



# SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, January 11, 2024 at 9:00 a.m. held

Virtually <https://video.businessconnect.telus.com/join/802100052> (Meeting ID # 802100052) and

Physically in Smoky Lake County Council Chambers, 4612 McDougall Drive, Smoky Lake

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1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes:
  - 3.1. Council Regular Meeting, December 14, 2023
4. Delegation(s):
  - 4.1. Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism – Update and Request for Year-2024 Advertising Renewal @ 9:15 a.m.
  - 4.2. Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA) – Seeking Continued Support of LARA @ 10:15 a.m.
5. Public Hearing (*Council Meeting is Recessed and Public Hearing is undertaken on a Separate Agenda*)  
Nil

## **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-001-24: Manufactured Home. @ 2:00 p.m. (or as soon as practical thereafter)
7. Business – Requests for Decisions
  - 7.1. Trail Twisters Application for Roadway License Agreement RLA-002-23, RGE RD 171, between TWP RD 595A & TWP RD 621
  - 7.2. Northern and Regional Economic Development (NRED) Program
  - 7.3. Request to Erect Advertising Billboards on County-Owned Land
  - 7.4. Request for Fence Removal Compensation on County-Owned Leased Land
  - 7.5. Offer to Purchase County-Owned Land PT. SE-09-58-15-W4M
  - 7.6. Policy Statement No. 62-12-04: Clubroot
  - 7.7. Alberta Invasive Species Council Membership
  - 7.8. Grazing School for Women Sponsorship
  - 7.9. Lakeland Agricultural Research Association
  - 7.10. Alberta Indigenous & Municipal Police Transition Grant Program
  - 7.11. Request for Property Tax Payment Plan & Penalty Waive
  - 7.12. Request to Waive Property Tax Penalties
  - 7.13. Request for Donations
  - 7.14. Family & Community Support Services (FCSS) Funding Applications
  - 7.15. Cost of Living Allowance (COLA) for Elected Officials
  - 7.16. Rural Municipalities of Alberta RMA Annual Spring Conventions & Meetings with Ministers
  - 7.17. Federation of Canadian Municipalities FCM Membership 2024-2025
  - 7.18. Alberta Health Services Temporary Closures to Smoky Lake’s Emergency Room

8. Chief Administrative Officer (CAO) Report (*provided at the second Council meeting of the month*)  
Nil

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

10. Correspondence

- 10.1. Email - Lakeland Industry & Community Association, dated November 8, 2023, Indoor air Quality Testing (Deferred from November 23, 2023 Council Meeting)
- 10.2. Letter – Minister of Municipal Affairs, dated December 19, 2023, Alberta Community Partnership (ACP) Grant Approval for Smoky Lake County
- 10.3. Letter – Minister of Municipal Affairs, dated December 19, 2023, Alberta Community Partnership (ACP) Grant Approval for Village of Vilna
- 10.4. Letter – Minister of Municipal Affairs, dated December 19, 2023, Alberta Community Partnership (ACP) Grant Approval for Village of Waskatenau
- 10.5. Letter – Minister of Environment & Protected Areas, dated December 20, 2023, Request to Undertake Preparations for Drought in 2024
- 10.6. Letter – Minister of Municipal Affairs, dated December 15, 2023, Local Government Fiscal Framework (LGFF) Program Launch Announcement
- 10.7. Letter – Minister of Environment & Climate Change, dated January 2, 2024, North Saskatchewan River's nomination as a Canadian Heritage River is Purely Honorific
- 10.8. Letter – Minister of Municipal Affairs, dated December 22, 2023, Assessment Model Review for Oil & Gas Property Tax

11. Information Release  
Nil

12. Financial Reports

- 12.1. Budget to Actual – November 2023
- 12.2. Financial Statement – November 2023

13. Next Meeting

- 13.1. Schedule a Council Committee of the Whole Meeting for the Purpose of Planning (MNA)

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
- 14.3. Legal Issue: Proposed Supportive Living Facility Development, under the authority of the FOIP Act Section 16: Third Party Business Interests
- 14.4. Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information

15. Adjournment.



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15. Adjournment.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 14, 2023**, at 9:01 A.M. held both virtually online and physically in 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>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Dec. 14, 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
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

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Observers in Attendance Upon Call to Order:

GIS Operator	Carole Dowhaniuk	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
Public Works Manager	Chris Minailo	Present in Chambers
Community Peace Officer	Tate Murphy	Present in Chambers
Municipal Clerk	Jenna Preston	Virtually Present
Fire Services Clerk	Meaghan Andreychuk	Virtually Present
Deputy Fire Chief	Spencer Kotylak	Virtually Present
Loss Prevention Co.	Trevor Tychkowsky	Virtually Present
Ag Fieldman	Carleigh Danyluk	Virtually Present
Assist. Ag Fieldman	Amanda Kihn	Virtually Present
Enviro & Parks Manager	Dave Franchuk	Virtually Present
Public	53 Members	Present in Chambers
Public	22 Members	Virtually Present

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**Moment of Silence**

Council and those present observed a minute of silence to honour Johnny Cherniwchan, former Smoky Lake County Councillor for Division Two, in the 2017-2021 term, who passed away on December 11, 2023, at the age of 74 years.



2. Agenda:

182-23: Halisky That the Smoky Lake County Council Meeting Agenda for Thursday, December 14, 2023, be adopted, as amended:

Deletion to the Agenda:

- **Item # 4.2:** Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism – Update and Request for Year-2024 Advertising Renewal (*rescheduled to January 11, 2024*).

Addition to the Agenda:

- **Item # 7.13:** Roadway License Agreement RLA-002-23, Range Road 171, between Township Road 595A & Township Road 621 – Application from Smoky Lake Trail Twisters Snowmobile Club.

Carried Unanimously.

3. Minutes:

**Minutes of November 15, 2023, Council Chief Administrative Officer (CAO) Recruitment**

183-23: Gawalko That the minutes of the **Smoky Lake County Council Chief Administrative Officer (CAO) Recruitment Meeting** held on Wednesday, November 15, 2023, be adopted as presented.

Carried.

**Minutes of November 21, 2023, Council Budget**

184-23: Fenerty That the minutes of the **Smoky Lake County Budget Meeting** held on Tuesday, November 21, 2023, be adopted as presented.

Carried.

**Minutes of November 23, 2023, Council Regular**

185-23: Cere That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, November 23, 2023, be adopted as presented.

Carried.

**Minutes of December 5, 2023, Council Budget**

186-23: Halisky That the minutes of the **Smoky Lake County Council Budget Meeting** held on Tuesday, December 5, 2023, be adopted as presented.

Carried.

7. Request for Decision:

**7.1. Hamlet of Bellis Sewage Connection Request**

187-23: Halisky That Smoky Lake County Council approve to waive the Sewage Connection Fee in the amount of \$2,500.00, as per 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, along the Hamlet of Bellis, and commence levying an additional service charge for “sewage operation and maintenance frontage” starting in Year-2024, on the said property, in reference to Bylaw No. 666, and Bylaw No. 1412-22.

Carried.

**7.2. Vilna Solar Project – Potential Cost-Sharing Models & Community Development**

188-23: Halisky That Smoky Lake County Administration pro-actively approach the proponent of the “Vilna Solar Project” to explore options including but not limited to, cost-sharing models and/or cooperative concepts for community development, in respect to the proposed solar energy development located on the lands legally described as NW 24-59-14-W4M & NE 24-59-14-W4M.

Carried.

## County Council Meeting Recessed

The Smoky Lake County Reeve announced the Council Meeting recessed, time 9:20 a.m.

### **PUBLIC HEARING:**

**Bylaw No. 1453-23: a Bylaw of Smoky Lake 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'**

#### **1.0 Opening**

The Public Hearing was **called to order at 9:21 a.m.** by the Reeve, Jered Serben in the physical presence of all Council members, Interim Chief Administrative Officer, Finance Manager, Executive Services Clerk, Public Works Manager, Community Peace Officer, and **53 Members of the Public** in Council Chambers, with the Planning and Development Manager, Planning Technician, GIS Operator, Fire Chief, Natural Gas Manager, Communications Officer, Municipal Clerk, Fire Services Clerk, Deputy Fire Chief, Loss Prevention Coordinator, Agricultural Fieldman, Assistant Agricultural Fieldman, Environment & Parks Manager, and **22 Members of the Public** in attendance online, virtually.

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

The purpose of the hearing was summarized:

**To obtain public input in regard to Bylaw No. 1453-23: a Bylaw of Smoky Lake 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'.**

#### **2.0 Staff Presentation**

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

##### **BACKGROUND:**

- The Smoky Lake County Planning and Development Department received an application to amend Smoky Lake County Land Use Bylaw No. 1272-14, from the Métis Nation of Alberta, dated October 4, 2023, to allow for the development of a 75-bed Supportive Living Facility.
- The lands in question are approximately 158.55 acres in area, and are separated into two portions, one north of Victoria Trail and the other to the south of Victoria Trail. The proposed Supportive Living Facility is planned to be located on the portion of River Lot 15 lying south of Victoria Trail.
- In its current iteration, Land Use Bylaw No. 1272-14 does not include a definition of "Supportive Living Facility" nor any similar land use type, nor does Bylaw No. 1272-14 contain provisions pertaining to Supportive Living Facilities and does not currently allow for Supportive Living Facilities to be located in any of the existing land use Districts as neither a Permitted Use nor as a Discretionary Use.
- Propose Bylaw No.1453-23 proposes to address these shortcomings in Bylaw No. 1272-14 by providing for a definition of Supportive Living Facility, by also providing

provisions that ensure that issues relating to Supportive Living Facilities are addressed in ways that ensure public safety, environmental protection and minimize impacts on adjacent landowners, and to ensure that these types of facilities are located in appropriate locations.

- The subject site is classified as “Commercial” under Section 7.2 (Future Land Use Map) of Smoky Lake County Municipal Development Plan Bylaw No. 1249-12, which is congruent with the proposed rezoning.
- The subject site is classified as “Commercial” of the Victoria District Area Structure Plan Bylaw No. 1305-17. According to Policy #46, “Commercial operations that are not home-based or agricultural-based will be encouraged to develop on lands designated as Commercial on Map 1 – Future Land Use”. This proposal is congruent with Policy #46.
- The subject site is classified as “Culture and Tourism Area” on Map 7.3 Future Land Use of Smoky Lake County Bylaw No. 1383-20: Smoky Lake County & Lamont County Intermunicipal Development Plan, and is located within the “Referral Area” as shown on Map 7.2 Plan Area and Referral Area Boundaries. According to Policy 4.2.2 of Bylaw No. 1383-20, “Lands within the Culture and Tourism Area may be developed for a range of rural agricultural, residential, commercial, institutional, and recreational uses.” This proposal is congruent with Policy #4.2.2.

#### NOTICE:

- Public Notice has been advertised for two weeks consecutively in newsprint in the Redwater Review on November 29, 2023, and December 6, 2023.
- Public Notice has also been posted on the Smoky Lake County website since November 27, 2023, and on the County’s Facebook page on November 27, 2023.
- Adjacent landowners were notified of the proposed Bylaw and Public Hearing by Notice, sent on November 24, 2023.
- Lamont County was notified of the proposed Bylaw and Public Hearing by Notice on November 24, 2023.

### 3.0 Public Presentations Via Written Submissions

There were 5 written submissions received in advance of the December 14, 2023, Public Hearing, as follows:

Submission #1, read into the record:

Good morning,

My name is Irene van der Kloet, and I live on Range Road 180.

I am opposed to bylaw 1453-23 for the following reasons:

1. I am an avid endurance rider (horseback riding). I ride distances from 25 miles and up competitively. It is essential to me to have trails or roads where I can safely ride with my horse. When I say “safely,” I primarily aim at traffic safety: quiet roads and/or roads with wide ditches and access to fields or approaches. Traffic safety is essential to me. As a 13-year-old, I was in a traffic accident while on horseback. I came away with minor visible injuries, but I lost my horse in that accident, and the trauma from that accident is still with me today. The Victoria Trail and RR 174A route is one of my favourite training routes. It is 19 kilometres, the perfect training distance, and quiet and safe. I have a serious concern that traffic will substantially increase if this supportive living facility is built in that location. There will be traffic from patients, staff and visitors, coming and going. I will lose that endurance training route because of it.

2. The second reason for my opposition is, that building a supportive living facility in the proposed location could open the door to the construction of other facilities, or a major expansion. Thereby, the region would lose its agricultural and rustic character. In the slipstream, I am very concerned that the value of my property will tank because of the presence of this facility nearby.

3. The third reason for my opposition is that the proposed project would be within the Victoria District National Historic Site of Canada, as can be found in a flyer available at the County office. How can the County justify to support tourism, support heritage areas in the county and then build a supportive living facility in that same area? That makes no sense to me.

A report from Expedition Management Consulting, also available at the County office, mentioned the following about the stretch of the North Saskatchewan River from Edmonton to Pakan: “Multiple well-established historic and cultural attractions and landscapes, including Fort Heritage Precinct, Victoria District National Historic Site, Victoria Trail and Metis Crossing.” Again, it makes no sense to me that the County plans to build a supportive living facility in a Heritage area.



Submission #2, read into the record:

Hi Jordan,

I want to be able to attend the hearing tomorrow and Brittany let me know to pass my spiel to you. Would you be able to read the following on my behalf?

*Good Day Council Members,*

*Thanks for letting me share my thoughts today on the proposed rezoning of River Lot 15 from a Commercial District to a Supportive Living Facilities District. I, like many other landowners, county residents and users of the trail, would like to express my strong opposition to this consideration.*

*I have always wanted to live on the trail. The reasons are obvious—it's a scenic, quiet place, consisting mostly of agriculture. For the last 10 years I would frequently travel the trail on my way to and from work, taking the long way home looking for "For Sale" signs any chance I could. It took 10 years of taking the long way home, but I finally found the "For Sale" sign that I was looking for, just barely visible buried in a snow drift last year. The 10-year wait was over. I had finally found the place where my wife and I could raise our young family.*

*Now, it is somewhat heartbreaking to think that a project like this would be built in the Victoria District. When you have a gem like the trail within your county, only minimal and necessary intervention should be the driving force when considering change. A 75-bed rehabilitation facility would be bizarre and alien-like against the backdrop of the sleepy trail. Same will look at this project and think of the monetary value it may bring—to the county, to the owners and to the staff who may work there one day. To me, the real value is in the largely undisturbed agricultural land running along, and surrounding the trail being shaped largely only by time. It's priceless. This area should not be exploited by projects that do nothing to enhance or preserve its natural beauty and approving this project would undoubtedly open the door and make it easier for other conflicting projects to follow.*

*In closing, I ask that the council members say no to the proposed change and continue preserving the future vision of the Victoria District. A vision that respects the natural landscapes and historical assets of the area. A vision consistent with that of local stakeholders, landowners, county residents and users of the trail.*

Regards,

Clayton Turko

Submission #3, read into the record:

Good day,

Thanks for the time. I would like to express my concern regarding the proposed changes to the Victoria district.

I understand that the land will be changed from C2 to DC2. I believe this should be left as is, and not changed from the historical surroundings it is currently designated as is. I work on many of these historical buildings in the area and think that we should keep these lands as historical, and embrace the heritage in these boundaries. I'm strongly opposed to rezoning this area, and think that it is best to be left as is, and not rezoned.

Sincerely  
Aaron van der Vaart

Submission #4, read into the record:

Hello,

I am writing in regards to Proposed Bylaw 1453-23.

Unfortunately, I can not attend the meeting, but I would appreciate my questions were read and answered if possible.

With the addition of a Supportive Living Facility south of Smoky Lake, many questions come to mind.

Who proposed this idea?

How will this facility DIRECTLY and POSITIVELY affect the current citizens of Smoky Lake and Smoky Lake County?

What is the maximum capacity for the facility?

Will the residents of this facility be using the Smoky Lake hospital, emergency room, clinic, doctors and nurses?

If the residents of this facility are using the healthcare system in Smoky Lake, what is the plan to increase doctors, nurses, and facility size so that residents of Smoky Lake and Smoky Lake County do not have their access to these services negatively affected? A Supportive Living Facility would strain these services.

How will this facility positively affect the property owners in this historic area?

How will this facility affect local tourism and the image of Smoky Lake and Smoky Lake County?

Thank you for your time and I look forward to specific answers.

