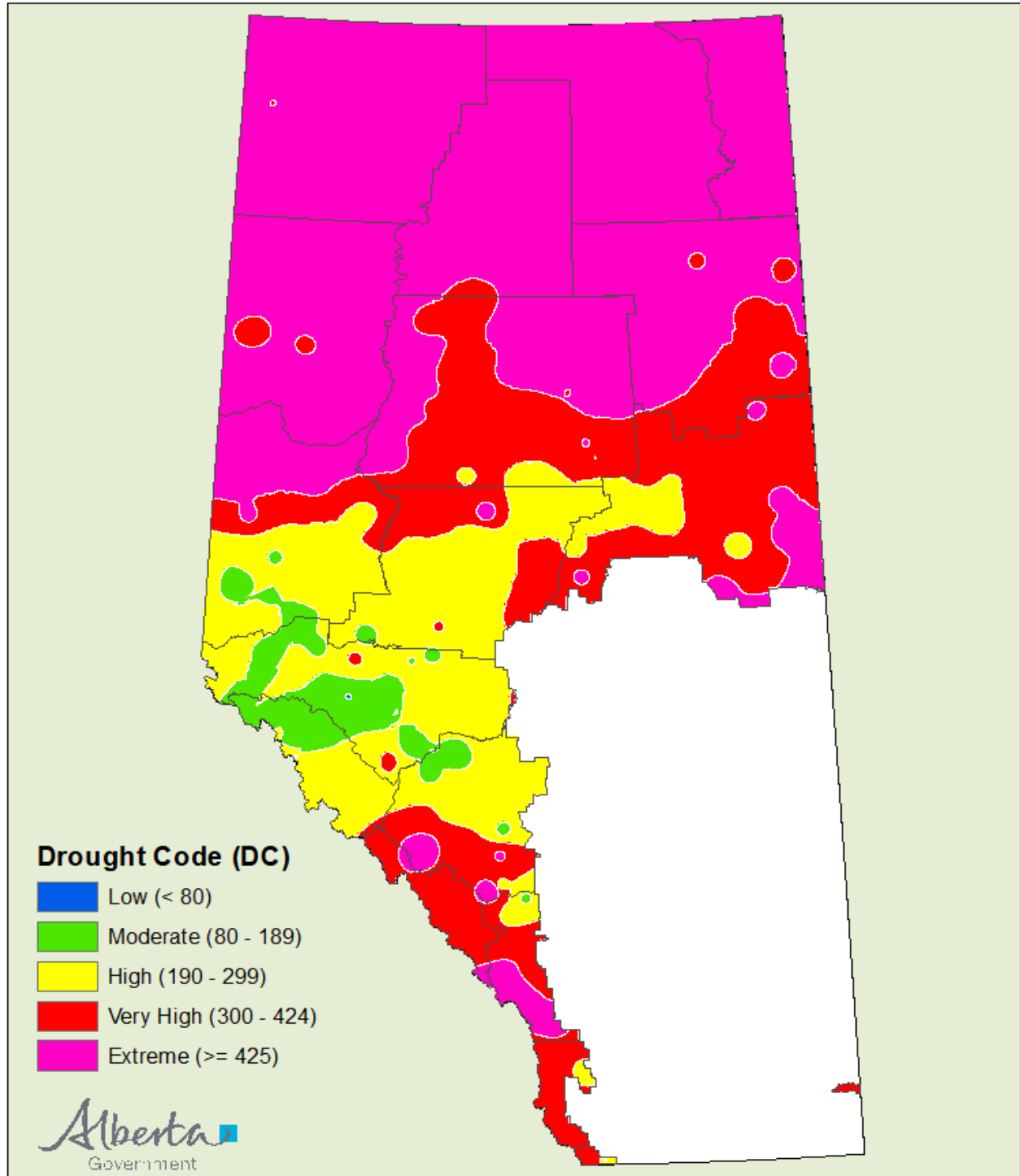


Figure1. Alberta final drought codes for the Forest Protection Area as of Oct 31 2023.

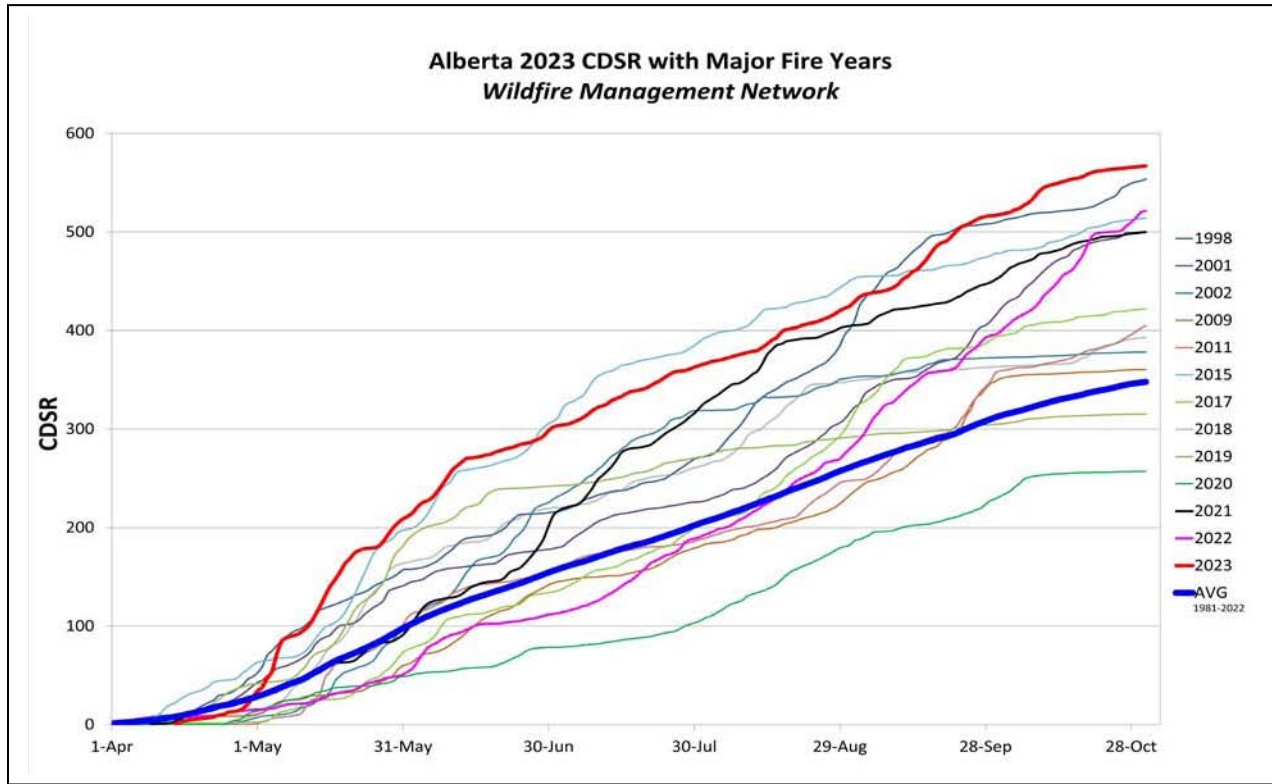


Figure 2. Alberta 2023 season CDSR (April 1-Oct 31) versus the average (1981-2022) and major fire years.

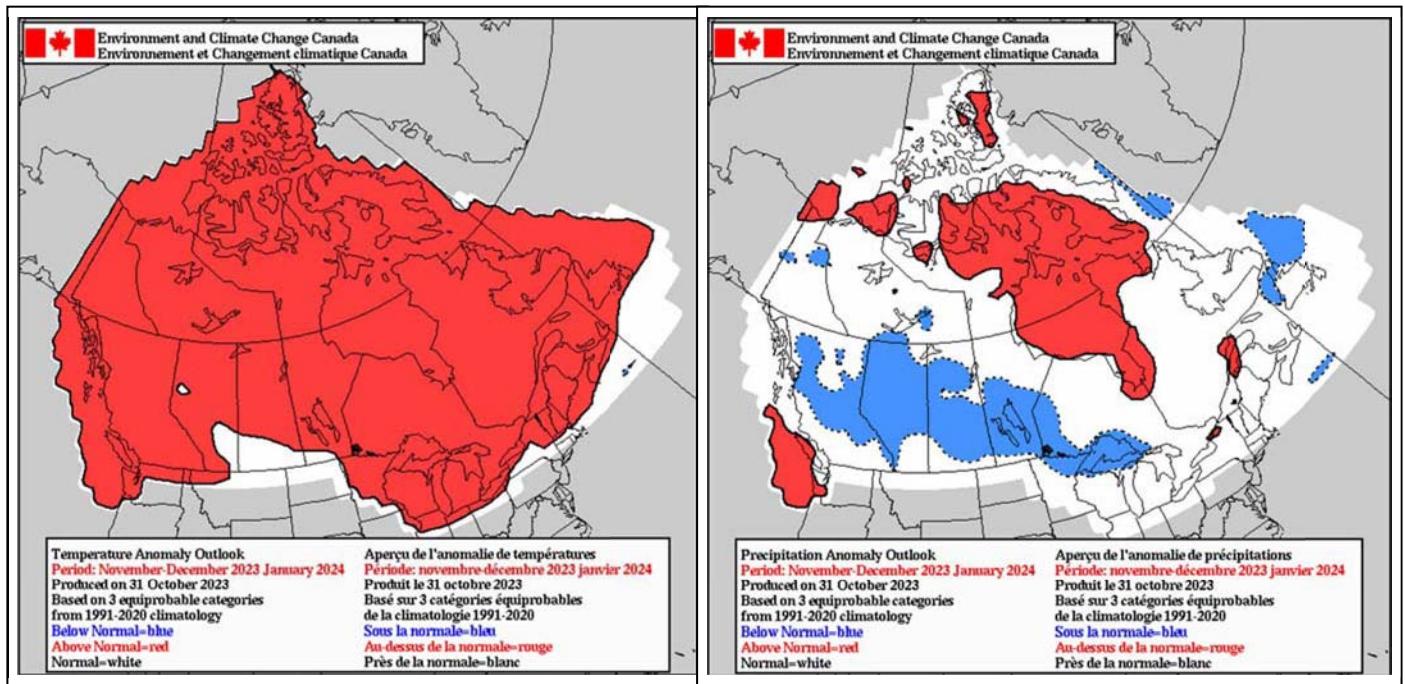
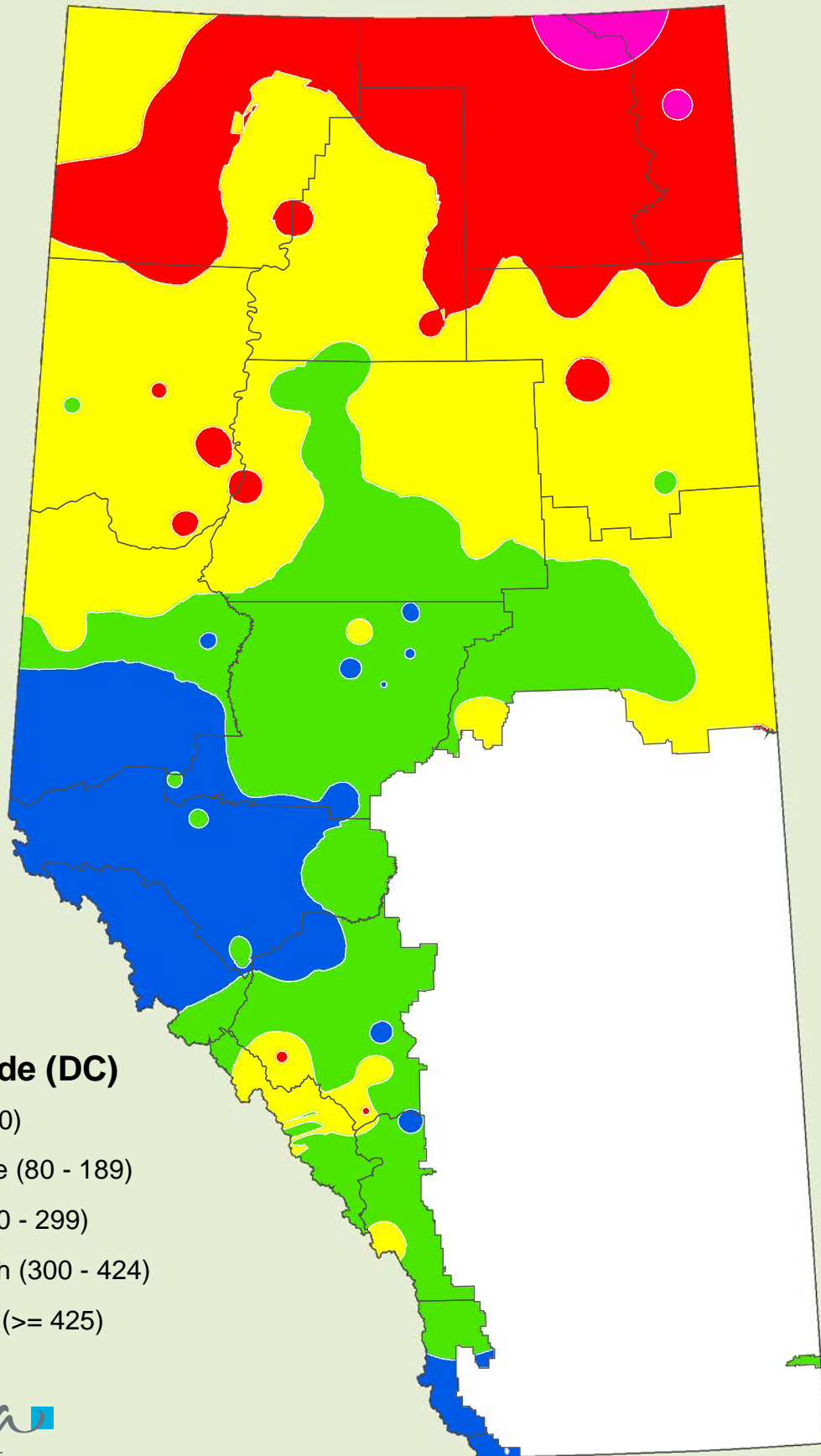


Figure 3. ECCC’s deterministic seasonal forecasts for Nov-Dec 2023-Jan 2024 issued on Oct 31 2023.