Byron Johnson

Submission #5, read into the record:

As residents and landowners in Smoky Lake County, we wish to express our views regarding the amendments being proposed to your Bylaw No. 1453-23 to include a "Supportive Living Facility".

1. That 'Section 1.7 INTERPRETATION/DEFINITIONS' of Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be amended:

**We Strongly OPPOSE.**

2. That 'SECTION 7 – SPECIAL PROVISIONS' of Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be further amended:

**We Strongly OPPOSE.**

3. That 'SECTION 8 LAND USE DISTRICTS' of Smoky Lake County Bylaw No. 1272-14: Land Use Bylaw, be further amended:

We Strongly OPPOSE.

We feel these amendments will open the door to increased crime in our rural area that is already a huge and out of control problem. Given that the courts have introduced measures where there are no consequences or opposition to crimes such as break ins, thefts, and blatant disregard for our residents' safety.

A "Supportive Living Facility" will draw more unwanted, troubled, and potentially violent individuals to the neighborhood. This is not wanted. The rural RCMP cannot police the local areas already and we do not need any more problems added due to a combination of a lack in police resources and the current stances that the Federal Government has imposed upon the court system.

We chose to move to Smoky Lake and invest our life savings to live in a peaceful place without the concerns of these sorts of facilities such as the bigger cities are now having to deal with.

Our concerns are not unfounded as crime rates have been proven to increase dramatically where "rehabilitation" and "safe injection sites" have been placed.

Facilities such as this change of bylaw will encourage to move in do NOT belong in a rural environment, where police presence is sparse and attendance times are ridiculously long due to the amount of area the few police members must cover. Not only does this stretch police resources but puts a strain on our already heavily burdened healthcare services. Smoky Lake residents should not pay the price with their lives or health for this decision.

In conclusion, the proposed amendments do absolutely NOTHING to enhance or improve our community, hence our strong opposition to them.

We Strongly OPPOSE these changes.

Sincerely,

Robyn Hallet

#### 4.0 Public Presentations at the Public Hearing from the Proponent:

Metis Nation of Alberta's representatives: Aaron Barner, Senior Executive Officer and Reagan Bartel, Director of Health, spoke in favour, including but not limited to the following points:

- The Metis Nation of Alberta is the largest indigenous government in Canada, we have 65,000 citizens, we have in excess of 400 staff on our annual budgets and in excess of \$250 million, we are the largest indigenous housing provider in Canada, over a thousand houses. Right now, we are building e.g., 127 unit building in Edmonton. We have our own lending institution.
- Partnerships are something that we take very seriously within our nation, kinship and community ties are central to our way being our values, they are head and heart for us, so everything we do centers that in the work that we do.
- We do not take on projects that we do not believe in, that we do not believe really add value to our communities or our health and well-being. We have many successes; the province is adopting our Alberta Metis cancer strategy, which is work that looks to support folks on a cancer journey and I highlight this because it is evidence that we know how to look at a complex problem, break it down into really great pieces and work with our partners to build and create wonderful programs and infrastructure that will support not just us as a community, but our neighbors, province, and nation as a whole.
- We do have a very strong grounding in mental health and substance abuse within our nation and we sit on many provincial and national committees and decision-making bodies to support doing things in a good way. It's a story of hope. We all know people who have family and friends who have been impacted by the choices that they have made to cope with things that are often out of their control.
- We know that as a community, if we can lift people up, that we see folks recover, we see folks coming back home to our communities contributing in incredible ways and living incredible, wonderful lives, we know that folks who struggle with substance abuse are worth it; they are our family, they are our friends and they are our community.

- We are looking to build a continuum of care. And so, what does that mean? That means recovery communities from a holistic, long-term place where folks can stay with us.
- To be very clear the space that we are hoping to build, healing waters, is the middle of our recovery journey, so when we hear, 'detox', that is not happening at this facility. We are past detox. We have already welcomed folks into our new beginnings' treatment. So, they have already had a chance to understand some of the routines and things that come with being a part of a recovery community; and that is when they would transition to the recovery center at Healing Waters.
- Recovery is the focus, there are no in-and-out folks coming, they are committing to staying up to a year within this facility, which is very secure, monitored and staffed appropriately, and before we remove them to their own communities, again, discharge planning starts on admission, and we are welcoming folks back into our own post treatment transitional housing back in the city. So, the goal of this continuum is not to inject recovery folks into the community. It is to ensure that they have the skills and the treatment that they need to go out and do beautiful things in the world.
- After they are done their detox, they will come into pre-treatment housing, they will form cohorts, they will form connections, they will get their meds done, they will be forming connections with Counseling, they will move as a cohort into the recovery.
- We are not doing a 'safe injection' site in Smoky Lake County. We are talking about people that are well into their journey of recovery, that have already detoxed, they have done pre-recovery and now they are in recovery. They will work with us prior to coming to the community.
- We do have services such as opioid treatments, which are medications that may replace the substance that they use to prevent acute medical issues. We have Counseling, we have employment support, we are going to wrap these folks in essentially a community-based hug to ensure that they have what they need to be successful, clients will live on site.
- It is a locked facility much like the 11 planned and 2 currently operating in our province already.
- The approach to substance uses and mental health really did focus on acute interventions and that is where you do see some of the challenges because we know that if we take folks in, we give them everything they need to thrive, and then we put them back into spaces where they have none of those things, it can be very traumatizing for those folks. So, we are transitioning towards that recovery model that will improve outcomes for everybody. It is a coordinated network of personalized community-based services, and that is where the difference lies, we know as the power of community.
- What we can do, Smoky Lake has seen that you are a strong community. Your pumpkin fest is known far and wide, and those are things that you do together, and we want to do the same to ensure that folks are accessing that holistic long-term management where folks can just come and thrive. Healing waters, again, just to emphasize it is a secure, Metis led with a holistic approach to healing combining both traditional Metis and western health care.
- It is a 35-million-dollar investment into Smoky Lake County with construction set to start in spring of 2024. We have talked about it being on River Lot 15. We are not looking to create an institution; we are looking to continue with our incredible work.
- So, we are talking about a 35-million-dollar investment, with 90 to 120 jobs, 40 to 60 jobs in construction, and 50 to 60 full-time jobs.

#### 4.0 Public Presentations at the Public Hearing from those Opposed:

The following Members of the Public and/or Organization Representatives virtually and/or physically present, spoke **in opposition** of proposed **Bylaw No. 1453-23**:

At 11:15 a.m., Victoria Home Guard Society Representative: Don Klym, read from his handout, as follows:

My name is Don Klym and I'm representing the Victoria Home Guard Historical Society. To begin with:

1. The Victoria Home Guard recognizes today's societal need for support of individuals requiring assistance in accommodation and living services. However, we are opposed to the proposed location for a facility to provide such services.
2. The Victoria Home Guard objects to the lack of transparency and information, and the compressed time-frame for public involvement in the decision process for this proposed bylaw.

##### *Home Guard Role and Position*

The Victoria Home Guard Historical Society was incorporated in 1997 with a mission to "seek out, and to preserve and promote the history of the Victoria District for the benefit of present and future generations". Home Guard membership, numbering at about 100, consists of people currently residing in Victoria District; people who have resided in Victoria District; interested individuals residing in Smoky Lake County; and other individuals with an interest in Victoria District. Over the last 25 years, the Home Guard has accomplished a suite of initiatives in keeping with our mission and has been an active participant in development of the Victoria District. The signature achievement of the Home Guard is the designation of the district as The Victoria District National Historic Site of Canada which was one of its original objectives in 1997.

The following is an elaboration of our reasons for our opposition as well as concerns with the Smoky Lake County process leading up to today's hearing.

##### *Public Notification and Consultation*

The Home Guard learned about the proposal indirectly. No notification was received officially. Over the past 2 decades we have built a cooperative relationship with the County being apprised of any developments in Victoria District. This did not happen. Public notification of the hearing may have met the administrative requirements; however, the period of time to prepare for this hearing is unreasonable.

We have experienced a shift, by the County, to more meaningful public consultation in the past few years. However, in this situation consultation has been non-existent. To learn about a development of such magnitude three weeks prior to the hearing is unreasonable.

##### *Decision Process*

The decision to proceed with a Municipally Controlled Development is paramount in land use administration. Such a decision would have required some level of a needs assessment to warrant a Supportive Living Facility in the Smoky Lake region. This needs assessment requires time and careful thought and proper consultation. We sense that the time-frame to reach this decision point was hurried.

Furthermore, our understanding of the approval process for a Municipally Controlled Development is that once a hearing is held with three readings by the county council, development permits are issued, but with no provision for appeal. This means that directly affected parties and stakeholders have only one opportunity to effect the decision.

##### *Preserving the Historic Landscape of Victoria District*

Recognition of the area along the Victoria Trail as a special historic place began years ago. The provincial government established the Victoria Settlement Historic Site in 1976. The Home Guard initiated the application for national designation in 1997. In 2001, the federal government approved the designation of the Victoria District as a National Historic Site. The completion of the designation process occurred in 2012 with the Commemorative Plaque Site celebration. National designation results in a Commemorative Integrity Statement, which is the basis for managing the historic site. In this situation, Smoky Lake County has this responsibility as identified in the designation process. The overall objective of the Integrity Statement is to preserve the historic resource values that contributed to the designation. In this case, River Lot 15 and associated history is the resource in question.

The Alberta Municipal Government Act has provisions for management of special places. The Land Use Bylaw emanates from the Municipal Development Plan. The County amended the bylaw in 2015 to provide a level of historic preservation by including a heritage overlay for Victoria District. An Area Structure Plan was completed in 2019 providing more specific development guidelines. More recently, in 2020 the County designated the Victoria Trail as a Municipal Historic Area. Previously, in 1972, the federal government designated the Trail as a National Historic Event

As interest in the Victoria District grew over the last two decades, the County began to address the possibility of economic development opportunities. This resulted in the Victoria District Economic Development Strategy with bylaw approval by both, the County and the Town of Smoky Lake in 2020. The focus of the strategy is tourism with an objective to contribute to the preservation of heritage values in Victoria District.

Last but not least, the federal and provincial governments accepted the nomination of the Alberta reach of the North Saskatchewan River as a Canadian Heritage River this summer. The National Historic Site played a key role in this nomination.

Generally, all national historic sites in Canada follow stringent development rules. Although not verified, this proposal may be a precedent and could risk designation status. There is a common theme that transcends all of the above initiatives – historic significance and need for preservation.

*Conclusion*

**The proposed Supportive Living Facility on River Lot 15 is totally and absolutely incompatible with the historic landscape of the Victoria District and not in keeping with preservation intentions. I have described over two decades of passionate work and efforts by many groups and individuals to bring to the world a very special place representing our history and heritage. This must not be unraveled now or ever.**

Respectfully submitted,

Don Klym,

President, Victoria Home Guard Historical Society

At 11:22 a.m., Don Klym, landowner, read from his handout, as follows:

My name is Don Klym and I am presenting this as an owner of part of River Lot 16 and resident of 17438 Victoria Trail in Smoky Lake County. The assumed site of the facility identified in the proposed Bylaw is just a few hundred meters east of my residence.

- Firstly, though I recognize the need for support of individuals requiring assistance for various reasons, I am opposed to the proposed location of such a support facility.
- Secondly, I object to the lack of transparency, information and compressed time-frame in the decision process for the proposed bylaw.

Recognition of the area along the Victoria Trail as a special place began years ago. I will give you a whirlwind review of all the key initiatives over the past several decades that recognize the importance of the Victoria District:

- In 1972, the Victoria Trail was designated as a National Historic Event by the federal government.
- In 1974, the Victoria Settlement Historic Site was established by provincial government.
- In 2001, the Victoria District National Historic Site of Canada was designated by the federal government.
- In 2012, the Commemorative Plaque Site was established, highlighting the Commemorative Integrity Statement to guide development.
- In 2015, the County Land Use Bylaw was revised recognizing the heritage of Victoria District.
- In 2019, the Area Structure Plan for Victoria District was completed with more specific development guidelines.
- In 2020, the Victoria Trail was designated as a Municipal Historic Area by the County.
- In 2020, the Victoria District Economic Development Strategy was completed and implementation begun.
- In 2023, the Alberta reach of North Saskatchewan River was nominated as a Canadian Heritage River.
- Over the past decade or so, the Métis Crossing development is becoming a world class destination for Métis cultural and heritage experiences.

Upon further examination of the above initiatives, you will find a common theme that transcends all of them, and that is, historic significance and need for preservation. Therefore, the proposed facility on River Lot 15 is totally and absolutely incompatible with the historic landscape of the Victoria District and not in keeping with preservation intentions.

Besides heritage and history preservation, other issues identified below require further clarification. These are related to the decision process and management of the Supportive Living Facility.

1. As a nearby landowner and resident, I would have expected a direct notification of this proposal. As well, given the magnitude of such a development, we would have expected to be consulted by the County and/or proponent. None of these occurred, limiting our time and knowledge in preparation for this hearing. In fact, the proponent and the exact location of the facility were only learned from unofficial sources.
2. My understanding of the approval process for a Municipally Controlled Development is that once a hearing is held with 3 readings with approval by the county council, development permits are issued, but with no provision for appeal. This means that directly affected parties and stakeholders have no opportunity to effect the decision and the design of the facility after this hearing.
3. The decision to proceed with a Controlled Development would have required some level of a needs assessment to warrant a Supportive Living Facility in the Smoky Lake region. Is this available from the County or the proponent? Some of the services identified in the definition already exist in the Smoky Lake area and elsewhere.
4. What is the source of the definition of the Facility in the proposed Bylaw? We have a concern regarding the wide range of types of needs for support identified in the definition. For example, addiction would require an "aftercare plan" with specialized care different from other support needs such as for aging or behavioral issues. In section 3(ii)(b)(2) of the bylaw, further uses are identified. The wide range of uses under a Municipally Controlled Development for Smoky Lake County is questionable.
5. Item 4(iii) stipulates the facility be fenced and screened. While security must be addressed, this would detract from the viewscape as specified in the Area Structure Plan and could impact tourism. No amount of screening or blending into the landscape an Institutional-like complex will mitigate this.
6. Has the proponent or the County performed some level of socio-economic impact assessment? Any economic benefits must be weighed against negative impacts, such as property land values for surrounding landowners. Other negative impacts could be on the tourism strategy mentioned above, county emergency services, police surveillance, hospital services, schools, etc.

In summary, my key concerns are **aesthetical enjoyment, land values, security, and increased traffic**. I have the privilege of living in a National Historic Site and whatever the economic benefits this facility would create cannot outweigh the value I place on my quality of life. Bottom line – going forward with this proposed bylaw to accommodate a supportive living facility in the proposed location is simply **WRONG**. Furthermore, the decision process so far, leaves much to be desired. I trust Council will make the right decision, not just for me, but for our county ratepayers and all those from afar that come here to experience our beautiful and historic Victoria District.

Respectfully submitted,

Don Klym

### At 11:32 a.m., Smoky Lake Heritage Board Society Representative, Noreen Easterbrook, read from her handout, as follows:

The Smoky Lake Heritage Board has reviewed the proposed bylaw amendment and opposes the proposal with reasons explained below.

The Smoky Lake Heritage Board is mandated to preserve, promote and protect heritage including the integrity of the historic district. To be specific, one of our stated objectives is:  
*"To protect heritage values and places especially where land development and commercial venture may put landscape heritage attributes and aesthetic values at risk."*

The board has also made a commitment to the SL County to support the Economic Development Strategy with its emphasis on heritage-driven tourism. A facility such as this would put the strategy at risk since the proposed site is in the heart of national historic district.

The definition of a Supportive Living Facility given in the proposed bylaw amendment is extremely broad with little information on the extent of development, purposes of the facility, design and operational details all of which are pertinent in protecting heritage attributes of the historic district and the tourism industry along the Victoria Trail;

Direct Control allows development to proceed without public consultation and without the constraints of planning documents, such as the Area Structure Plan (ASP), that protect heritage, built resources and natural ecosystems.

To expand on the above reasons for opposition to the proposal, there are further details to consider.

1. Location  
Heritage-driven tourism was identified in the Strategic Economic Development Plan as a feasible means of improving the local economy. With this plan in mind, the questions must be asked: Would this type of facility enhance the country residential ambience that currently exists? Would it entice new residents and new heritage-based businesses to the area; or instead, would it impede the tourism strategy?

If the province has announced a monetary incentive to build supportive living facilities in the province, some municipalities or organizations must have lobbied for this. Did municipalities in our region lobby for this type of facility? The county must be looking at all needs and setting priorities that will serve our communities. Municipal Planners must look at the entire county to determine where this type of facility could best be situated, if that is what our communities require.

The county has a **Municipal Development Plan (MDP)** and a **Land Use Bylaw (LUB)** governing development. The Heritage Overlay in these documents includes a recreation and tourism policy that states the following:

- development shall be located in areas where it does not adversely affect the natural environment;
- development may be allowed where it can be demonstrated that it will generate a low net environmental impact;
- Tourist facilities must not threaten the potential itself.

This Heritage Overlay was obviously included in the LUB in consideration of the tourism, and recreational potential of the Victoria District. The policies in the overlay would not have to be considered if the proposed amendment is passed.

According to the LUB, the proposed development site is located in Environmentally Sensitive and Heritage Overlay Areas. The LUB includes many policies to protect the environmental and historic integrity of this district such as the following:

- Development near a river may be allowed if the proponent can demonstrate to the development authority that it is compatible with the river environment, and
- The Land Use Bylaw relates to land development compatibility with the historic value of the trail within the Victoria District.

Again, this refers to the Overlay areas of the LUB that were identified in order to protect the heritage district and environment. The proposed amendment to the bylaw would eliminate protection to these protections.

There is also an **Area Structure Plan (ASP)** created specifically for the historic district and its extension along the Victoria Trail. The drafting of this document took several years and involved the County, the Victoria Home Guard and the Smoky Lake Heritage Board. There are numerous policies within the ASP that encourage development to be compatible with heritage values. Architectural design is to be considered along with other aspects of development such as the following:

- clearing vegetation from the shore to 300 m north of the Victoria Trail is to be minimized;
- the number of approaches onto the trail is to be restricted;
- recreation oriented development that allows public access to the river is to be encouraged;
- Identified viewscapes are to be subject to additional regulations to ensure integrity of the historic designated site

The proposed amendment would allow the development to proceed without regard to these guidelines. The LUB carries more weight than the ASP so it is the LUB that is proposed for amendment.

- Since this proposed development is not consistent with the Land Use Bylaw, the proposed rezoning under direct control is intended that any hindrance to the proponent's proposed development is removed. The intent of the Bylaw and associated planning documents is being completely ignored.

- ♣ **A municipality that develops and approves bylaws and plans has a responsibility to its citizens and ratepayers to uphold them.**

## 2 Broad Definition and Indeterminate Size of Facility:

This bylaw rezoning proposal contains insufficient details. The only indication of what building may be developed in this proposal is a definition of the facility. What type of building is proposed? Who, exactly, will the residents be and what number of residents is the upper limit? According to the definition, the facility could house anywhere from four elderly people to an indeterminate number of recovering addicts. A clear decision cannot be made based on this ambiguous definition.

The bylaw amendment would also allow future additional development to occur on this large riverlot extending up the profile of the valley. Concerns relating to security, traffic, parking and conflicts with Victoria District objectives must be considered. Additionally, housing for employees may not be available in town and many professionals will likely choose to live in the city thereby contributing little to our local economy.

- The municipality should be conducting a Socio-Economic Impact Assessment as one aspect in decision making and a Risk Assessment to measure the risk-benefit balance and determine how effects could potentially be mitigated.

## 3 Direct Control of Proposed Development

The amendment is obviously meant to expedite a specific proposed development. Direct control allows for design, construction, and operations to proceed without regard to the Area Structure Plan that the County, Victoria Home Guard, and Heritage Board developed specifically for this area. If this is good for the community, then community input should be taken seriously; the needs and desires of the public must factor into the design and operation of the development. If this rezoning proceeds, the ratepayers of the County should receive, in writing, assurance from the county that council will take into account the opinions of the surrounding residents and community, continue to heed the ASP, and incorporate public input into the development plans, design, construction, and monitoring.

The Municipal Government Act states two important points:

- A. A Municipal Direct Control District is under the authority of council who may regulate and control the use or development of land and or buildings in any manner they deem necessary and
- B. That no appeal is held.

While we recognize the importance of an increased tax base and possibly new residents to fill employee positions, we ask the Municipality to consider location options, and to be transparent with the public. Thank you for considering our comments as we advocate for historic, environmental, and aesthetic values to be respected.

Sincerely,

Noreen Easterbrook,  
Smoky Lake Heritage Board Chair

At 11:42 a.m., Noreen Easterbrook, homeowner, read from her handout, as follows:

**As a landowner on the adjacent riverlot 16, I oppose the construction of a large facility at this location.** The proposed site is at the forefront of the western portion of historic Victoria Trail.

#### Heritage Preservation and Promotion

Previous county councils, organizations and the provincial and federal governments have worked for over twenty five years, first to obtain national historic designation, then to preserve sites promoting its history along the trail. More recently the previous Smoky Lake County Council in consultation with the Victoria Home Guard and the Heritage Board, for which I have been chair, created an Area Structure Plan to guide development. A heritage-driven Economic Development Strategy focused on tourism in the Victoria District National Historic Site, was created and currently getting off the ground.

In addition to nearby residents appreciating the history and lifestyle, people come from other parts of the county and visitors come from other regions to enjoy the scenic beauty of the river valley. This is a popular roadway for visitors to our county with scenic views for motorists, cyclists, horseback riders, hikers, and more. Business people, historical organizations and, I thought, our municipalities have been looking forward to tourism ramping up. Currently, the north side of the riverlot is bison grazing and the south side where construction may occur is a hayfield. A dense population on a narrow riverlot would cause complicated movement of people and materials, and offer negative impacts to aesthetics.

#### Choice of Proposed Development Site

- ✓ A facility to help people heal would be beneficial to those who require that assistance in our and nearby communities.
- ✓ The facility will also provide jobs, some for our local people and some positions would bring professionals from other places; then we could potentially gain the benefit of new residents to fill employee positions.

#### What are Smoky Lake Region Community Requirements?

- Heritage-Driven Tourism was identified as a feasible strategy to increase the local economy. Infrastructure requirements and methods to address them should be sought to improve our community?
- A sizable facility in the historic district would not entice new residents including the cottage industry, which is anticipated to increase heritage-driven tourism.
- Municipal Planners should be looking at the entire county to determine where this type of facility is best situated if that is what our communities require.
- Municipal councilors should examine and prioritize the results of studies then find government funding and investors to meet the needs of the community.
- If county planners and council prioritize needs, would this type of facility increase or decrease the chances of our region to receive funding for our other requirements such as fire and emergency response equipment, funding, medical equipment and staff, recreation facilities, or other infrastructure for our community.
- ✓ A risk-benefit analysis could be conducted.
  - This should be based on safeguarding community desires and needs and also may consider the safety of mental health and addictions residents living beside precarious landscapes.
  - For a facility to meet the needs of mental health or addictions residents, look to model facilities recently designed where progress has been made by being receptive to the residents' beneficial wishes. It may show that these residents want more privacy than being beside a road where many of the public linger.
- ✓ The municipality should be conducting a Socio-Economic Impact Assessment.
  - This impact assessment will show an aspect for decision making and determining how impacts may potentially be mitigated.
  - Over the past few years, there has been a very low vacancy rate in the Town of Smoky Lake. Until many houses and rental units are built locally, most employees would need to commute from other municipalities. Residents who have recovered and moved out may have to leave this region which is currently lacking accommodation.
- ✓ Site Studies must be conducted.
  - A very large storage tank will be needed for sewage.
  - Large parking lots are needed for staff and residents. Depending on the size of living quarters (ie 75 residents), space for possibly 100 vehicles may be required.
- ✓ One type of study needed for this site on top of the river escarpment is a Geotechnical study to determine how far back from the escarpment the building should be placed or if the landform can hold the building.
- The plot of land surveyed for this facility has physical constraints. It lies on a relatively narrow piece of land between Victoria Trail and the river escarpment. While they may design it to fit, setback from the trail would have to be minimal and it needs to be far enough away from the edge of the escarpment to avoid land from sloughing and eroding.
- There is no aquifer with sufficient water on the south side of the road. A different location containing a groundwater resource would be more practical.

In conclusion, this location does not seem to be appropriate for the proposed facility. There should be a balanced approach to economic development with social values, this development negatively impacts our heritage values and how it will impact the local economy is questionable. We hope that the decision benefits the Smoky Lake region as well as the proponent. Thank you for your attention to these considerations and I hope that the proponent can find another location within our county.

Noreen Easterbrook

At 11:50 a.m., Irene van der Kloet, reiterated her written submission, read into the record as Written Submission #1. (*see previous section of these minutes*)



At 11:55 a.m., Craig Lukinuk, landowner, read from his handout, as follows:

Many years ago Smoky lake County Council had a Vision and that vision was to create what we know today as the Victoria District. In 2001 with the strong lobbying by the Victoria Home Guard Society is when by **Ministerial Order of the Minister of Canadian Heritage under the Canada Historic Sites and Monuments Act that the Victoria District National Historic Site of Canada was designated**. The Victoria District has been a focal point of the Smoky Lake Region for many of years.

Council always had a partnership with the Victoria Home Guard Society and the Heritage Board, together with the Home Guards strong lobbying, the Vision of the Heritage Board, all their hard work we have created a Great Tourism Attraction In the Smoky Lake Region in the Victoria District. These beautiful banks of the North Saskatchewan River showcase everything we have to offer like the Warspite Ferry Crossings, the Police Monument, Lob stick Settlement with what we know as the House in the Middle of the Road to the Red River Cart and everything in between. With all this History in the Victoria District Council and the Region (RCDC) created the Victoria District Economic Development Strategy this strategy was a plan to preserve and have some control of what happens in the Victoria District. This plan also was a tool to help promote the Victoria District and really make a bigger impact on tourism in our Region. Moving forward is when a strong bond with the Metis Nation of Alberta was formed (MNA) they too also had a vision that they have been working on for many of years and that was to create a place for their people to tell their stories about their rich heritage and culture along the bank of the North Saskatchewan River bringing Local and International Tourism to our Region to hear their story was a great idea. Working real close together with MNA they now have a Beautiful place called Métis Crossing This vision of theirs really coincided with the Vision of Council, Victoria Home Guard Society and the Heritage Board we also wanted to tell our story about the Victoria Settlement, Lob Stick Settlement there is so much history along the picturesque banks of the North Saskatchewan River in the Victoria District knows as the **Victoria District National Historic Site of Canada**. Now Smoky Lake County and Region has many stories that can be told and landmarks to be seen.

I want to say that I am not opposed to a **Treatment Facility** of this nature that will help individuals that need it. **There defiantly is a need**, but I am sure that there are more appropriate places in our County for a **Treatment Facility** to be built. I have talked recently to a few people who have used these types of facilities and about this project which is an MNA proposed initiative that the our provincial government wants to support they all seem to echo the same thought that there is definitely a need but also the placement is wrong. When recovering from an addiction people should have total anonymity so they can heal and should not be the center of attraction. **A structure of this Nature and a Building of this size, with the potential impact for our Region, Should Never Have Been Fast Tracked this way regardless If our Provincial Government supports it and wants to partner with Metes Nation of Alberta.**

There is a proper way of doing this and that is to engage **YOUR Ratepayers with Public hearings and Open Houses** so we can give you our input. By making this amendment to By-Law 1272-14 and inserting By-Law 1453-23 to include a supportive Living Facility by rezoning all of River lot 15 Victoria Settlement from Victoria Commercial (C2) District to Direct Control (DC2) will remove all public consultation and engagement with your Ratepayers. Is this the plan for the future that we all are not aware of. Also this would give this Council and future Council total control by adding By-Law 1453-23 Look at all the permitted uses which would be used in the future to build on Riverlot 15 **1. Family Care Facility 2. Group Care Facility 3. And Any other Buildings and Uses Accessory to be Permitted uses to be build in the Victoria District**. Look close at your proposed Amended by-law under Regulations Especially 4a. Sub iv it reads However Council Shall **Not Be Bound by any of these matters which will include 1-3** which I will leave you to read and review.

What about the light pollution this will create taking away the NIGHT SKYS which in part will directly affect Métis Crossing. I do believe the Ice Huts were to showcase the Northern Lights for People staying there to enjoy not to see a glow of Bright lights from this Fenced in Facility.

If Council is thinking about this Development as an Economic Boost for our Region to gain Tax Revenue then that is a good thing and could work In any Division In our County.

*Having spoken my thoughts*

*I Craig Lukinuk, Owner of River lot 14 Adjacent to River Lot 15 am not opposed to a Supportive Living Facility I am however strongly opposed to the Location.*

*Council really needs to take into consideration the Decades of hard work put into the Victoria District all done by Volunteers who live here in Smoky Lake County for two Major Reasons which Is In the RFD Request for Decision under Disadvantages the first one I feel is very very important.*

*1. Potential Impact to the Historic Character of the Surrounding Area.*

*2. The potential Impacts on Adjacent Property Owners which does not only include me.*

*For transparency purpose when making your decision I ask council to call for a recorded vote*

\*\*\*\*\*

**RECESS**

The Public Hearing recessed for lunch, time 12:02 p.m.

**RECONVENE**

The Public Hearing reconvened on a call to order by Reeve Jered Serben at 1:00 p.m. in the physical presence of all Council members, Interim Chief Administrative Officer, Finance Manager, Executive Services Clerk, Public Works Manager, Community Peace Officer, and **53 Members of the Public** in Council Chambers, with the Planning and Development Manager, Planning Technician, GIS Operator, Fire Chief, Natural Gas Manager, Communications Officer, Municipal Clerk, Fire Services Clerk, Deputy Fire Chief, Loss Prevention Coordinator, Agricultural Fieldman, Assistant Agricultural Fieldman, Environment & Parks Manager, and **27 Members of the Public** in attendance online, virtually.

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**4.0 Public Presentations at the Public Hearing from those Opposed:**

The following Members of the Public virtually and/or physically present, spoke **in opposition** of proposed **Bylaw No. 1453-23**:

At 1:01 p.m., Rick Smith, landowner, spoke in opposition, with his opinion including but not limited to the following points:

- I live on Victoria Trail; I would like to open by saying I am here to object to the support living facility proposal to be built on River Lot 15, on the historical Victoria Trail and amongst residents and residential living families.
- The main reason for this development is the tax revenue money and it has no benefit to tourism and the historical value of Victoria Trail that has already been put in place.
- I am supportive of a facility like this, but not located on Victoria Trail, where tourism is the number one priority, a facility like this would be better serviced by people in a community where it would be doing the most, good.
- Speaking with people, it seems that one of the main concerns is the problem of the people that will be coming to the facility and possibly bringing problems to our backyards.
- Another large concern stated in the proposal is stated under disadvantages, it states the potential impact on adjacent property owners and the historical characteristic of surrounding area.
- There is nothing in the proposal that says how far the surrounding area will encompass and how much of an impact it will have on property value. I do not know exactly how it works, but if you decrease property value, do you not also decrease taxes?
- With a facility of this nature, one would assume there would be a need for

extra policing in place. Who would be responsible for ensuring the extra policing? I am also wondering how the wastewater will be dealt with. I would like to conclude saying that I feel stressed out and a bit blindsided by the passing of the first reading and the lack of transparency of Council's decision, I've spoken with other people who feel the same way as I do, I feel there is a need for more discussion.

At 1:05 p.m., Chirs Wolanski, County Resident, spoke in opposition, with his opinion including but not limited to the following points:

- A CBC article published May 11, 2023, stated Alberta's debt at \$79.7 billion, I believe in responsible governing and common sense. I struggle to understand how a government can roll out a program like this. It is my understanding that the full capital investment will come from them with Metis Crossing limited responsible for the operational expenses, the funds for which will then come from the provincial government and federal government dollars to then cover those operating expenses. I understand that.
- With the world we live in now, just us outright saying no to this could get spun terribly because we do not care about addicts or something like that.
- And that is why it is good. We are not on a big stage or anything like that. This is a little reserved and all that kind of stuff. I wanted to mention there is divisiveness. Taking this money only compounds this problem. The perception that they get stuff and others do not, I strongly believe in the Metis ability to combat this problem addiction and recovery, but being funded by taxpayers is not a responsible decision position for all people. This is an important problem, undoubtedly. However, can we see behind this veil of money growing on trees and allowing the government to offer us imaginary fruit. I do not think we are. I do not understand it and I do not think others do, maybe.
- Others understand it a bit more, but I just wanted to bring it out. Our provincial government's not in a place to give out money as far as I am concerned. And I think that asking for this program and taking these dollars into our community, allowing these dollars to be given to us is not good and it does not sit well with me because I do not think we are ever digging ourselves out of this debt. And just taking money in with no plans of paying it back and this is a government program that exists, so maybe we will take the money; but that is all, speakers, and people.