# Drought Code Projection April 1, 2024 100% Precipitation Forecsat (Nov-Mar)



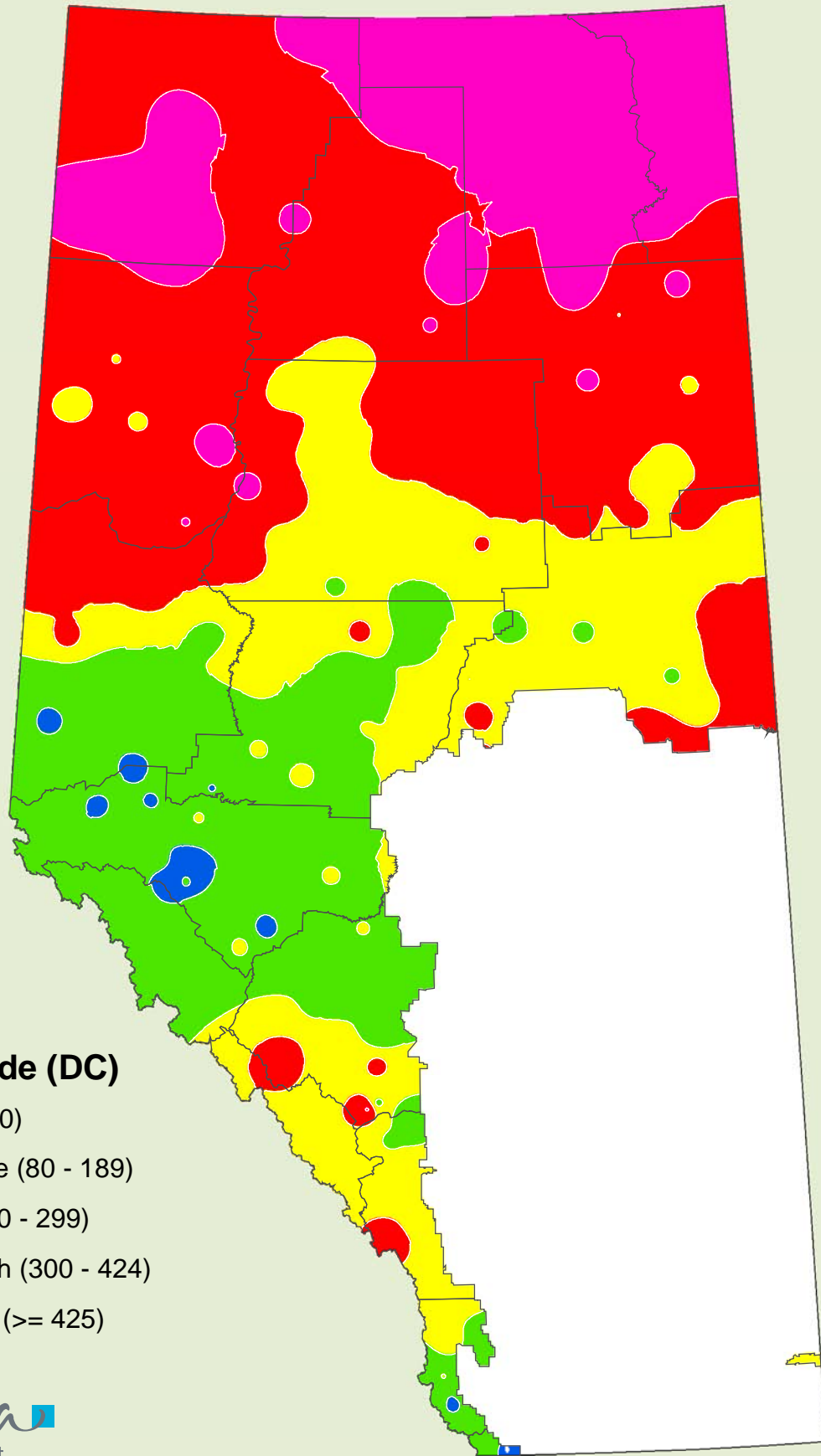
## Drought Code (DC)

- Low (< 80)
- Moderate (80 - 189)
- High (190 - 299)
- Very High (300 - 424)
- Extreme ( $\geq 425$ )






# Drought Code Projection

## April 1, 2024

### 50% Precipitation Forecsat (Nov-Mar)



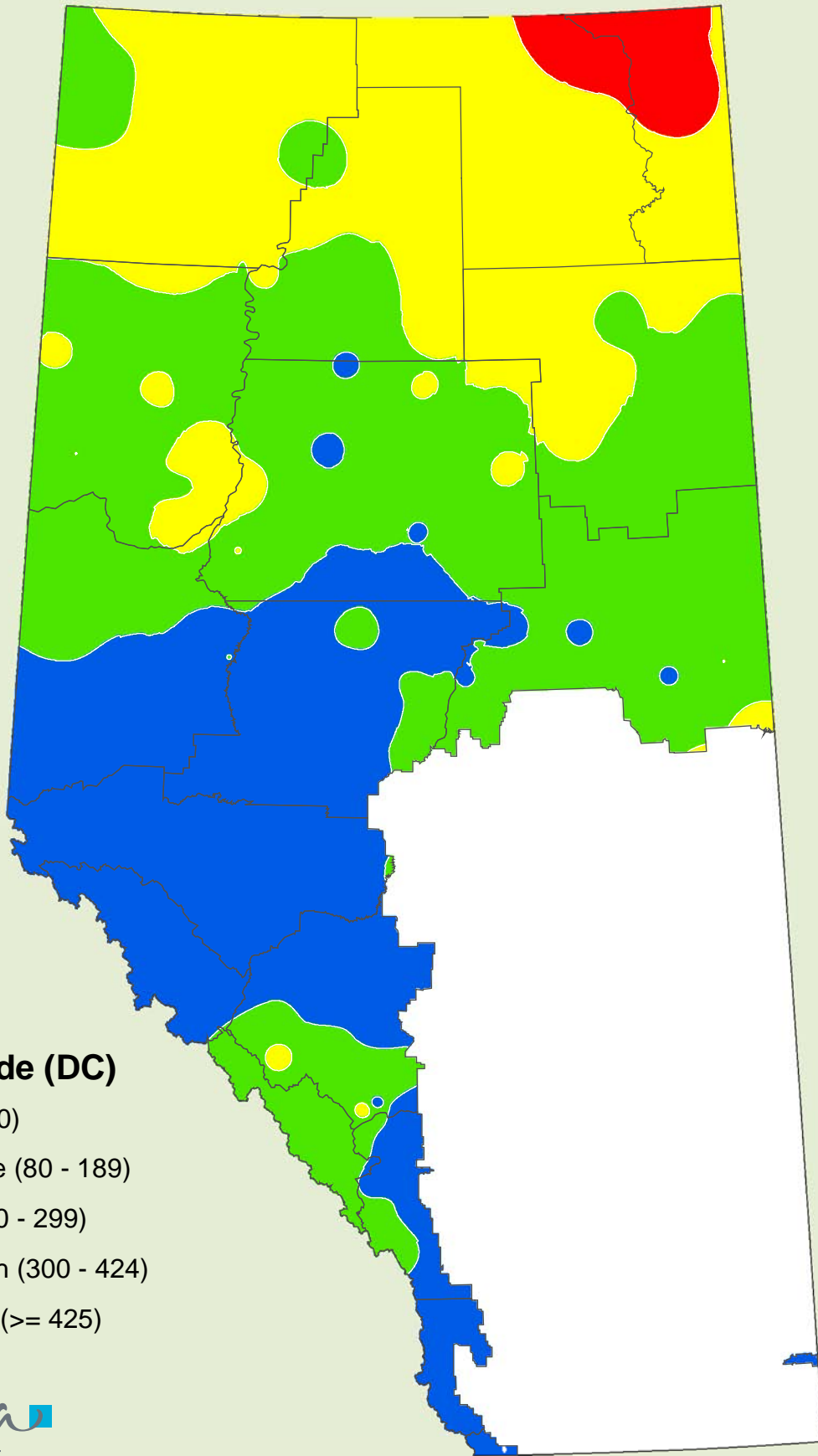
#### Drought Code (DC)

-  Low (< 80)
-  Moderate (80 - 189)
-  High (190 - 299)
-  Very High (300 - 424)
-  Extreme ( $\geq 425$ )






# Drought Code Projection

## April 1, 2024

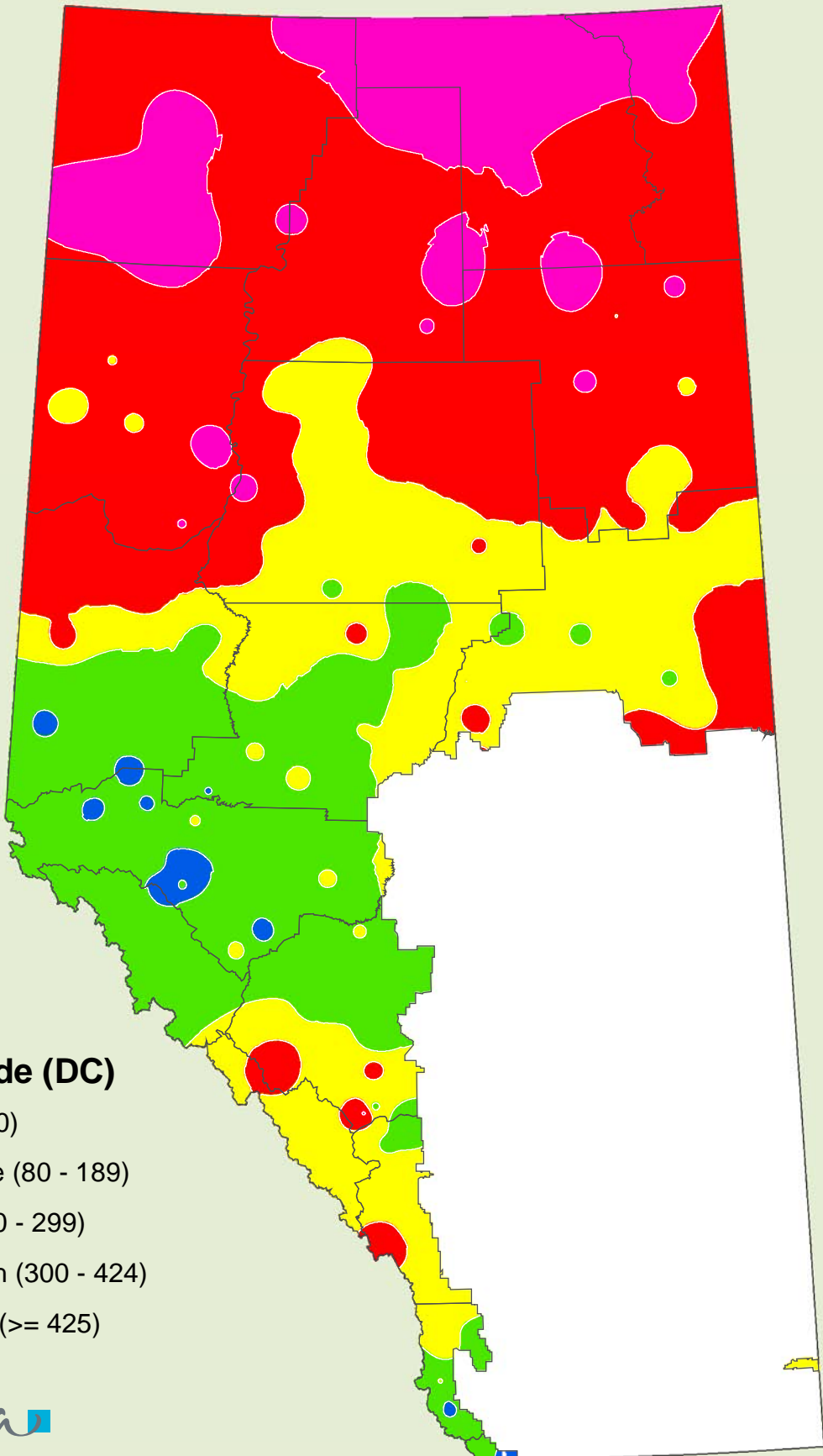
### 150% Precipitation Forecsat (Nov-Mar)








#### Drought Code (DC)

-  Low (< 80)
-  Moderate (80 - 189)
-  High (190 - 299)
-  Very High (300 - 424)
-  Extreme ( $\geq 425$ )

# Drought Code Projection April 1, 2024 ECCC Precipitation Forecsat (Nov-Mar)



### Drought Code (DC)

-  Low (< 80)
-  Moderate (80 - 189)
-  High (190 - 299)
-  Very High (300 - 424)
-  Extreme ( $\geq 425$ )





ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister  
MLA, Innisfail-Sylvan Lake*

October 19, 2023

AR 94722

Mr. Lorne Halisky  
Reeve  
Smoky Lake County  
PO Box 310  
Smoky Lake, AB T0A 3C0  
[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)

Dear Reeve Halisky:

Thank you for your September 21, 2023 letters to my colleague the Honourable Ric McIver, Minister of Municipal Affairs, and myself regarding additional funding for Bridges BF13398 and BF76552. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

Transportation and Economic Corridors has been diligently keeping pace with aging infrastructure by providing cost-shared funding through programs such as the Strategic Transportation Infrastructure Program to develop and maintain critical transportation infrastructure and promote economic growth and improve mobility.

I acknowledge the significant economic impacts COVID-19 has had on the global supply chain, most notably regarding inflation, labour, and steel costs. Several Government of Alberta projects have felt these consequences as well.

While I understand the impact of inflation and increased construction costs, I am unable to offer additional funding at this time as the department has fully allocated funding from Budget 2023.

I encourage the County to further explore the possibility of additional funding through Municipal Affairs, which provides significant grant funding to municipalities under the Municipal Sustainability Initiative. Through this program, local governments determine the projects and activities to fund based on local priorities, while adhering to program requirements. Capital expenditures related to the construction and upgrades to roads and bridges are eligible under both grant programs.

.../2

If you have any further questions, please contact Mr. Michael Botros, Regional Director, Fort McMurray and North Central Region. Mr. Botros may be reached toll-free by dialing 310-0000, then 780-305-2405, or at [michael.botros@gov.ab.ca](mailto:michael.botros@gov.ab.ca).

Thank you again for writing.