At 1:09 p.m., Christopher Greening, County Resident, spoke in opposition, with his opinion including but not limited to the following points:

- Who wants to build a house beside that? I do not have all the facts about rehabilitation facilities. I can guarantee one fact is that I do not want to live by one. It gives me feelings of insecurity. The area is a dark sky preserve. I would hate to meet somebody who's just going out for a walk in the dark. It is different when it is your neighbors, you know, your community members, you know, their schedules, you know, where they like to walk, you know, their names. You can call them out and say, 'hey, how is it going this evening?'. The people that are going to stay at this rehabilitation facility are temporary. They will come and go, some will be good, but some will be bad. It is not a positive thing to live close by.
- One scenario could be if someone failed to go through treatment and runs away, could steal the closest car, will it happen? Probably not, but it could. The people who live nearby will have to deal with all the worry and insecurity. In the opinion of my real estate agent, the rezoning of Lot 15 to allow the construction of the rehabilitation facility will cause a drop in the surrounding property values.
- The re-zoning to allow the construction of the rehabilitation facility on River Lot 15 will negatively impact Smoky Lake County tourism, in my opinion. It will be impacted by taking away the beauty of the landscape. The well-being of the residents in the community will be compromised further future development of the residential.
- The historical atmosphere that has been maintained for years will lose its importance. Thank you for your time, Council.

At 1:14 p.m., Emilee Feniak, County Resident, spoke in opposition from the side of the room, without a microphone and was inaudible.

At 1:20 p.m., Graham Diezel, County Resident, spoke in opposition with his opinion including but not limited to the following points:

- I love Metis Crossing, I think it is a fabulous facility; my daughter got married

there a year and a half ago.

- I totally appreciate the need for a facility like the one proposed and strongly disagree with the location. Most of the voters I have spoken to agree that this project seems to have been fast tracked through the system. Unacceptable. That is basically it. I could agree with most of the points that the other people have made. But then I would be talking for 70 minutes. Thank you.

At 1:22 p.m., Brittnay Turko, County Resident, spoke in opposition reiterating her late written submission received by email:

My name is Brittnay Turko and I am a resident at [REDACTED] Victoria trail smoky lake County.

I am opposed to the proposal.

Good morning

Thank you council members for allowing me to voice my concerns and thoughts towards the proposed rezone for River Lot 15, Victoria Settlement.

My family and I own a farm just west of the land that is being spoken about today. We moved here in April 2022 after a very quick purchase, as we immediately knew that this location was our forever.

In 2020 we had actually completed our first draft of floor plans to build. That following week I was diagnosed with cancer and all was plans were paused. A diagnosis like this obviously put many things into perspective, and shifted my priorities. It was a blessing in disguise when it came to finding the home we have now. I no longer wanted some big million dollar house, I fell in love with the trail and the location, not the house itself.

This home has now healed me more than anyone will ever know. To own property along the historical victoria trail is sought after by many. For us home owners along the trail, we can't fully put into words what our properties mean to us. This scenic, private, and comforting trail is something we will never take for granted. I have fallen in love with everything it is and all that the Victoria home guard Historic Society protects and preserves here.

These committees and groups are formed by volunteers who love our area and county. They are not backed by money, and financial gain is not why we are here to voice our opposition. We are driven by love and passion. Please, council members, keep this in mind when making your decision.

It is said that this is a post detox facility being built, but there are 160 acres to potentially develop. I don't believe there is anything restricting future growth, or a guarantee that it won't change or grow to include other steps throughout treatment in the future.

I know these facilities are needed everywhere, I myself have had loved ones who have needed and used such facilities.

But, I do not feel that this location that is recognized federally as historical should be changed in this way. A facility for drugs and/or alcohol abuse at this location does not coincide with what so many have worked to preserve and protect for years.

Please don't change what we all love, respect and want to protect about this trail we call home.

Thank you.

#### 4.0 Public Presentations at the Public Hearing from those In Support:

The following Members of the Public virtually or physically present spoke **In Support** of proposed **Bylaw No. 1453-23**:

At 1:26 p.m., Michelle Wright, County Resident, spoke in favour, with her opinion including but not limited to the following points:

- With the Metis Nation of Alberta proven partnerships, they are bringing networks of partnerships to the table.
- We have housing issues, we have labor issues, we have transportation issues, we have infrastructure issues, we have sustainability issues, and we have community building and maintenance issues. These can all be addressed as we work together if we give the Council the chance to take the direct control and continue to manage this process forward, I do believe in the facility, and I also trust that the County Council is the right entity to be looking after our interests with this location.
- We aspire to transform people who come here, whether they are visitors or whether they are residents, and in this case, the people who will be at this

facility, this health care facility, are those that are also here to be transformed, so whether we are transforming them through direct tourism, the visitor who comes down the boat in the river or whether they are a visitor who is being transformed purposely and by choice in a facility such as this nature. We built this district, and we invested in this district with the intention to share the district.

- I again reiterate, I am trusting the councillors that I want you to continue to be a partner with the Metis Nation of Alberta in this proposal and that I would expect that you would still engage with the community about the proponent's proposal and that this is not the end of the conversation.
- Despite whether you are allowed to, or are not allowed to, in working with the council over the last 4 and a half years in my economic development role, I found them to be very open to listening to what people's concerns were.
- While you may have a bigger hammer, you also have the bigger picture, you understand the tourism strategy that we have lived and breathed for the past few years. My expertise in this area and building this strategy was that it was to be built on transformative experiences.
- We care about people in our community, we care about people outside of our community, and we want healing for all. This is a different type of visitor, but they are still visitors in our community. The bottom line is again, we could have a beautiful facility. It could be beautiful when viewed from the riverbanks, it could be well managed, and it could be a whole bunch of the other things that you have heard. But if we do not give direct control at this point, I do not believe we will have the opportunity to actually work through this with our partners and get it right. Thank you.

At 1:31 p.m., Hank Holowaychuk, Town of Smoky Lake Resident, spoke in favour with his opinion including but not limited to the following points:

- It is a couple acres on the banks of the Saskatchewan River that will not negatively impact any community, whether it is the dust, the traffic, there is a half a mile from there, 855 to that location.
- Everybody that's opposed here, they all traveled to Fort Saskatchewan, they all travel to the cities, they go to the malls that have had shootings. That is a problem throughout society, but this will be a place of hope and healing. So, remember that. Fort Saskatchewan has correctional institute right there and nobody in this room has any problem going there. All I am saying you jump on a plane, you go to Mexico, you go wherever, folks, the reality is, we know where the people are going to be in good hands with professional, capable people that have their well-being at heart. We do not know who comes up and down our highways, so please, please Council, give this its due consideration in time and continue to engage in the dialogue that these people are prepared to offer to work towards a viable solution.
- Having said that, I am going to say this, the McDonald Hotel, how many people have stayed in McDonald Hotel, Google it, and just take a quick look around the 3-block area around the historic 110 years old hotel. It's a historic district that coincides with all the other stuff that they have in the community, they are all just a couple blocks away. Guys, this is all doable. And it will serve us well into the future. If we fail on this, then folks on your way home, take a drive through Willingdon, take a drive through a Warspite, take a drive through other communities, because folks just have a good look at the world around you and what the implications are if we pass this opportunity by. \$35,000,000. 45 jobs, 75 people.
- Every couple of months people will transition to there and they will not be on the streets, and they will not be involved in negative stuff. They will be looking after their families, saving us millions and millions of dollars.
- So, I think. I probably covered what I want to say. I want to urge the Council to separate the chaff from the wheat. A lot of stuff was presented today; with not one factual evidence to support devalued land properties, nothing was presented to this board at all. At this time, it's speculation. Throw the speculation out the window or where it belongs. Throw the emotion out of the picture, deal with the facts. This is a positive development for this region.
- Folks, I can just say these people in our gallery. What wonderful additions to our community. Leon, you live there now. All these other guys, Elmer, you come to town every day. These people support our community. They live and work amongst us. And tonight, I am going to the Metis Crossing because they have a world class event there with Telus World of Science bringing people from all over the place. Let's not drop the ball, folks. Do what's right for Smoky Lake County, thank you.

At 1:42 p.m., Jaunita Marois, Chief Executive Officer of Metis Crossing, spoke in favour with her opinion including but not limited to the following points:

- Our role is to share and celebrate our culture with all of these people from around the world, the past, the present and the future.
- As all of you have acknowledged, this region with its river, its history, and the land, is a place of connection and healing. Many of you have been healed here yourselves. We all agree that this location is important. We draw visitors from around the world to benefit from the healing powers.
- This location has healing waters, though separate from Metis Crossing it is an initiative of the Metis Nation and extends that purpose, though to a different audience, these people are not coming from around the world to spend thousands of dollars at Metis Crossing, they are coming to this place, and they too will heal from the lands and the programs of Metis Crossing.
- Now I am also a mother, an auntie, I have 4 beautiful children, 30-some beautiful nieces, and nephews. I am a neighbor, I am a friend, I am a landowner, just like all of you are, and I cannot say that I do not have concerns because I do, but you have to know that I would not if one of my children ever had an addictions issue, there is nowhere in the world that I would rather send them than to the banks to the North Saskatchewan River where we are building this facility today.
- Mental health and addictions, issues touch all of us. It is not a problem that they have out there; it is a problem that has touched all of our lives and there is nowhere better to build this facility than where we are talking about right now. This facility will help rebuild our citizens and our friends to become people who can again contribute to our communities.
- It really does take a village to raise a child. Smoky Lake Victoria District is your community, and it is our community. The Metis Nation of Alberta could have picked anywhere in Alberta to build this, but they did not; they chose this location, and they chose it because of the healing powers, they chose it because of the existing partnerships that we have within Smoky Lake County with the Victoria Home Guard, with the Heritage Society.
- This is not something that we could build anywhere, it is a place that we have to build with a community that trusts us, that we have a relationship with and that we want to grow forward with.
- Progress is not measured in necessarily what you do. But by how you do it, the Metis Crossing and the Metis Nation of Alberta and Smoky Lake County have proven time and time again that we build with integrity, pride, respect and inclusion. Metis Crossing is committed to support this facility. And we will do that in the best way for the Metis Nation, for our citizens, for Smoky Lake County, for the residents, and for all of the people that will come and heal there. Thank you.

At 1:50 p.m., Dee Cherwoniak, County Resident and retired Victim Services Agent, signed in a “neutral” but spoke in favour, with her opinion including but not limited to the following points:

- I listened to some comments made today about individuals going to be staying in this facility. They are not bad people. And I can guarantee you that each, and every one of you in this room and outside this room have family members, friends or know people within our region that need this service.
- Is the location ever going to be right? No, that was earlier today. But each, and every one of you has your own way of healing. I can tell you that a lot of people here heal with nature. Victoria Trail, you have all said it, it is beautiful. A lot ride their horses down road, we drive, we walk... because it's healing in some way.
- I really, strongly believe that this facility is something our region needs. We have professionals, that are educated, that will provide a means of rehab or recovery.
- Comments made were that it is going to have an effect on our health system. No, our health system now has been impacted without this service. Through the year, Smoky Lake area has lost a lot of services for the people within our communities, and we are having people coming outside of our communities to our emergency department that need services, and this facility is going to provide those services that is where the referrals can be made.
- And I strongly believe that we do need this, and I really ask that Council, if you are making your decision, please make it in a positive way for our communities.
- It will provide employment which should increase our economic status within our community. That is a positive.
- It is going to have a health care clinic with medical professionals to look after these people, and these people are not bad, they are not.
- My husband and I talked about it. Too bad that the Metis Nation of Alberta

did not approach us because we would have been happy about having a facility on our property because it's serving our community. And that is what this is about; it is building our community. That is all I have to say. Thank you.

At 1:57 p.m., Dr. Elmer Ghostkeeper, Elder, Buffalo Lake Metis Settlement, spoke with reflection, including but not limited to the following points:

- 60 % are going to say: 'well, I need more information, I am uncertain'. Then 20 % are going to say: 'no way, there is nothing you can say to convince me to support this project'. That is the way with every family, every community, every elected body making decisions.
- I am not here to convince anybody. It is you that has to make up your mind; and hopefully, base it on facts - factual information, not assumptions, not on the spur of the moment.
- I am sure you have had the time (maybe you had the time), to make a logical decision, based on facts. And from what I heard, the short time we have been here, the people that have spoken. A lot have spoken on factual, information, rather than assumptions.
- We all seek treatment at some point, whether it is for the flu, for COVID, others for alcoholism or drugs, drug abuse, etc., and a facility like this from my experience, gives a healing experience.
- You know, this river we call the North Saskatchewan River. I am a fluent Cree speaker and am Michif speaker. The definition means fast flowing water and when you sit by the banks of the river, and you listen closely, it makes the sound: 'Saskatchewan Saskatchewan, Saskatchewan'. That is a healing sound. And from my Worldview, our bodies are 70 % water, our brains, are about 85 % water, so water is so important, to everybody, it is a healer. Without water, in 4 days, you will probably pass. And these people that need this treatment, sometimes it is their fault, sometimes it is not.
- You know, I was heard on the news today. There is a new chemical that is added to fentanyl that cannot be treated. I think the latest count in Alberta 6 people are dying a day because of these drugs; you know, it is not the addict's fault, it is a supplier. And Canada is trying to make a deal with China to stop fentanyl coming into North America and especially Canada, you know? Right now, there is a tremendous increase in mental illness amongst everybody, because of COVID, and because of inflation, the cost of living is just unbearable for many, many people.
- In summary, you go home and have a drink after a long, stressful day. You are trying to get away from your problem. But these people need educated people, mental health Councilors to talk to them. And sometimes, you know, different types of people believe in spirituality or religion to come and talk to them.
- You know the decision is in your hands as elected leaders. Though I do not have much more to say about that. I am sure you've got the knowledge and the wisdom to make the right decision. Just think about the people. You know, those that really cannot talk for themselves or help themselves. You know? So, I wish you all the best. Merry Christmas to you, thank you.

## 5.0 Questions and Answers

The following answers and points of clarity were provided:

- Metis Crossing is not building or proposing to build this center, this is being proposed by the Metis Nation of Alberta (MNA).
- The proposed facility would be used by any nationality, and will not exclude anybody based on their race, gender, or religious ideologies, it is about making people better.
- The footprint of the building itself would be 40,000 sq ft.
- The purpose of a Direct Control District is to provide council with direct control over shaping what the development would eventually look like should they choose to issue a development permit and it allows (as the language in the Act indicates) for councils to come up with conditions, which they would not be allowed to do so under a regular land use district. So, if there are specifics that Council wanted to see with regards to security or public safety or screening, or even set back distances that go above and beyond the typical setbacks in existing districts, council would have the authority to require those things, and if the proponent did not adhere to that, they are not going to get a

development permit. It gives the ability to apply more rigorous and strict conditions on development permits.

- The Metis Nation of Alberta would own and operate the proposed facility.
- The proposed facility is not an 'out' for somebody not having to go to jail, it is not for somebody that is violent, it is for people who have more chance of success, it is a recovery path, not a detox centre. It's for people looking to continue their success and build skills and receive the support that they need, holistically, in order to be successful.

## 6.0 Closing Remarks

There being no further presentations, the Reeve thanked all the presenters for their comments and thanked everyone for attending the Public Hearing; he then declared the Public Hearing for the proposed Bylaw No. 1453-23, closed, time 2:08 p.m.

### 6. Municipal Planning Commission:

#### DP-030-23: Animal Breeding and/or Boarding Facility & Associated Accessory Buildings

The Municipal Planning Commission (MPC) meeting was held from 2:09 to 2:26 p.m. as outlined on an agenda independent of the Council Meeting Agenda. Minutes of the MPC are recorded separately.

## County Council Meeting Reconvened

**Meeting Reconvened** The Smoky Lake County Council Meeting reconvened, at a call to order by Reeve Serben, time 2:53 p.m., in the physical presence of all Council Members, Interim Chief Administrative Officer, Finance Manager, Executive Services Clerk, and 2 Members of the Public, as well as in the virtual presence of the Planning and Development Manager, Planning Technician, Fire Services Clerk, Fire Chief, Deputy Fire Chief, Municipal Clerk, Community Peace Officer, and 8 Members of the Public.

2:53 to 2:54 p.m.

### Public Question and Answer Period:

None.

One Member of the Public, left chambers, time 2:56 p.m.

### 7. Request for Decision:

#### 7.11. Year-2024 Capital Budget

189-23: Halisky

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

Carried.

Smoky Lake RCMP Detachment Sgt. Anita Doktor, entered Council Chambers, time 2:57 p.m.

#### 7.12. Year-2024 Interim Budget

190-23: Cere

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.

Carried.



**4. Delegation:**

**Smoky Lake RCMP Detachment: Sgt. Anita Doktor**

Present before Council from 3:02 p.m. to 3:05 p.m. was the Smoky Lake RCMP Detachment's Sgt. Anita Doktor, to provide a verbal update, including, but not limited to, the following information:

- Crime is a little bit down right now.
- The Community Engagement - Crime Prevention Town Hall, is scheduled for January 16, 2024, at the National Hall in Smoky Lake, doors open at 6:30 p.m.
- A new Corporal is scheduled to arrive February 12, 2024.

Sgt. Anita Doktor, Smoky Lake RCMP Detachment, left Council Chambers, time 3:05 p.m.

**4.2. Smoky Lake Detachment RCMP**

191-23: Halisky

That the verbal report received by Smoky Lake County from Sgt. Anita Doktor, Smoky Lake RCMP Detachment, on December 14, 2023, be accepted for information.

Carried.

**7.3. Heritage River Designation Initiative Updates (Project Close-out)**

192-23: Halisky

That Smoky Lake County accept the Heritage River Project Updates information package, including:

1. The City of Edmonton Urban Planning Committee Report UPE01575 and accompanying presentation slides dated August 29, 2023, subsequent City Council Report dated September 12, 2023, and subsequent Letter of Support from the Mayor on behalf of Council, dated October 13, 2023.
2. Presentation package for the Canadian Heritage Rivers Board Annual General Meeting, virtually and in-person in New Brunswick, on September 20, 2023.
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 pèhtákwan 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
4. Alberta Minister's reply to Brazeau County, dated December 4, 2023.
5. Alberta Minister endorses Designation, dated December 5, 2023.
6. Next Steps per Canadian Heritage Rivers Board Chairperson, December 5, 2023.

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.

Carried.

7.4. Policy Statement No. 01-53-02: Treaty and Indigenous Acknowledgement  
193-23: Halisky

That Smoky Lake County Policy Statement No. 01-53-02: Treaty and Indigenous Acknowledgement, be amended as follows:

<b>Title: Treaty 6 and Indigenous Acknowledgement</b>		<b>Policy No: 53-02</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		
<b>Purpose:</b>	The purpose of this policy is to provide guidelines for recognition of Treaty 6 and Indigenous peoples.	
<b>Policy Statement and Guidelines:</b>		
<b>1. STATEMENT:</b>		
1.1 Smoky Lake County acknowledges that we are located on Treaty 6 territory and the homeland of the Métis Nation. 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.		
<b>2. DEFINITIONS:</b>		
2.1 "Constitution of Canada" includes the <i>British North America Act 1867</i> ; the <i>Statute of Westminster, 1931</i> (to the extent that it applies to Canada); the <i>Constitution Act, 1982</i> ; 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: 53-02</b>
<b>Section: 01</b>	<b>Code: P-I</b>	<b>Page No.: 2 of 3</b>
<b>Policy Statement and Guidelines:</b>		
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 "Métis" 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 "Ojipemisiwak Métis Government" means the self-government of the Métis Nation within Alberta, formerly known as the Métis Nation of Alberta (MNA). Ojipemisiwak [Oh-tyeh-pim-ewak] 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>5</sup>		
<p><sup>1</sup> United Church of Canada, "Doctrine of Discovery," accessed February 23, 2021, <a href="https://www.united-church.ca/social-justice/indigenous-justice/reconciliation-and-indigenous-justice/doctrine-of-discovery">https://www.united-church.ca/social-justice/indigenous-justice/reconciliation-and-indigenous-justice/doctrine-of-discovery</a></p> <p><sup>2</sup> Indigenous Foundations, "Terminology," accessed February 23, 2021, <a href="https://indigenousfoundations.ca/terminology/">https://indigenousfoundations.ca/terminology/</a></p> <p><sup>3</sup> Indigenous Foundations, "Terminology."</p> <p><sup>4</sup> Indigenous Foundations, "Terminology."</p> <p><sup>5</sup> Oxford Lexico, "terra nullius," accessed February 23, 2021, <a href="https://en.oxfordictionaries.com/definition/terra-nullius">https://en.oxfordictionaries.com/definition/terra-nullius</a></p>		
<b>3. GUIDELINES</b>		
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) Banners 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.		



**7.8. Donation/Sponsorships Requests**

198-23: Halisky That Smoky Lake County Council approve a sponsorship in the total amount of **\$500.00 to the Smoky Lake Curling Association**, for the purpose of advertising Smoky Lake County's logo on two curling rocks at a cost in the amount of \$250.00 per rock, in response to the letter request received, from the Smoky Lake Curling Association's President, dated November 14, 2023,

Carried.

199-23: Halisky That Smoky Lake County Council approve to **donate a package of promotional items to the Community Planning Association of Alberta (CPAA) Year-2024 CPAA Conference** scheduled for April 29-May1, 2024 in Red Deer, Alberta, for the purpose of supporting the CPAA silent auction being held during the conference to raise funds towards the CPAA student scholarships.

Carried.

**7.9. Property Tax Agreement Request**

200-23: Serben That Smoky Lake County Council approve to execute a Tax Agreement for Property Tax Roll Number 22010105, legally described as Plan 1955CLm Block 1, Lot 5 & 6, with a payment schedule in the amount of \$320.00 per month, effective December 1, 2023, for thirty-six (36) consecutive months, in accordance with Policy Statement No. 12-01-01: Tax Agreement.

Carried.

**7.10. Property Tax Penalty Request for Write-Offs**

201-23: Cere That Smoky Lake County Council approve to write-off tax penalties in the amount of \$354.57, incurred on Tax Roll Number 17593210.

Carried.

202-23: Gawalko That Smoky Lake County Council approve to write-off tax penalties incurred:

- in the amount of \$133,442.48, on Tax Roll Number 54000096, and
- in the amount of \$2,176.08 Tax Roll Number 19593242, and
- in the amount of \$358.68 Tax Roll Number 18611811.

Carried.

**8. Chief Administrative Officer's Report:**

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 (AMVR File # 000-12764)</b></p> <ul style="list-style-type: none"> <li>■ Peace Officer 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>■ Smoky Lake County 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>■ Once the County 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 #: AMVR 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>	Nov. 30/23	Dec. 14/23
<p><b>RECOMMENDATION:</b></p> <p><b>Motion # 1:</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.</p> <p><b>Motion # 2:</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 #: AMVR 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.</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 advise the Member Municipality Councils 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>Heritage Board Business Arising – July 2023 Meeting: <b>ATTACHMENT: L-3</b></li> </ul> <p>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 Normen Easterbrook know or pass it along to the Board representative.</p> <p><b>RECOMMENDATION:</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.</p>	<p>Nov. 16/23</p>	
<b>ADMINISTRATIVE</b>		
<b>Projects</b>		
<p><b>Smoky Lake Chamber of Commerce</b></p> <ul style="list-style-type: none"> <li>County received an Invoice #175 on November 17, 2023 for 2024 Membership. 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> 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</p>	<p>In Progress Nov. 17/23</p>	<p>Completed</p>
<b>FINANCIAL</b>		
<b>Projects</b>		
<p><b>BF 13388 – 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 13388, May 26, 2022. Motion 756-22: BR13388 – Tender Award – Formula Alberta Ltd.</li> <li>"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: TND2021156-1 for bridge number BF13388, at NW 07-80-12-W4."</li> <li>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 Flanndon, 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> <li>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.</li> </ul> <p><b>RECOMMENDATION:</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 084 to complete to BF 13388 – Cache Creek located on RR 130 on NW 07-80-12-W4 in reference to the tender #TND2021156-1 awarded on May 26, 2022 – Motion 756-22.</p>	<p>In Progress Aug 30/23</p>	<p>Completed Nov 30/23</p>
<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 Swenberg – RE: release of the 2022 Municipal Indicator 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.</li> <li>Indicator #11: Investment in Infrastructure.</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 borrowing at high interest rates. Smoky Lake County will continue to look for solutions.</li> <li>Any questions or additional comments before submission?</li> </ul> <p><b>RECOMMENDATION:</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 letter: Chief Administrative Officer's response to Municipal Affairs as follows: "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 as required without borrowing at high interest rates. Smoky Lake County will continue to look for solutions."</p>	<p>Oct 30/23</p>	<p>Dec. 14/23</p>
<p><b>Northern and Regional Economic Development (NRED) Program Application:</b> November 23, 2023 - Motion 128-33</p> <ul style="list-style-type: none"> <li>The following motion will require further direction, as this was not discussed at the budget meeting held on December 5, 2023: "That Smoky Lake County defer further discussion in respect to the 2023-24 Northern and regional economic development (NRED) program until such time as December 20, 2023, to the December 5, 2023, Council Budget Meeting. It is politely requested 50% of a matching grant from the Council Strategic initiative contingency"</li> </ul>	<p>Nov. 23/23</p>	
<b>HUMAN RESOURCES</b>		
<b>Projects</b>		
<ul style="list-style-type: none"> <li>Staff Debrief combine October and November together.</li> <li>Chief Administrative Officer (CAO) Recruitment: Position</li> <li>Request 5 Applications as of December 3, 2023</li> <li>For Council information – Advertised at the following: Canada Municipal Jobs <ul style="list-style-type: none"> <li>\$313.80 (paid notice)</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 CMA website until the end of the day May 28, 2024, unless otherwise notified.</li> </ul> </li> <li>RMA <ul style="list-style-type: none"> <li><a href="https://rma.com">https://rma.com</a></li> <li>Submitted to RMA for posting on November 28, 2023</li> </ul> </li> <li>Alberta Municipalities <ul style="list-style-type: none"> <li><a href="https://www.albertamunicipalities.ca/">https://www.albertamunicipalities.ca/</a></li> <li>Posted November 29, 2023.</li> </ul> </li> <li>Redwater Review <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>Social Media <ul style="list-style-type: none"> <li>schedule to appear on Smoky Lake County social media accounts on November 28, December 8, 16, 28 and January 4</li> </ul> </li> <li>County Website <ul style="list-style-type: none"> <li>Post on the Smoky Lake County website: November 28, 2023</li> <li>Add a "Notice" on the County website: November 28, 2023</li> </ul> </li> </ul>	<p>Dec. 7/23 Nov 15, 2023</p>	<p>Dec. 7/23 outstanding</p>
<p>Some Grader Operators have expressed that the County consider increasing the current rate of compensation for Grader Plug-In. I am waiting for an official request to come to County Administration.</p>		
<p>Smoky Lake County Fire Chief: Report – To Update Council on a few issues.</p>		<p><b>ATTACHMENT: HR.1</b></p>
<p>Smoky Lake County Planning and Development: Report – To Update Council on a few issues.</p>		<p><b>ATTACHMENT: HR.1</b></p>

COMMUNITY			
Projects	In Progress	Completed	
<p><b>Lakeland Roman Catholic Separate School Division (LRCSBD): 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 Hehu - 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>Powerpoint presentation from initial design</li> <li>Updated floor plan for current design (current as of November 14th)</li> <li>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> 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 (LRCSBD) indicating that the County is not in a position to commit any funds towards the new Holy Family Catholic School Project or DayCare.</p>	Nov. 21/23	Nov. 30/23	
<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 Tamas Shychenko) are generously helping organize the presentation of the exhibition "The War is Not Over Yet", in the town of Smoky Lake, Alberta, on December 16, 2023, from 1:00 PM to 7-8 PM.</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 sincere 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> 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 Palechuk on December 5, 2023 and provide photocopying and awareness support.</p>			Notification sent on December 6/23 at 8:11 a.m.
<b>TRAINING / MEETINGS</b>			
<b>ACTION LIST</b>			
October 12, 2023 and October 26 Council Meetings and October 26, 2023 Organizational Meeting. <b>ATTACHMENT: AL-1</b> <i>To be emailed out next week prior to the meeting.</i>			
Signature: Interim Chief Administrative Officer		County Council Meeting: December 14, 2023	

**Alberta Motor Vehicles & Registries - Direct Access to ROADS Application**

203-23: Halisky

That Smoky Lake County Council acknowledge receipt of the email and letter received from Roger Grove, Executive Director, Motor Vehicles & Registries, dated November 30, 2023, in respect to the approved application submitted by Smoky Lake County to obtain Alberta's Motor Vehicles Registry – Direct Access to ROADS Agreement, in relation to the Peace Officer Program and the Traffic Safety Act.

Carried.

**Agreement For Access to Motor Vehicle Information Regulation**

204-23: Fenerty

That Smoky Lake County execute the "Agreement for Access to Information As Required by the Access to Motor Vehicle Information Regulation" in relation to the Peace Officer Program 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 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.

Carried.

**Smoky Lake Regional Heritage Board – Action Tracking Table**

205-23: Cere

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 tasks to be completed in respect to the objectives and activities within the Heritage Management Plan and Bylaw No. 1371-20.

Carried.

**2024 Membership to Smoky Lake Chambers of Commerce**

206-23: Halisky That Smoky Lake County Council approve action taken by Administration to renew the membership to the Smoky Lake Chambers of Commerce for Year-2024, in the amount of \$150.00 as per Invoice #175, dated November 17, 2023.

Carried.

**Formula Alberta Ltd. - Change Order 004 to Complete to BF 13398**

207-23: Gawalko That Smoky Lake County Council approve the unbudgeted expense to compensate Formula Alberta Ltd. of Stony Plain, Alberta, in the amount of \$68,499.59, for the additional work as per the Change Order # 004, dated September 1, 2023, to complete the work necessary to resolve unforeseen circumstances relating to Bridge Replacement Project #2021-3156, for bridge number BF 13398 located across Cache Creek on Range Road 130, at NW-07-60-12-W4, in reference to tender #TND20213156-1 awarded on May 26, 2022, by Council Motion 758-22.

Carried.

**Smoky Lake County's 2022 Municipal Indicator Results**

208-23: Halisky That Smoky Lake County Council acknowledge 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: "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) and unpaid tax holiday on new wells. 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. 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) and unpaid tax holiday on new wells. 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."

Carried.

**Lakeland Roman Catholic Separate School Division (LRCSSD) Funding Denied**

209-23: Fenerty That Smoky Lake County Council approve action taken by the Reeve on November 30, 2023, in providing a letter to Joe Arruda, Superintendent, Lakeland Roman Catholic Separate School Division (LRCSSD), indicating the County is not in a position to commit any funds towards the new Holy Family Catholic School Project or Daycare, in response to the LRCSSD verbal request of same made at a Joint Council Meeting held on November 21, 2023, with the Village of Waskatenau.

Carried.

**Exhibition "The War Is Not Over Yet" at the National Hall Smoky Lake**

210-23: Cere That Smoky Lake County acknowledge receipt of the invitation received from Pat Palechuk, President of the Ukrainian National Hall, inviting everyone to attend the Exhibition "The War Is Not Over Yet" scheduled for Saturday, December 16, 2023, from 1:00 to 8:00 p.m., at the National Hall, in Smoky Lake; and provide support of in-kind assistance of photocopying the event poster and post the event to the County's website calendar.

Carried.

Scott Franchuk, Fire Chief and Spencer Kotylak, Deputy Fire Chief, entered Council Chambers, time 4:05 p.m.

**Time Extension of Regular Council Meeting December 14, 2023**

211-23: Cere That Smoky Lake County Council unanimously agree to extend the time of the Regular Council Meeting of December 14, 2023, past 4:00 p.m..

Carried Unanimously.

**Chief Administrative Officer's Report**

212-23: Halisky That Smoky Lake County's Chief Administrative Officer's report for the period of November 24, 2023, to December 7, 2023, be accepted as presented and filed for information.

Carried.

**10. Correspondence:**

**Minister of Transportation - Additional STIP Funding Denied for BF13398 and BF76552**

213-23: Halisky That Smoky Lake County acknowledge receipt of the letter from the Minister of Transportation, dated October 19, 2023, declining the County's September 21, 2023, request for additional Strategic Transportation Infrastructure Program (STIP) funding towards local bridge numbers BF13398 and BF76552.