Sincerely,



Honourable Devin Dreeshen, ECA  
Minister of Transportation and Economic Corridors

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs  
Glenn Van Dijken, MLA, Athabasca-Barrhead-Westlock  
Michael Botros, Regional Director, Fort McMurray and North Central Region,  
Transportation and Economic Corridors

**Patti Priest**

---

**Subject:** SAVE THE DATE - RMA DISTRICT 5 Meeting  
**Location:** Bonneyville - Fort Kent Community Hall  
  
**Start:** Fri 2024-01-26 12:00 AM  
**End:** Sat 2024-01-27 12:00 AM  
**Show Time As:** Free  
  
**Recurrence:** (none)  
  
**Meeting Status:** Accepted  
  
**Organizer:** Meagan Walsh

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

Details to come  
Meagan Walsh

**Patti Priest**

---

**Subject:** RMA DISTRICT 5 Meeting  
**Location:** Bonnyville - Fort Kent Community Hall

**Start:** Fri 2024-01-26 9:30 AM  
**End:** Fri 2024-01-26 4:00 PM

**Recurrence:** (none)

**Meeting Status:** Accepted

**Organizer:** Meagan Walsh

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

Good Morning,

Please see below location and hotel information for the upcoming District 5 meeting. Please **RSVP for each individual attendee** (please provide name) to Meagan Walsh [mwalsh@beaver.ab.ca](mailto:mwalsh@beaver.ab.ca) and Robin Bartlett [rbartlett@md.bonnyville.ab.ca](mailto:rbartlett@md.bonnyville.ab.ca) . Should you have any further questions regarding the details of the meeting please direct those to Robin as they are the hosting Municipality. If you have any questions regarding the agenda or have any items/resolutions to be added to the agenda, please forward them to myself.

Venue: Fort Kent Community Hall located at 5035 50 St Fort Kent, AB T0A 1H0

The meeting will commence at 9:30 am

**Hotel block bookings have been made at the following hotels:**

Best Western Bonnyville Inn & Suite

5401 43 St #101, Bonnyville, AB T9N 0B2•(780) 826-6226

Block booking under RMA District 5 - \$99.99 plus tax ---

Use the following link [Best Western Bonnyville Inn & Suites | Hotel Rooms](#)

Holiday Inn Express & Suites Bonnyville,

4404 52 Ave, Bonnyville, AB T9N 0C3•(780) 687-8888

Block booking under RMA District 5 - \$89.00 plus tax --- Block room Code RD5

Travel Directions from Hotels to Community Hall





Smoky Lake County  
 Box 310  
 Smoky Lake, Alberta  
 T0A 3C0  
 Attention: Dave Franchuk

County's September 7, 2023, Motion #862-23: "Smoky Lake County Council defer the request to provide funds not to exceed the amount of \$2,100.00 for trucking/hauling to assist North East Muni-Corr Ltd. in facilitating dust suppression on the Iron Horse Trail right-of-way for approximately 200 meters adjacent to, and east of, the Hamlet of Edward, for the purpose of conducting a test strip with MG30 product supplied at no cost by Kortech Ltd. of St. Paul; and request North East Muni-Corr Ltd. provide half (1/2) the funding for the said trucking/hauling."

**Re: Kortech Ltd. MG30 Trucking/Hauling**

November 16, 2023

Dear Dave,

This letter is in response to your email regarding a motion passed by Smoky Lake County council requesting N.E. Muni-Corr Ltd. provide half the funding for the cost of trucking/hauling MG30 product to the ROW east of Edward.

In light of conversations on November 7, 2023 with Kortech Ltd., I am happy to let you know there will be no trucking/hauling fees. Kortech Ltd. will be transporting the MG30 at their cost in addition to supplying the product at no charge. Smoky Lake County would only need to supply the equipment and manpower for the application of the product.

I hope this information is what you need to take back to your council however, if you do have any questions or need additional input, please call or email me.

Sincerely,

Marianne Janke  
 Executive Director  
 N.E. Muni-Corr Ltd.

Box 874 St. Paul, AB. T0A 3A0  
 Office: (780) 645-2913 Cell: (780) 645-8090 Email: [info@ironhorsetrail.ca](mailto:info@ironhorsetrail.ca)



November 16, 2023

Northeast Alberta Alliance for Growth & Opportunity (NAAGO)  
Delivered via email to all NAAGO Municipalities

Dear NAAGO Municipal Officials:

As you may be aware, Lac La Biche County created a Law Enforcement Training Centre, and continues expand the program with a great amount of collaboration with our partners Portage College and Alberta Justice/the Solicitor General. We wish to expand and educate NAAGO municipalities on the program we offer.

The Law Enforcement Training Program may be of interest to your municipalities for new employees or upgraded training courses. We continue to appreciate the support regionally from NAAGO municipalities, and we look forward to hearing from you on how we can assist in offering trainings through our Law Enforcement Training Centre.

You may find additional information our program at the following link  
Should you have any questions, please feel free to email [training@laclabichecounty.com](mailto:training@laclabichecounty.com).

Sincerely,

Paul Reutov  
Mayor, Lac La Biche County

cc: Lac La Biche County Council  
Ms. Tracy Bell, Executive Director, Training Academy, Public Safety & Emerging Services  
Ms. Nancy Broadbent, President of Portage College  
Lac La Biche County Senior Leadership Team  
Chris Clark, Director of Law Enforcement Training Program



November 22, 2023

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

Attention: Gene Sobolewski

RE: 2024 Road Improvement Projects

---

In our ongoing effort to provide excellent service to our Road Authority customers; we would like to discuss your 2024 or future Road Improvement Projects for better planning. This information will help us provide adequate lead-time for powerline survey, engineering and construction, which will help us meet your in-service dates.

For each of your upcoming road improvement projects; please send us the complete digital plan of the work or complete the attached. This will enable us to initiate the project and provide you with the **scope and proposal for ATCO's work**. Depending on the existing powerline location, you may be responsible for a portion of the project cost.

We realize any information supplied to us early on may be subject to change. Please notify us of any change in order to ensure a timely relocation of structures. Any information you supply to us will be treated in a confidential manner.

Without this information, it may be difficult to provide the accurate and timely service you deserve. We appreciate your efforts to help us meet your needs. If you have any questions or concerns, please feel free to call us at 587-201-2278.

Yours truly,

Richelle Bourget  
Customer Sales Representative, Central East Region

5402 54 Avenue  
Bonnyville, AB T9N 2K5  
richelle.bourget@atco.com

Page 1 of 3

APPLICATION FOR DESIGN & COST PROPOSAL

For Road Work

This application is not required if a detailed plan of road work is sent to ATCO

Road Move Name:

---

Legal Land Location:

---

to

Detail Map of road work location attached?

Yes

No

Road Authority

& Mailing Address:

---

---

---

Fax #: \_\_\_\_\_

Primary Contact Name:

---

Phone #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Email Address:

---

Field Contact or Contractor Name:

---

Phone #: \_\_\_\_\_

Cell #: \_\_\_\_\_

**Consultant's Name:**

---

Phone #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Permission to share information pertaining to this project with your contractor and/or consultant?

Yes

No

Scheduled construction start date:

Scheduled construction complete date:

---

---

Page 2 of 3

Customer Initial:

Please provide a detailed scope description of the road work to be completed:

---

---

Are there power line facilities which need to be moved prior to road work beginning?

Yes

No

Are there power line facilities which will need to be moved during road work?

Yes

No

Present or existing road right-of-way width:

---

Proposed road right-of-way width:

---

Was private land purchased to complete the road work?

Yes

No

If so, please provide the status of the purchase:

---

Which side of the road is the new RoW? (or both)

---

Will there be a registered road plan for this? new right-of-way?

---

If so, when will the plan be registered?

---

Attached survey/engineered plans?

Yes

No

Extra right of way required for backslopes?

Yes

No

How many power poles will be affected?

---

Any large cuts or fills?

Yes

No

Attached profile documents?

Yes

No

Will poles be left on mounds upon road construction completion?

Yes

No

Page 3 of 3

Customer Initial:



The Royal Canadian Legion  
 Smoky Lake Branch # 227 10.6  
 P.O. Box 592  
 Smoky Lake, AB  
 T0A 3C0

November 19, 2023

County of Smoky Lake  
 P.O. Box 310  
 Smoky Lake, AB  
 T0A 3C0



**ATTN: County Administrator and County Council**

Smoky Lake Legion has been dealing with a rotten wall in the basement on the north side of the building. Recently in September there were signs of ants and mice entering the basement. So the ants and mice issues had to be dealt with asap before winter sets in. An emergency executive meeting was called and the motion was to do the repairs immediately rather than later. It was also decided to repair and insulate the wall on the west side of the basement.

(Both the North and the West side, had water coming in due to rotten studs & siding. We replaced the rotten studs and sheeting.)

The legion is requesting some financial reimbursement for this project. Please find below a list of expenses for our costs to close and properly insulate these two walls. Receipts are available at your request. You are welcome to drop in to see the work that was done by contacting any of the phone numbers listed below, to open the legion during closed hours. Otherwise legion is open at 4:00 pm every Wednesday, Thursday, Friday, and other posted events.

**Material for repairing hole in the basement wall**

1. Box of Spray Foam Insulation, Canadian Tire	472.49	
2. S. L Home Hardware, Screws, Sealant, Foam Spray, etc.	61.91	
3. North Corridor Co-Op Plywood, Lumber	261.10	
- 6 Sheets ¼ Flooring plywood @ \$25.00 per sheet	210.00	
	<b>Sub-Total</b>	<b>1,005.50</b>

**Labour**

1. Paul Moldowan 6 hrs @ \$35.00 per hr. Carpenter work	210.00	780-656-3038
Plus Two Trips to Pick up Supplies, Thorhild Co-op & Vegreville	80.00	
2. Serge Bottos 30 hrs @ \$35.00 per hr. Carpenter work	1050.00	780-656-1371
3. Roger Amyotte 10 hrs @ \$35.00 per hr. Plywood inside & outside	350.00	
4. Dan Bellefontaine 10 hrs @ \$30.00 per hr. Clean up	300.00	
	<b>Sub-Total</b>	<b>1,910.00</b>
	<b><u>Total Project</u></b>	<b><u>3,210.50</u></b>

Submitted on behalf of the Project Committee  
 Bernadette Dalpé, Finance  
 Cell Ph 780-656-0092

(700) 632-2611

120 HWY 10N WEST, VEGREVILLE, AB  
Monday-Thursday 8AM-7PM Friday 8AM-8PM  
Saturday 8AM - 6PM, SUNDAY 9AM - 6PM  
Store # 0319/00RT0002  
REG #: 64 10/15/2023 12:08:45 TRANS # 00  
OPERATOR #: 12 Float: 001

①

064-2493 FROTH PAK SINT, \$ 449.99  
AVL (\$ 7.00)

SUBTOTAL 449.99  
5% GST 22.50  
TOTAL \$ 472.49

DEBIT \*\*\*\*\*3592  
CHIP CARD  
Approval AD690B  
FBI. TEND \$ 2.49  
AMOUNT \$ 0.00  
By EFT (Trans) \$ 1.00  
e.c.f. \$ 1.00  
e.c.f. \$ 0.00  
e.c.f. \$ 0.00  
e.c.f. \$ 0.00

10% rebate on all purchases  
of 5 litres or more of Triangle Brand  
Canadian Gas. 10% in All Money of  
Canadian Gas. 10% rebate per litre  
in All Money on regular gas at  
participating Gas Stations.  
\*Calculated pre-tax. Terms & Conditions  
apply. Visit Triangle.com for details.

9DAY YOU SAVED: \$ 105.00

DEBIT CARD TRANSACTION RECORD

THANK YOU FOR  
SHOPPING  
CANADIAN GAS  
VEGREVILLE, AB

*Paid  
Oct 26/23  
CR \$ 192.*

OPERATOR: 12 TRANS # 00

PURCHASE  
ACC: INTERAC CHEQUING

\$ 472.49

CARD NUMBER: \*\*\*\*\*3592  
CHIP CARD  
2023/10/15 12:09:43  
REFERENCE: P1242621 0010013410 C

AUTHORIZATION: AD690B  
A0000002771010  
Interac  
0000 0000E800

00 APPROVED - THANK YOU 001

CUSTOMER COPY

*Paul Molloy*



2



# SMOKY LAKE HOME HARDWARE

3 WHEATLAND AVE,  
SMOKY LAKE, AB, T0A 3C0  
(780) 656-3690 GST 708050513RT0001

ACCOUNT: 11422  
INVOICE: 11422  
2023/10/18 10:06 am  
1-160862 KW

SV Royal Cdn Legion Smoky  
OEN P.O. Box 592  
DU Smoky Lake, AB, T0A 3C0  
T (780) 656-4135  
OA P.O.#: Paul

SE  
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V  
P  
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A  
Royal Cdn Legion Smoky  
P.O. Box 592  
Smoky Lake, AB, T0A 3C0

\*\*\*\*\* INVOICE \*\*\*\*\*

ITEM	DESCRIPTION	QUANTITY	UOM	CODES	PRICE	EXTENDED
2182436	SCRWS, AP YLW ZNC 8X2" 100PK	1	PK	T	11.99 /PK	11.99
2030851	SEALANT, FOAM SPRAY GP+CRK 340G	2	EA	T	13.99 /EA	27.98
						-----

41.97  
19.94  

---

61.91  
Paid Nov. 3, 2023  
CR # 194

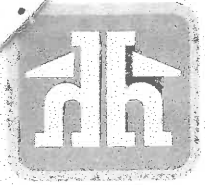
Item Total 39.97  
GST 2.00  
SubTotal 41.97

Amounts Tendered

CHARGE TO:

41.97

X Paul Thank you for shopping at Home Hardware,  
Received By HERE'S HOW



# SMOKY LAKE HOME HARDWARE

3 WHEATLAND AVE,  
SMOKY LAKE, AB, T0A 3C0  
(780) 656-3690 GST 708050513RT0001

ACCOUNT:  
INVOICE: 11458  
2023/10/21 9:44 am  
1-161225 DC,HomeInfo

S V Royal Cdn Legion Smoky  
O E P.O. Box 592  
L N Smoky Lake, AB, T0A 3C0  
D D  
U  
T  
O A (780) 656-4135

S E  
H N  
I V Royal Cdn Legion Smoky  
P O P.O. Box 592  
Y Smoky Lake, AB, T0A 3C0  
T E  
O R  
A

\*\*\*\*\* INVOICE \*\*\*\*\*

ITEM	DESCRIPTION	QUANTITY	UOM	CODES	PRICE	EXTENDED
2394356	DOORSWP, ALUM/EPLM COMM: 1-3/4"X4'	1	EA	QST	18.99 /EA	18.99

Item Total	18.99
GST	0.95
SubTotal	19.94
Amounts Tendered	19.94

X *[Signature]* Thank you for shopping at Home Hardware,  
Received By HERE'S HOW

2701-002 NORTH  
CORRIDOR C

*P.O. BOX  
160*

North Corridor Co-op  
Thorhild Home Centre  
219 2nd Street  
Thorhild, AB, T0A 3J0  
780-398-3975  
GST #R105271464  
Serving our communities since 1945

RECEIPT REPRINT

TRAN #: 1921 10/02/23  
Sale

*3*

SOLD TO: CUSTOMER #

SHIPPED TO:

ACCOUNT

- SMOKY LAKE ROYAL CANADIAN  
C/O BERNADETTE DALPE  
BOX 592  
SMOKY LAKE, AB T0A3C0  
7806563630

PO #: PAUL  
SIGNER:  
TAX EXEMPT:  
REG#: 51  
CASHIER#: 21

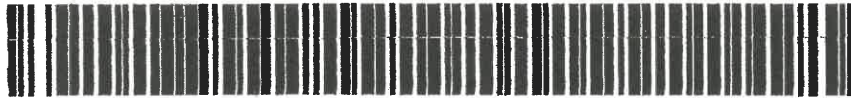
INVOICE DETAILS

ITEM NUMBER	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	EXT. PRICE	DISCOUNT	NET TOTAL
HEADING: (none)							
2723484	ACQ TREATED PLYWOOD BROWN 4X8-	2.000	EA	104.96	209.92	0.00	209.92
2700110	2X6-8FT SPF #2 & BTR GRADE LUM	5.000	EA	7.75	38.75	0.00	38.75

SUBTOTAL: 248.67  
TAX: 12.43  
TOTAL: 261.10  
DEPOSITS: 0.00  
BALANCE DUE: 261.10

TENDER DETAILS

PAYMENT METHOD	MISC. NUMBER	AUTH NUMBER	AMOUNT
Charge			261.10



0217405101921100223

*Paul*  
*7/1/2023*

*Pd. Oct 02, 2023*  
*CR # 2420*



4

DAY MON YEAR  
02/11/2019  
13:07

NORTH CORRIDOR/THORHILD HC

PO BOX 160 219 2nd ST 780-398-3975  
THORHILD, AB T0A 3J0 - R105271464

PAGE 1

SOLD TO:		MEMBER NUMBER	SHIP TO:
ROYAL CANADIAN LEGION #227			
C/O BERNADETTE DALPE			
BOX 592			
SMOKY LAKE, AB T0A 3C0			
CUSTOMER PURCHASE ORDER NO.			

ITEM NUMBER	DESCRIPTION	UOM	QUANTITY	UNIT PRICE	AMOUNT
2711422	* UNDERLAY 5/16 FIR RICHPLY (8.5MM)	0 EA	25	30.330	G 758.25
/H	MOUNTAIN RANGE VINYL FL	PI EA	32	63.690	G 2,038.08
5801329	ELMERS GLUE-ALL 3.8L	PI EA	3	29.990	G 89.97
7164874	PAM ST SCR #8X1-1/4 WD 1000 SCREW	5 CS	3	32.291	G 96.87
5015417	3 IN 1 SILICONE SPRAY	PI EA	1	7.990	G 7.99
5040357	WD-40 FREE W/\$75 PURCHASE SILICONE	PI EA	-1	7.990	G 7.99-
did not take vinyl flooring					
will pick up later					
<i>6 sheets not used during 2019 Renovation</i>					
<i>Bill paid Dec 19, 2019</i>					
Subtotal					2,983.17

THANK YOU FOR SHOPPING  
AT THORHILD CO-OP

INVOICE NUMBER

00218093C

GST  
PST

AMOUNT DUE

149.16

0.00

3,132.33

Charge Sale

COPY 2

CUSTOMER SIGNATURE

JEAN-MA

SALESMAN



ALBERTA  
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister  
Deputy Premier of Alberta  
MLA, Calgary-West*

AR 27749

November 20, 2023

Lorne Halisky  
Reeve  
Smoky Lake County  
4612 McDougall Drive  
Smoky Lake, AB T0A 3C0

Dear Reeve Halisky:

Thank you for your application of October 11, 2023, requesting disaster financial assistance for wildfires that began on April 29, 2023. I am pleased to inform you that Smoky Lake County has been approved under the 2023 Wildfires Disaster Recovery Program.

Changes to the Disaster Recovery Program were made effective as of February 25, 2021, which includes a 90:10 cost-share formula for local authority applicants.

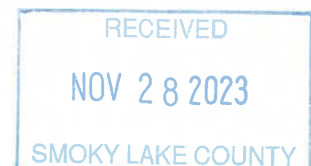
The Disaster Recovery Program will consider extraordinary response costs and remediation costs incurred by Smoky Lake County because of actions taken to protect the community from the wildfire. Claims for cost submissions, project lists, and other documentation will be accepted for a period of up to three years after program approval.

A member of the Recovery Branch from the Alberta Emergency Management Agency will be in contact to assist with program delivery. Should you require further information regarding your approval for financial assistance, please contact Brenda Fioretti, Director of Community Recovery Services, toll free by dialing 310-0000, and then at 780-718-5101 or via email at [brenda.fioretti@gov.ab.ca](mailto:brenda.fioretti@gov.ab.ca).

Sincerely,

Honourable Mike Ellis  
Deputy Premier of Alberta  
Minister of Public Safety and Emergency Services

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs  
Glenn van Dijken, MLA for Athabasca-Barrhead-Westlock

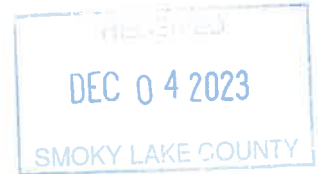




ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister  
MLA, Innisfail-Sylvan Lake*



October 19, 2023

AR 94722

Mr. Lorne Halisky  
Reeve  
Smoky Lake County  
PO Box 310  
Smoky Lake, AB T0A 3C0  
[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)

Dear Reeve Halisky:

Thank you for your September 21, 2023 letters to my colleague the Honourable Ric McIver, Minister of Municipal Affairs, and myself regarding additional funding for Bridges BF13398 and BF76552. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

Transportation and Economic Corridors has been diligently keeping pace with aging infrastructure by providing cost-shared funding through programs such as the Strategic Transportation Infrastructure Program to develop and maintain critical transportation infrastructure and promote economic growth and improve mobility.

I acknowledge the significant economic impacts COVID-19 has had on the global supply chain, most notably regarding inflation, labour, and steel costs. Several Government of Alberta projects have felt these consequences as well.

While I understand the impact of inflation and increased construction costs, I am unable to offer additional funding at this time as the department has fully allocated funding from Budget 2023.

I encourage the County to further explore the possibility of additional funding through Municipal Affairs, which provides significant grant funding to municipalities under the Municipal Sustainability Initiative. Through this program, local governments determine the projects and activities to fund based on local priorities, while adhering to program requirements. Capital expenditures related to the construction and upgrades to roads and bridges are eligible under both grant programs.

.../2

If you have any further questions, please contact Mr. Michael Botros, Regional Director, Fort McMurray and North Central Region. Mr. Botros may be reached toll-free by dialing 310-0000, then 780-305-2405, or at [michael.botros@gov.ab.ca](mailto:michael.botros@gov.ab.ca).

Thank you again for writing.

Sincerely,



Honourable Devin Dreeshen, ECA  
Minister of Transportation and Economic Corridors

cc: Honourable Ric McIver, ECA, Minister of Municipal Affairs  
Glenn Van Dijken, MLA, Athabasca-Barrhead-Westlock  
Michael Botros, Regional Director, Fort McMurray and North Central Region,  
Transportation and Economic Corridors

**Patti Priest**

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**From:** IMPTSG <imptsg@gov.ab.ca>  
**Sent:** November 28, 2023 1:47 PM  
**To:** Patti Priest  
**Cc:** Brenda Adamson; IMPTSG; Wendy Moshuk  
**Subject:** RE: Indigenous and municipal police transition study grant  
**Attachments:** Grant Program Criteria Guideline and Application Form.pdf

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

Hello,

Thank you for the interest in the Indigenous and Municipal Police Transition Study Grant program. Please find attached the grant application form which contains additional information on the grant application process.