Carried.

**RMA District 5 Meeting, at Fort Kent Community Hall, Bonnyville**

214-23: Halisky That Smoky Lake County Council who can attend – attend the Rural municipalities of Alberta (RMA) District 5 Meeting, scheduled for Friday, January 26, 2024, at Fort Kent Community Hall, near Bonnyville.

Carried.

**N.E. Muni-Corr Ltd. – Kortech Ltd. Dust Suppression Test Strip at Edwand**

215-23: Halisky That Smoky Lake County acknowledge receipt of the letter from N.E. Muni-Corr Ltd., dated November 16, 2023, responding to the County's September 7, 2023, Motion #862-23, clarifying all trucking/hauling is being supplied by Kortech Ltd., and there is no cost to the County in respect to dust suppression test strip on the Iron Horse Trail at the Hamlet of Edwand.

Carried.

**Lac La Biche County - Lac La Biche Law Enforcement Training Centre**

216-23: Halisky That Smoky Lake County acknowledge receipt of the letter from 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), for awareness.

Carried.

**ATCO – Request for Information Sharing of the County's Road Improvement Projects**

217-23: Halisky That Smoky Lake County's administration liaise with ATCO in providing the County's Year-2024 or future Road Improvement Projects, as information sharing, in response to the letter received from ATCO, dated November 22, 2023, requesting same.

Carried.

**The Royal Canadian Legion Smoky Lake Branch #227 - Building Repairs Reimbursement**

218-23: Gawalko That Smoky Lake County Council approve to provide funding in the amount of \$1,005.50 to the Royal Canadian Legion Smoky Lake Branch #227, in response to their letter request, dated November 19, 2023, in respect to reimbursement for building materials to repair a hole in the basement of the Legion adjacent to the County's Main Office.

Carried.



**The Royal Canadian Legion Smoky Lake Branch #227 – Roof Rakes**

219-23: Halisky That Smoky Lake County advise the Royal Canadian Legion Smoky Lake Branch #227, to install roof rakes on the metal clad roof of the Legion building attached to the County' Main Office, to reduce the risk of damages caused from potential ice jams and snow slides.

Carried.

**Minister of Public Safety & Emergency Services - Wildfires Disaster Recovery Program**

220-23: Halisky That Smoky Lake County acknowledge receipt of the letter from the Minister of Public Safety & Emergency Services, dated November 20, 2023, providing notice of approval under the 2023 Wildfires Disaster Recovery Program; and, in response. Administration submit any claims for extraordinary response costs and remediation costs incurred by the County, due to actions taken to protect the community from the wildfire, to potentially receive 90% of the said costs under the said funding.

Carried.

Councillor Linda Fenerty, left Council Chambers, time 4:22 p.m.

**Agenda Items to Defer from the December 14, 2023, Council Meeting**

221-23: Halisky That Smoky Lake County Council, defer the following items on the December 14, 2023, Regular Council Meeting, as follows, to the next or Council Meeting scheduled for January 11, 2024:

- Email – Alberta Indigenous and Municipal Police Transition Grant Program Information;
- Roadway License Agreement RLA-002-23, RGE RD 171, between TWP RD 595A & TWP RD 621;
- Northern and Regional Economic Development (NRED) Program;
- 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;
- 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; and
- Financial Reports: Budget to Actual.

Carried.

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

**Schedule County Council Regular Meetings**

222-23: Serben That Smoky Lake County re-confirm previously scheduled upcoming Smoky Lake County Council Meetings are as follows:

**Thursday, January 11, 2024, at 9:00 a.m., (Regular), and  
Thursday, January 25, 2024, at 9:00 a.m., (Regular),**

And the next Smoky Lake County Council meetings be scheduled for:

**Thursday, February 8, 2024, at 9:00 a.m., (Regular), and  
Thursday, February 22, 2024, at 9:00 a.m., (Regular),  
Thursday, March 7, 2024, at 9:00 a.m., (Regular),  
Thursday, March 28, 2024, at 9:00 a.m., (Regular),  
Thursday, April 11, 2024, at 9:00 a.m., (Regular),  
Thursday, April 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.

**Schedule Council Committee of the Whole Meeting**

223-23: Serben That the next Smoky Lake County Council Committee of the Whole Meeting for the Purpose of Strategic Planning, be scheduled for **Wednesday, January 31, 2024 at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**ADJOURNMENT:**

224-23: Serben That the Smoky Lake County Council Meeting of December 14, 2023, be adjourned, time 4:33 p.m.

Carried.

\_\_\_\_\_  
REEVE

**S E A L**

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



# Delegation Request Form

APPLICATION

**Thank-you** for your interest in becoming a Delegation before County Council.

**Please** complete this application form. Please refer to Policy Statement No: 01-49 for Delegation Protocol and Procedures.

**NOTE:** By filling out this application form, you are consenting to disclosure of any personal information made evident through your speech or presentation materials and grant permission to the County to publish these materials and agrees to abide by the terms of this Policy.

Personal information on this Application is being collected under the authority of the Freedom of Information & Protection of Privacy Act (FOIP).

**Smoky Lake County considers the author's address relevant to Council's consideration of this matter and will disclose this personal information if it is provided to us. However, the author's phone number and email address are not required and should be omitted if the author does not wish this personal information disclosed.**

### APPLICANT NAME AND CONTACT INFORMATION:

Last Name: Kisilevich	First Name: Kevin
Phone Number: 780-632-6191	E-mail Address: kevin.goeast@gmail.com
Mailing Address: Box 211 Vegreville, Alberta T9C 1A0	
Box	Town
	Postal Code

### Group / Organization / Business / Individual:

Representing a Group / Organization / Business : Go East of Edmonton Regional Tourism

Attending as a Individual

### NAME OF PRESENTERS / ORGANIZATION:

	Name	Position Title	Supporting documentation (optional)
1.	<u>Kevin Kisilevich</u>	<u>Marketing Manager</u>	<input checked="" type="checkbox"/> <b>Yes</b> Handouts at the meeting (please provide copies to the Municipal Clerk or bring 12 copies to the meeting)
2.	_____	_____	
3.	_____	_____	<input checked="" type="checkbox"/> <b>Yes</b> Audio / visual presentation (must be received in pdf or jpg format accompanying the Application Form).
4.	_____	_____	

### TOPIC AND PURPOSE OF PRESENTATION:

Clearly outline the topic of your presentation:  Yes  No **Executive Session**  
 An update on Go East of Edmonton Tourism marketing that promotes the County region, and request for decision on the 2024 Go East of Edmonton Advertising Renewal for the region.

List desired outcome of presentation/recommend to Council: Renewal for 2024

**Note:** That all correspondence submitted to Smoky Lake County will form part of the public record and will be published when this matter is before Council.

**Please Note for clarity:** You do not need to complete this form to ask questions of Council at the "Public Question and Answer Period" scheduled between 11:30 a.m. and noon at each regular Council Meeting. All meetings are open to the Public.

### Comments:

APPLICANT NAME: (PLEASE PRINT) <u>Kevin Kisilevich</u>	SIGNATURE <u>Kevin D. Kisilevich</u>	DATE <u>Nov 28/23</u>
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### OFFICE USE Only:

Applicant Received: November 28, 2023 By: Email

Confirmed by: Patti Priest Council Meeting Date: December 14, 2023



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

 @GoEastofEdmonton  
 @GoEastofEdmonton  
 @GoEastofYEG

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

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

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)



is #1

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 thru 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).



Google Organic Search

The Go East of Edmonton website appeared over **10 Million** times (impressions) from google searches in the past year, resulting in over **200,000 clicks** to partners pages and content on [GoEastofEdmonton.com](http://GoEastofEdmonton.com)

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  
**smokylake**  
 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



Special Markets:  
 Easter Market - April 8  
 Kids 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 Wios 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.  
 Bells

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



# Delegation Request Form

## APPLICATION

**Thank-you** for your interest in becoming a Delegation before County Council.

Personal information on this Application is being collected under the authority of the Freedom of Information & Protection of Privacy Act (FOIP).

**Please** complete this application form. Please refer to Policy Statement No: 01-49 for Delegation Protocol and Procedures.

**Smoky Lake County considers the author's address relevant to Council's consideration of this matter and will disclose this personal information if it is provided to us. However, the author's phone number and email address are not required and should be omitted if the author does not wish this personal information disclosed.**

**NOTE:** By filling out this application form, you are consenting to disclosure of any personal information made evident through your speech or presentation materials and grant permission to the County to publish these materials and agrees to abide by the terms of this Policy.

### APPLICANT NAME AND CONTACT INFORMATION:

Last Name: <u>Alyssa Krawchuk</u>	First Name: <u>Alyssa</u>
Phone Number: <u>780-826-1130</u>	E-mail Address: <u>director@laraonline.ca</u>
Mailing Address: <u>7068</u> <u>Bonnyville</u> , Alberta <u>T9N 2H4</u>	
Box	Town Postal Code

### Group / Organization / Business / Individual:

Representing a Group / Organization / Business : Lakeland Agricultural Research Association (LARA)

Attending as a Individual

### NAME OF PRESENTERS / ORGANIZATION:

Name	Position Title	Supporting documentation (optional)
1. <u>Alyssa Krawchuk</u>	<u>Executive Director</u>	<input checked="" type="checkbox"/> <b>Handouts</b> at the meeting (please provide copies to the Municipal Clerk or bring 12 copies to the meeting)
2. _____	_____	<input type="checkbox"/> <b>Audio / visual</b> presentation (must be received in pdf or jpg format accompanying the Application Form).
3. _____	_____	
4. _____	_____	

### TOPIC AND PURPOSE OF PRESENTATION:

Clearly outline the topic of your presentation:  Yes  No  Executive Session

The impact that LARA's work, over the past nine (9) years, has had on the profitability, productivity and sustainability of Smoky Lake County's agricultural producers and agriculture sector as a whole.

List desired outcome of presentation/recommend to Council: Continued support of LARA

**Note:** That all correspondence submitted to Smoky Lake County will form part of the public record and will be published when this matter is before Council.

**Please Note for clarity:** You do not need to complete this form to ask questions of Council at the "Public Question and Answer Period" scheduled between 11:30 a.m. and noon at each regular Council Meeting. All meetings are open to the Public.

### Comments:

APPLICANT NAME: (PLEASE PRINT) <u>Alyssa Krawchuk</u>	SIGNATURE <u>Alyssa Krawchuk</u>	DATE <u>22/DEC/23</u>
--	-------------------------------------	--------------------------

### OFFICE USE Only:

Applicant Received: \_\_\_\_\_ By: \_\_\_\_\_

Confirmed by: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_





# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.1**

**Topic:** Roadway License Agreement RLA-002-23 – Undeveloped Government Road Allowance Along 171 Between TWP RD 595A & TWP RD 612

**Presented By:** Planning & Development Services

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**Recommendation:** That the Smoky Lake Trail Twisters Snowmobile Club be issued a Roadway License Agreement RLA-002-23, for portions of undeveloped government road allowance, along RGE RD 171, between TWP RD 595A & TWP RD 621, as shown on the attached map.

**Background:**

The undeveloped government road allowance that is the subject of the request has been utilized by the Smoky Lake Trail; Twisters Snowmobile Club for the past two decades (beginning in 2004). The area of the undeveloped government road allowance that is the subject of the request for a Roadway License Agreement has been maintained by the Club during this time without a formal Licensing Agreement between the Club and Smoky Lake County. The Club wishes to formalize this process to provide safer access for its members and the public.

Smoky Lake County has entered into a similar Agreement (RLA-001-23) with the Club on February 15, 2023, for portions of the undeveloped government road allowances along RGE RD 144, RGE RD 145, and TWP RD 601.

**Benefits:** Provide opportunities for a recreational group to enhance experience and safety for its members. Utilization of an otherwise undeveloped road allowance to allow recreational pursuits of residents and visitors.

**Disadvantages:** Nil.

**Alternatives:** Refuse the requested Roadway License Agreement RLA-002-23.

**Financial Implications:** Nil.

**Legislation:** Part 3, Division 2, Section 18, Control of Roads, Municipal Government Act, M-26 RSA 2000

**Intergovernmental:** Nil.

**Strategic Alignment:** Nil.

**Enclosure(s):** Enclosure #1: Roadway License Agreement Application

Approved by the Interim CAO: [Signature]. Date: January 2, 2024



# Request for Decision (RFD)

## Enclosure #1: Roadway License Agreement Application

7.1

Section 03

Policy 44-02



### Application for Roadway License Agreement

1. License Applicant

Name: Smoky Lake Trail Twisters Snowmobile Club

Address: Po. Box 1004 Smoky Lake, Alberta

Postal Code: T0A 3C0 Phone: Spencer Kotylak 1(780) 656-5575

2. Description of roadway requested to be under license.

Range Road 171 Road Allowance between TWP RD 595A and TWP RD 612

\*Trail has been fully developed since the year 2004 and in use without a Roadway License Agreement, Smoky Lake Trail Twisters Snowmobile Club is submitting this application so the trail can be appropriately licensed with Smoky Lake County.

*Please attached a map to accompany this application.  
See Attached Map*

3. Purposes(s) for this application:

a. Snowmobile Trail (Winter Use Only)

b. \_\_\_\_\_

4. Confirmation signatures from adjacent landowner(s) agreeing to your application.

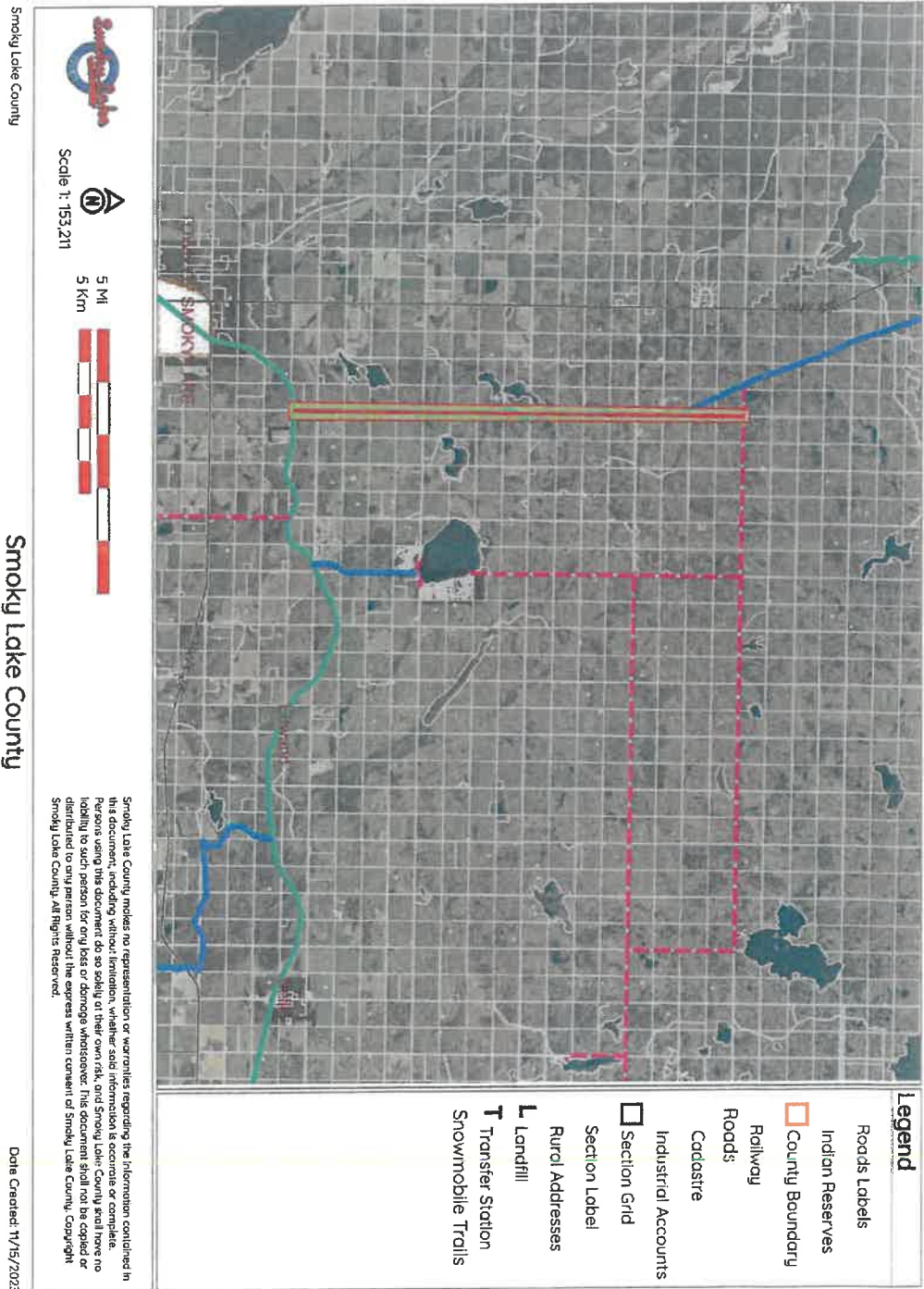
Print Name	Legal Description	Signature	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

  
License Applicant Signature

November 15, 2015  
Date



# Request for Decision (RFD)



Smoky Lake County

Smoky Lake County

Date Created: 11/15/2023



Scale 1: 153,211



5 Mi  
5 Km



Smoky Lake County makes no representation or warranties regarding the information contained in this document, including without limitation, whether such information is accurate or complete. Persons using this document do so solely at their own risk, and Smoky Lake County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of Smoky Lake County, copyright Smoky Lake County. All Rights Reserved.