I and other staff from the Ministry are available to meet with yourself and/or others from your municipality to discuss the grant application process in greater detail and walk through the application document as well as answer questions you may have on the process.

Best regards,

**Douglas Morgan** | Executive Director  
 Innovation and Program Development  
 Ministry of Public Safety and Emergency Services | Public Security Division  
 10<sup>th</sup> Floor, John E Brownlee Building | 10365 – 97 Street NW | Edmonton, AB | T5J 3W7  
 Mobile: 587-783-9078  
[douglas.morgan@gov.ab.ca](mailto:douglas.morgan@gov.ab.ca)




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Classification: Protected A

**From:** Patti Priest <patti.priest@smokylakecounty.ab.ca>  
**Sent:** November-28-23 1:34 PM  
**To:** IMPTSG <imptsg@gov.ab.ca>  
**Cc:** Brenda Adamson <badamson@smokylakecounty.ab.ca>  
**Subject:** Indigenous and municipal police transition study grant

**CAUTION:** This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Good afternoon,

We have reviewed the information on your website at <https://www.alberta.ca/indigenous-municipal-police-transition-study-grant>.



# ALBERTA INDIGENOUS & MUNICIPAL POLICE TRANSITION GRANT PROGRAM

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## *Grant Criteria*

### GRANT PURPOSE

The Alberta Indigenous and Municipal Police Transition Grant program provides one time grant funding that is available for a feasibility study that considers various policing and community safety models to determine whether and which model might be the best fit for your community; including a stand-alone police service or regional equivalent.

### GRANT OBJECTIVES

The feasibility study must be Alberta-based and meet the following objectives:

- Explore and/or incorporate innovative, promising, or proven policing models and public safety practices
- Consider community engagement focused on understanding the underlying causes of crime and victimization; to create public safety measures and activities dedicated to crime reduction outcomes
- Provide the community with perspective of the policing model that directly addresses public safety concerns/measures for your community and all its citizens

### GRANT OVERVIEW

Funding to a maximum \$30,000 per community, is available to support the development of a feasibility study for the viability of a stand-alone police service or regional equivalent. Applications that include more than one Indigenous community or municipality will be considered for a joint or shared initiative. These collaborative applications will be considered in their totality and funding will be determined for the initiative as a whole allowing for \$30,000 per participant if required.

The feasibility study should consider and include the following:

- Community Background and History
- Community and stakeholder perspectives
- Understanding of the issue and possible solutions (i.e., consider various community policing models)
- Informed Data (i.e., policing stats, environmental scan)
- Implementation Plan (community capacity to implement and resource requirements)
- Transition plan to move from current state to future state
- Anticipated Costs and Timelines
- Strategic Alignment (value to the community and Albertans)
- Organizational Impact
- Assumptions and Constraints

- Benefits, Risks and Opportunities (i.e., cost-benefit analysis)
- Recommendation(s)

### **Eligible Applicants**

Applicants must be located in Alberta and be one of the following:

- First Nations
- Metis Settlements
- Municipalities

### **Ineligible Applicants**

- Individuals
- Academic institutions
- For-profit organizations
- Crown corporations
- Publicly funded institutions

### **Eligible Expenses**

Funding is for direct project costs only and limited to the period of the proposed funding. This may include:

- Staffing salaries (i.e., specify what role community staff would be required for, as this may be covered under program administration)
- Staff/Volunteer Travel (mileage, car rental)
- Staff/Volunteer accommodation
- Honoraria (e.g., for Elders)
- Consultant Fees (if required); with justification for expenditures (based on identified deliverables)
- Consultant Travel (mileage, car rental, accommodations); proportional to Consultant Fees budget
- Program Administration:
  - (Operational costs, rent, internet/tech)
- Program Materials or Equipment to support the implementation of the project (e.g., pamphlets, surveys)
- Office supplies

### **Ineligible Expenses**

- Capital costs that include but are not limited to land or vehicle purchases, facility renovations, etc.
- Legal costs
- Flow through funding to not-for-profit organizations
- Debt repayment

- Donations/subsidies to third parties
- Financing charges and interest payments on loans
- Lobbying activities
- Establishing or contributing to a reserve/contingency account

### **Ineligible Projects & Activities**

- Projects that plan to send grant monies to another organization for third party use (i.e., flow-through funding; setting up grants and loans)
- Retroactive expenses incurred prior to the commencement of the grant agreement term date

### **Conflict of Interest**

In addition to complying with related legislation and the terms in the Conditional Grant Agreement, an individual affiliated with the grant application or recipient(s) should not place themselves in an apparent or actual conflict of interest related to the grant funds.

A conflict of interest arises when a conflict between an individual's personal interests (what they could gain financially or otherwise) and their duty to apply for or administer the grant funds in an accountable and transparent manner are in question.

A conflict of interest may be actual or perceived. Actual conflict exists where an individual's personal interests could improperly influence the recipient's duty to utilize the grant funds in a responsible and accountable manner. For example, an individual employed by the recipient wants to use the grant funds to rent a vehicle from a private company owned by the individual. An actual conflict of interest exists because the individual personally benefits from this decision.

Perceived conflict of interest exists when there is the appearance that an individual has a private interest that could improperly influence the individual's duty to act in the best interests of the grant recipient.

Whether a conflict of interest is categorized as actual or perceived, the individuals affiliated with the grant recipient should avoid placing themselves in a situation where their personal interest could interfere with their duty to be transparent and accountable with the use of the grant funds. For example, the individual should ensure that their family members or the businesses they have an interest in not be involved with the project and in no way personally benefit from the Government of Alberta funding that was provided.

As soon as reasonably possible after becoming aware of a personal interest that causes or is likely to cause a conflict of interest in relation to a grant application, the grant applicant or recipient must give notice of the conflict to the Ministry of Public Safety and Emergency Services. After giving notice of a conflict, the grant applicant may not commence nor continue until instructed to do so by the department and may not be allowed to proceed.

### **Amount of funding Available**

One time funding to a maximum \$30,000 for time-limited projects.

NOTE: Funding is limited. Not all applications will be funded, and others may be recommended for a lesser amount.

NOTE: Multiple Indigenous communities or municipalities can collaborate on a joint or shared initiative. These applications will be considered in their totality and funding will be determined for the initiative as a whole.

### **Supporting Documents Required when Applying**

1. Letter documenting support and/or partnership from leadership (Indigenous/Municipal/Regional).
2. When multiple Indigenous communities or municipalities collaborate on a joint or shared initiative; letters documenting support and/or partnership from leadership of each Indigenous or municipal community must be included on the application.

### **Before Applying**

- Refer to the Alberta Community Policing grant criteria in this document for eligibility requirements.
- Obtain your supporting documents.

NOTE: Please contact our office if you need help completing the application.

CONTACT: For questions regarding application or program details:

Email: [imptsg@gov.ab.ca](mailto:imptsg@gov.ab.ca)

Please keep a copy of your application for your records

### **Reporting**

- Successful applicants will be required to submit a final report (i.e., on the process undertaken, who was hired, extent of the community engagement, etc.) following the end of the grant term, an example template will be provided.

### **Financial Reporting**

- An Actuals Financial Report is required upon the end of the grant year and term (template will be provide).
- Alberta Community Policing grant money that is not spent on the approved project in excess of \$200 must be returned.