### Legend

- Roads Labels
- Indian Reserves
- County Boundary
- Railway
- Roads
- Cadastral
- Industrial Accounts
- Section Grid
- Section Label
- Rural Addresses
- Landfill
- Transfer Station
- Snowmobile Trails



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.2**

Topic: Northern and regional economic development (NRED) program Application

Presented By: Interim CAO

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**Recommendation(s): That Smoky Lake County acknowledge the Agenda Item titled: "2023-24 Northern and Regional Economic Development (NRED) Program" was deferred by Council on November 23, 2023 and then deferred again on December 14, 2023, and acknowledge the application intake closed on December 20, 2023, therefore there will be no further pursuit of applying for the 2023-24 NRED program.**

## Background:

The Northern and Regional Economic Development Program agenda item from November 23, 2023, was deferred by Council to the December 5, 2023 Budget Meeting. Unfortunately adding the NRED program to the Budget Agenda was overlooked, so it was placed on the December 14, 2023 Regular Council Agenda.

Although the December 14, 2023, Council meeting was extended past 4:00 p.m., there was not enough time to complete the entire agenda and the NRED item was once again deferred.

The deadline to apply for this 50% funding program was December 20, 2023 and therefore it is no longer an option to apply for the program's funding.

**Benefits:** N/A.

**Disadvantages:** N/A.

**Alternatives:** N/A.

**Financial Implications:** None.

**Legislation:** N/A

**Intergovernmental:** N/A

**County Strategic Alignment:** N/A.

**Enclosure(s):** N/A

Reviewed by the Interim CAO:  on Date: January 5, 2024.



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.3**

**Topic:** Request from Brock Boards to receive County permission to erect advertising billboards on County-owned lands legally described as PT. SW 27-59-17-W4M, and to enter into an advertising agreement with Smoky Lake County

**Presented By:** Planning & Development Services

---

**Recommendation:** **Council's discretion.**

**Background:**

Smoky Lake County received a request from Brock Maschmeyer, owner of Brock Boards, to obtain Smoky Lake County's permission, as the registered owner of the lands legally described as PT. SW 27-59-17-W4M, to apply for a Development Permit for the installation of three (3) advertising billboards, and to enter into a 5-year advertising agreement for said billboards. A copy of the Development Permit Application (Enclosure #1) and advertising agreement (Enclosure #2) are attached for reference. The proposed billboards are compliant with the County's Land Use Bylaw #1272-14 but would require the developer to obtain a permit from Alberta Transportation prior to installation.

The location of the proposed advertising billboards is located adjacent to Highway 28, north of the Town of Smoky Lake, and was purchased by Smoky Lake County in 2022 to be the location for a future firehall. Under the proposed advertising agreement, the County would receive 15% of the revenues generated from the billboards. According to the proposed terms of the advertising agreement, the County would not be responsible for the costs of installation, maintenance nor removal of the billboards.

**Benefits:** Generate revenue on underutilized County-owned lands.

**Disadvantages:** Future plans for the firehall may be compromised by location of the billboards.

**Alternatives:** Negotiate alternative placement of billboards and/or alternative conditions in the advertising agreement.

**Financial Implications:** Nil.

**Legislation:** Nil.

**Intergovernmental:** Nil.

**Strategic Alignment:** Nil.

**Enclosure(s):** **Enclosure #1: Development Permit Application**

**Enclosure #2: Advertising Agreement**

**Approved by the Interim CAO:** [Signature] **Date:** January 2, 2023



# Request for Decision (RFD)

## Enclosure #1: Development Permit Application

Section 61

SCHEDULE "A"

03-05

### DEVELOPMENT PERMIT APPLICATION FORM

#### Internal Use Only

Our File Number: \_\_\_\_\_ Roll Number: \_\_\_\_\_ Your File Number: \_\_\_\_\_

#### Applicant Information

Applicant/Agent: Brock Maschmeyer Phone: \_\_\_\_\_

Address: 18 Crocus Cres Cell Phone: \_\_\_\_\_

City/Prov. Sherwood Park/AB Postal Code: T8H 2J9 Fax: \_\_\_\_\_

Email address: \_\_\_\_\_ Signature: [Signature]

**Applicant/Agent Authorization:** I am the applicant/agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

#### Registered Landowner Information

Owner same as applicant

Registered Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

City/Prov. \_\_\_\_\_ Postal Code: \_\_\_\_\_ Signature: \_\_\_\_\_

#### Section A - Property Information

Division \_\_\_\_\_

Legal: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ and Part of SW ¼ Sec 27 Twp 59 Rge 17 W4M

Subdivision Name (if applicable) or Area of Development \_\_\_\_\_

Rural Address/Street Address 17252 HWY 28 Parcel Size \_\_\_\_\_

Number of existing dwellings on property (please describe)  
1

Has any previous application been filed in connection with this property?  Yes  No

If yes, please describe the details of the application and file number:

- Is the subject property near a steep slope (exceeding 15%)?  Yes  No
  - Is the subject property near or bounded by a body of water?  Yes  No
  - Is the subject property within 800m of a provincial highway?  Yes  No
  - Is the subject property near a Confined Feeding Operation?  Yes  No Distance: \_\_\_\_\_
  - Is the subject property within 1.5km of a sour gas facility?  Yes  No Distance: \_\_\_\_\_
  - Is the subject property within 1.5km of a sewage treatment plant/lagoon?  Yes  No Distance: \_\_\_\_\_
  - Is the subject property immediately adjacent to the County boundary?  Yes  No
- If yes, the adjoining municipality is: \_\_\_\_\_



# Request for Decision (RFD)

Section 61

SCHEDULE "A"

03-05

### Section B – Proposed Development Information

Estimated Cost of Project \$ 15,000

Estimated Commencement Date May 1, 2024 Estimated Completion Date June 30, 2024

Dwelling:

Floor Area \_\_\_\_\_ sq. ft. % of Lot Occupied \_\_\_\_\_ Height of Dwelling \_\_\_\_\_ ft / m

Accessory Building:

Floor Area \_\_\_\_\_ sq. ft. % of Lot Occupied \_\_\_\_\_ Height of Acc. Bldg \_\_\_\_\_ ft / m

Parking: # of Off-Street Parking Stalls (if applicable) \_\_\_\_\_

Land Use District (Zoning) of Property: \_\_\_\_\_

Description of Work:

Installation of 3 V-shape 8'x12' Signs

### Section C – Preferred Method of Communication

When a decision has been made on your file, do you wish for us to:

call you for pick up  mail the decision  email the decision

Section 608(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended states:

**608(1)** Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if

- a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.

I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application.  YES  NO

#### OFFICE USE ONLY

Type of Payment:  DEBIT  CASH  CHEQUE

Fee \$ \_\_\_\_\_

Receipt # \_\_\_\_\_

Receipt Date \_\_\_\_\_

Date Received \_\_\_\_\_

\*and deemed complete by Development Authority.

Entered into MuniSight PD # \_\_\_\_\_

#### Authorization:

Permitted Use  Discretionary Use

Issuing Officer's Name \_\_\_\_\_

Issuing Officer's Signature \_\_\_\_\_

Date of Approval \_\_\_\_\_

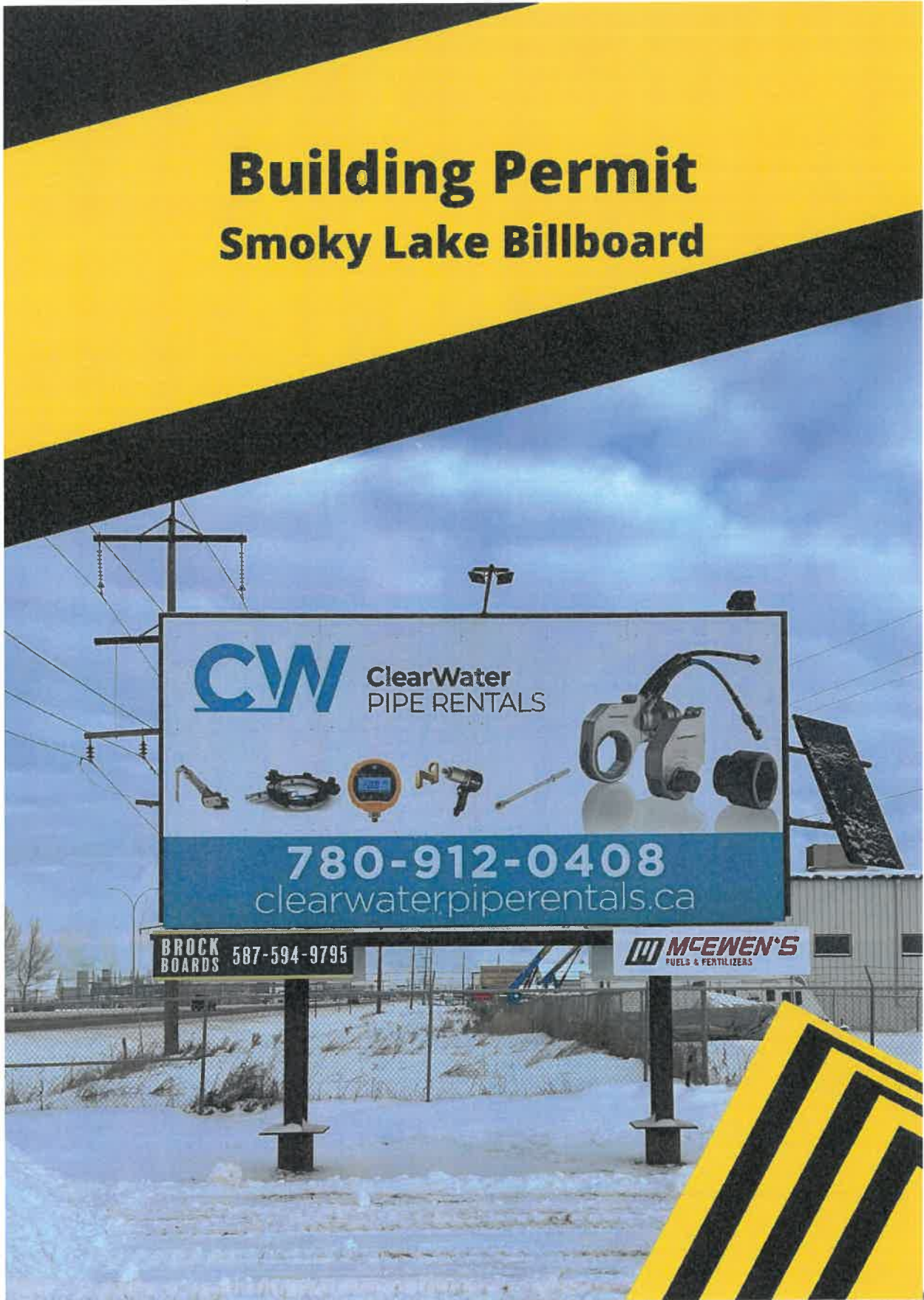
Date Issued \_\_\_\_\_

Comments and/or Variances \_\_\_\_\_



# Request for Decision (RFD)

## Building Permit Smoky Lake Billboard







# Request for Decision (RFD)



## Billboard locations

Smoky Lake County

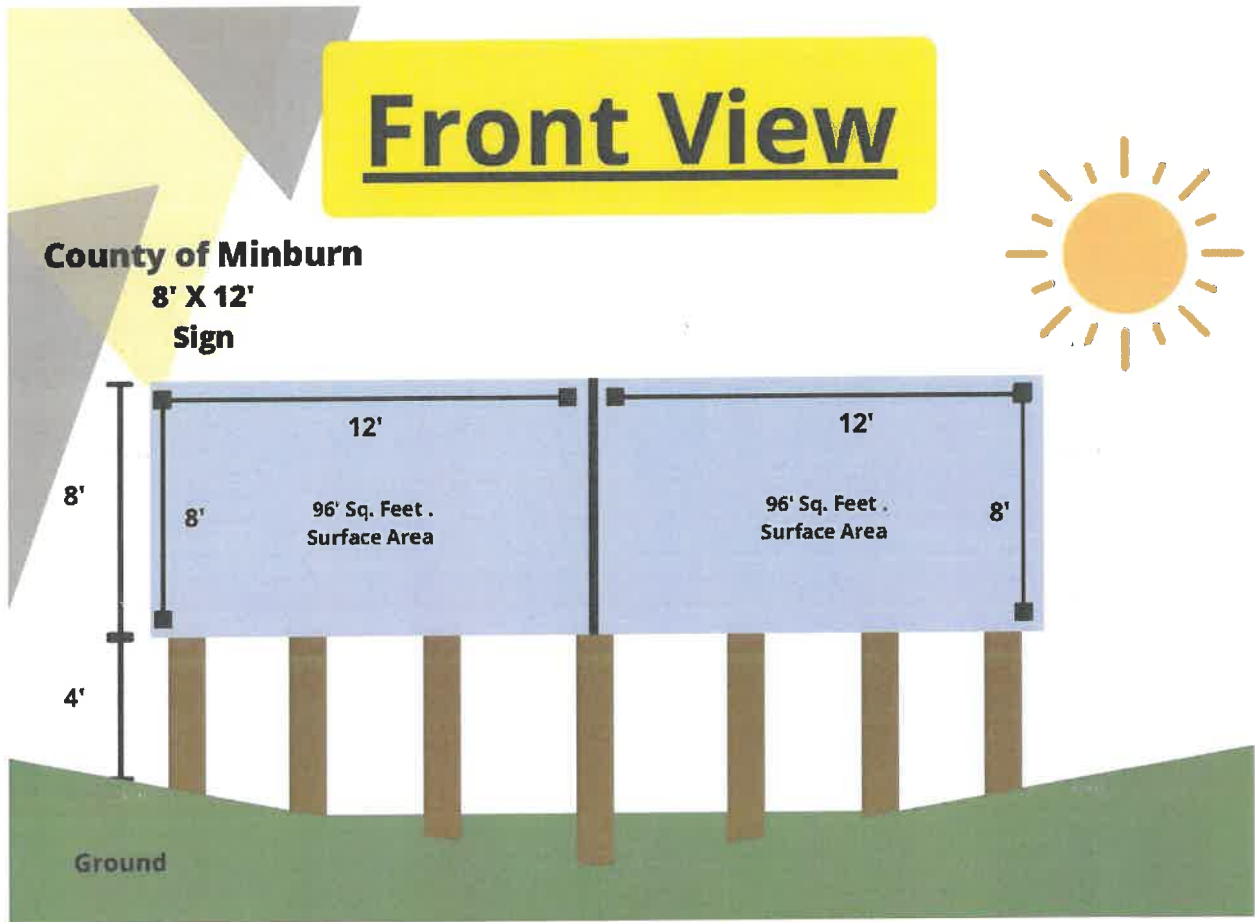
Land Lot Location:  
SW; 27; 59; 17; W4



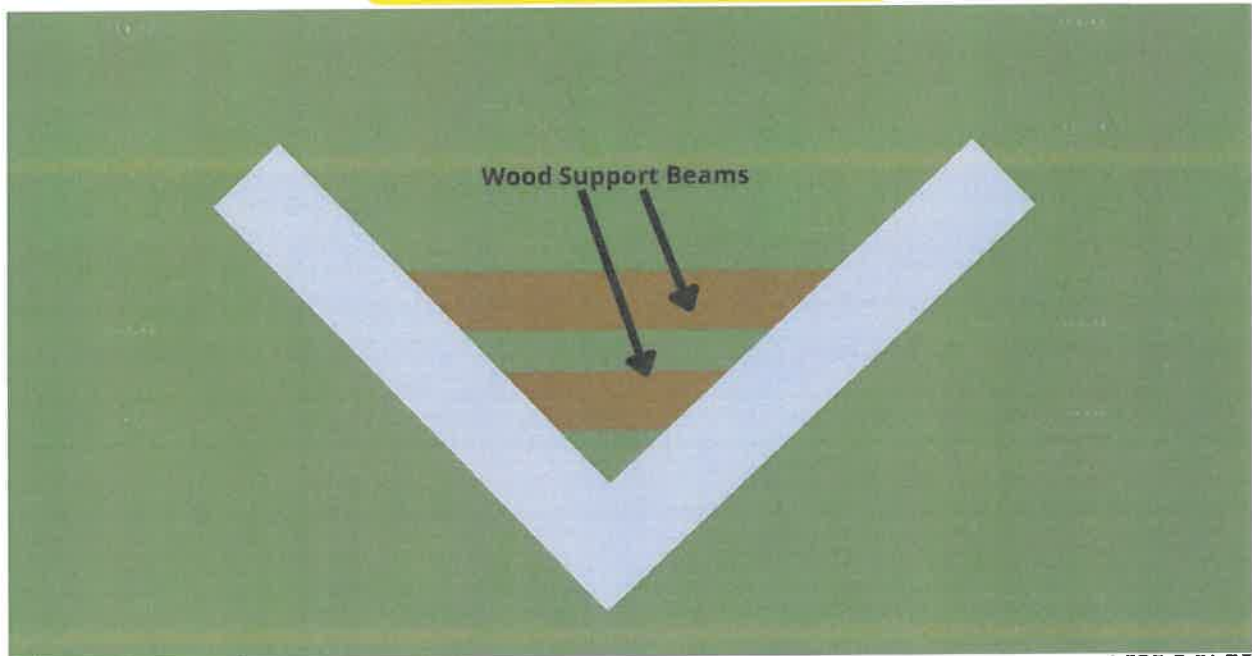


# Request for Decision (RFD)

## Front View



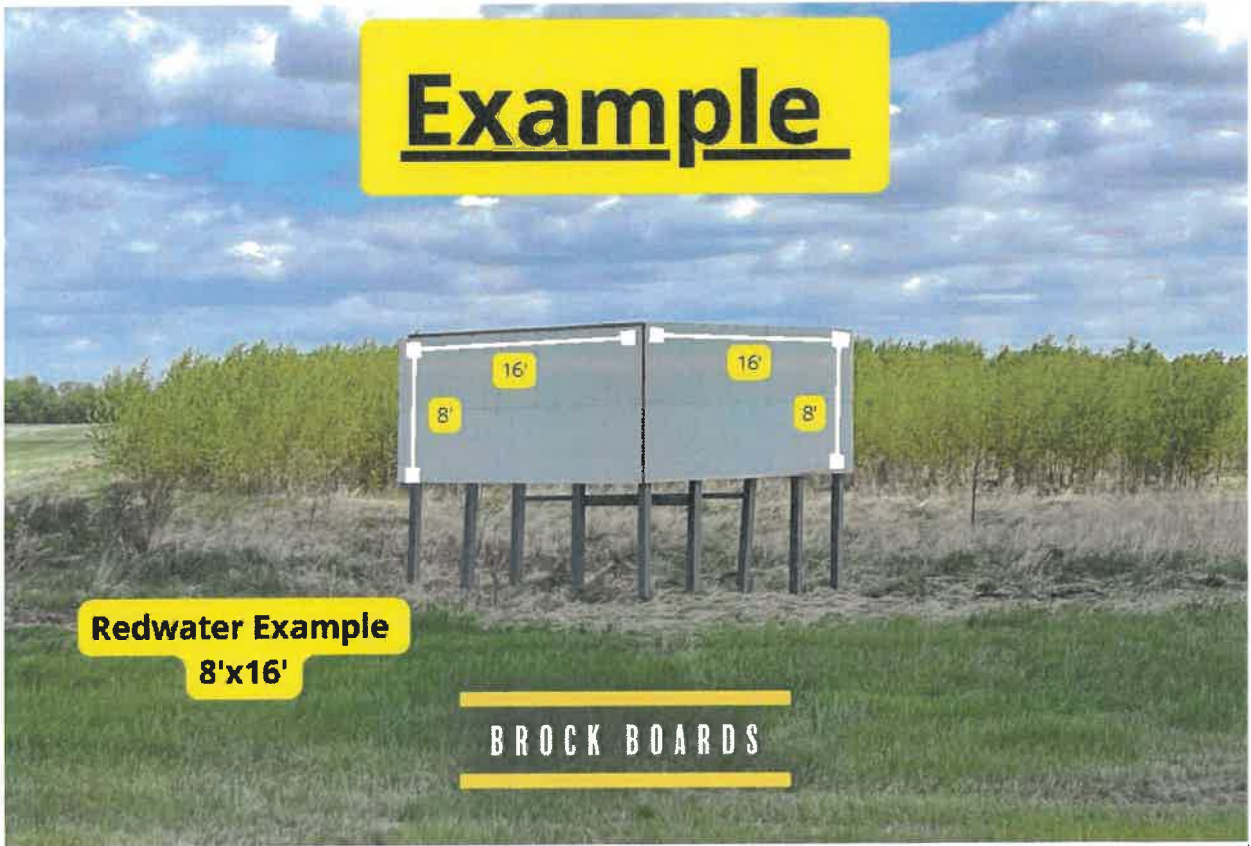
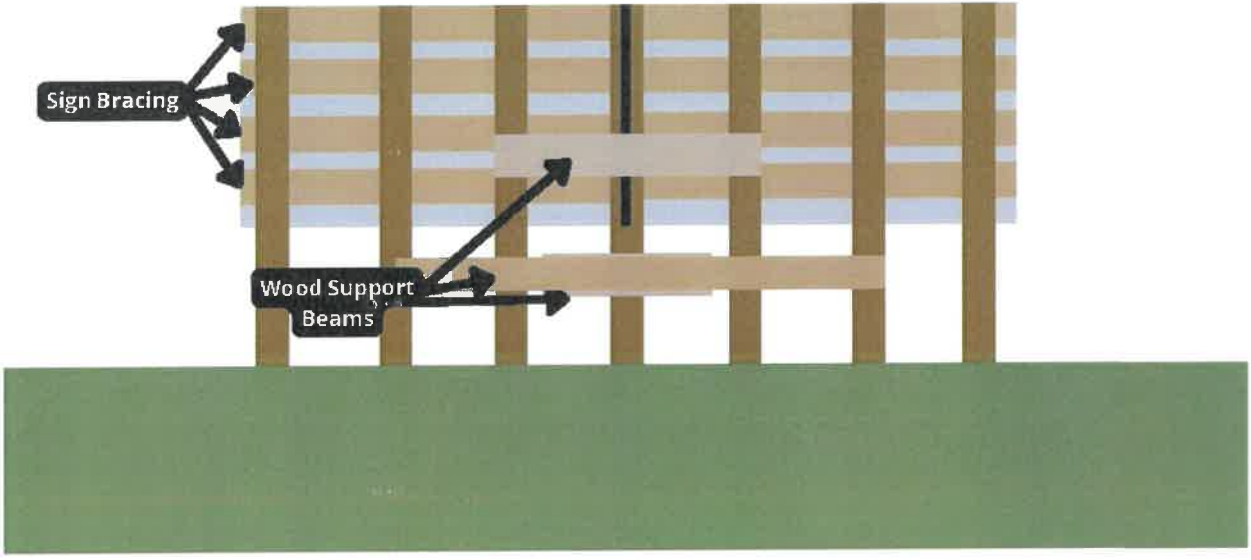
## Top View





# Request for Decision (RFD)

## Back View





# Request for Decision (RFD)

## Enclosure #2: Advertising Agreement

### Brock Boards Outdoor Advertising Agreement

**Authorization:** The Undersigned, **Smoky Lake County**, (hereinafter called the "Company") does hereby contract with and authorizes **Brock Boards** to install and maintain the following advertising billboards 8'x12' (V-Shape) in dimensions:

#### 1. Display

- a. The Company understands that the billboards panels have been reserved for business advertising use only. Each display panel will be maintained for the contract in its entirety. This is a 5-year Contract and can be extended by mutual consent of both parties.
- b. The company will receive 15% of the income generated by the billboards located at SW-27-59-17-W4M on Company property. Payments for the revenue share will be made bi-yearly with the dates of May 1, and November 1, of each year. Brock Boards will supply the company with substantiating documentation (if requested). Brock Boards would be responsible for attempting to find advertisers (with no guarantee of full use of billboards space), liability insurance of the billboard and maintenance of billboard and under the billboard site.
- c. The billboard will be used by Brock Boards through the entirety of the contract.
- d. The value of the billboard display panels is considered at approximately \$200-\$500/month/side (this is an estimate, with values higher or lower, depending on many circumstances).

#### 2. Use of Both Sides of Billboard

- a. Brock Boards has the right to use and rent both sides of the billboards.
- b. Brock Boards has the right to rent advertising space on both sides of the billboard as described above for the duration of the contract.
  - i. Brock Boards has the right to rent advertising to whomever they determine to occupy the advertising space.
  - ii. Brock Boards will not rent advertising space to promote competing businesses unless agreed upon by both parties.
  - iii. Brock Boards will attempt to have advertising on the both sides at all times but due to weather, economic constraints, fire, governmental restrictions, strikes, lockouts, vandalism, acts of God, may not always be able to do so.



# Request for Decision (RFD)

### 3. Brock Board's Responsibilities:

- a. Billboards will be kept in good working condition, such that display face included in this contract are visible.
  - i. Brock Boards shall save harmless for any loss of the Company's revenue, which may be associated with billboard inoperability.
- b. Brock Boards shall not be responsible for any failure or delay in the performance of undertakings when due to fire, governmental restrictions, strikes, lockouts, vandalism, acts of God, or any other act or things beyond its control.
- c. It is expressly understood that the Brock Boards is not bound by any stipulations, representations or agreements not embodied in this contract.
- d. Brock Boards will contact the Company prior to any maintenance and advertisement installation on the billboard.
- e. Brock Boards is responsible for making 1<sup>st</sup> calls prior to billboard installation, upgrade or maintenance.
- f. Cost of the installation/reconstruction of the billboards is the responsibility of Brock Boards; as well the cost of removing the billboard is also Brock Boards responsibility unless contract is broken. If contract is broken by the Company, payment will be needed for the removal of the billboards from the Company to Brock Boards.
- g. Permits: Brock Boards will apply for any permits required and time will be of the essence and may require the signature of the company.

### 4. Termination

- a. Brock Boards has the right to cancel the current contract if obligations of the Company are not met.
- b. The Company has the right to cancel the current contract if obligations of the Brock Boards are not met.



# Request for Decision (RFD)

## 5. Acceptance

Accepted Company: \_\_\_\_\_ (signature)

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

Accepted By Brock Boards: \_\_\_\_\_ (signature)

Date: \_\_\_\_\_

18 Crocus Crescent  
Sherwood Park, AB  
T8H 2J9





# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.4**

Topic: Request for compensation for costs related to removal of fencing on leased County-owned lands (NE 23-60-13-W4M)

Presented By: Planning & Development Services

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**Recommendation:** That Smoky Lake County Council deny the request for compensation related to the installation and/or removal of fencing on the lands legally described as NE 23-60-13-W4M, as per the conditions of the Surface Lease Agreement, entered into between Smoky Lake County and Walter & Sheryl Mazur, pursuant to Bylaw 1214-10.

**Background:**

Smoky Lake County received a request from Walter and Sheryl Mazur in September, 2023, to be compensated for the fencing that they installed on the lands legally described as NE 23-60-13-W4M, which they leased from the County until the lease was terminated by the County effective October 31, 2023. The lands are currently for sale through CLHBid.com and will be up for auction on February 15, 2024. Terms of the agreement between the County and CLHBid.com prevent the removal of fencing/improvements on the lands as they have been advertised by CLHBid.com as being fenced.

**Benefits:** Provide compensation for improvements made by leasee which may have increased the value of the land in a potential sale, which may benefit the County.

**Disadvantages:** County incurs an unbudgeted and unnecessary expense.

**Alternatives:** Approve the request for compensation and determine a fair amount to compensate.

**Financial Implications:** Nil.

**Legislation:** Nil.

**Intergovernmental:** Nil.

**Strategic Alignment:** Nil.

**Enclosure(s):** **Enclosure #1: Letter from Walter & Sheryl Mazur**

**Enclosure #2: Lease Agreement**

Approved by the Interim CAO: [Signature]. Date: January 2, 2024.



# Request for Decision (RFD)

## Enclosure #1: Letter from Walter & Sheryl Mazur

September 2023

Smoky Lake Council


RE: NE 23-60-13-W4M

Dear Councillors,

After receiving and reviewing the notice of "Cancellation of Existing Surface Lease" of NE 23-60-13-W4M and the possibility of the land being sold, we as the current owners would like to propose the reimbursement of the new three strand barbed wire fence that was installed on two sides separating Mr. Smith's lease. In 2015 we began cutting down large trees and brushing in order to gain access by equipment to erect the fence line. This is still an ongoing process to ensure the fence line is being maintained by removing fallen trees from windstorms to date.

Having contacted local contract fencers, the current rate is \$5,000.00 per mile. If the lease land was to sell to another owner, we would like to negotiate a reasonable price for the fence line that was installed. However, we would like the opportunity to re-lease it once again at a reasonable price.

Sincerely,

  
Walter & Sheryl Mazur

Classification: Protected A





# Request for Decision (RFD)

## Enclosure #2: Lease Agreement

Bylaw No. 1214-10

### Schedule "A"

#### SURFACE LEASE AGREEMENT

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ A.D.

**BETWEEN:**

**SMOKY LAKE COUNTY**  
(hereinafter called the "County")

OF THE FIRST PART

**AND**

**Walter & Sheryl Mazur**

**Address: Box 463 Vilna, Alberta T0A 3L0**  
(hereinafter called the "Leasee")

OF THE SECOND PART

\*\*\*\*\*

**WHEREAS**, the County is the owner of the property legally described as:

**NE 23-60-13-W4 - 160.00 acres**

**AND WHEREAS**, the Leasee has made a request to lease the above said land for the purpose of grazing domestic livestock.

**NOW THEREFORE BE IT RESOLVED** that each of the parties of this Agreement agrees with the other to understand and adhere to the following conditions:

1. Pursuant to Section 61 and 425 of the *Municipal Government Act*, R.S.A. Chapter M-26, this lease shall be for a minimum period of **one (1) year**, terminating December 31<sup>st</sup> of each year and be renewed indefinitely subject to Clause 2 of this agreement.
2. **The County does have the option to not renew and/or to cancel this Surface Lease Agreement at any time**
3. The Leasee does have permission to erect a fence on the said property to contain livestock:
  - 3.1 any brush clearing and other land improvements shall require specific Council permission.
4. This lease shall be solely for agricultural purposes.



# Request for Decision (RFD)

Bylaw No. 1214-10

2

- 5. Should the County wish to exercise Clause #2 of this Agreement and if the Lessee has erected a fence, the County shall ask to be removed, as well as any / all other improvements be removed.
  - 5.1 The County shall not be responsible in any manner whatsoever to reimburse the Lessee for any improvements.
- 6. The Lessee shall not have any right or permission to enter into any Agreement with any other person or Company in respect of this property, nor have the any right to any monies or minerals and the right to work same.
- 7. The Lessee shall be required to pay an annual lease payment to the County prior to **November 1<sup>st</sup>** of each year based upon **THREE AND ONE-HALF PERCENT (3.5%)** of the properties assessed value, as per the property tax notice from that year.
- 8. The Lessee shall be required to pay all property taxes on the said lease.
- 9. This agreement shall continue in force for an undetermined period, but may be terminated by the lease giving notice in writing to the County at least **THREE (3) MONTHS** prior to the desired termination date. The County shall have the privilege of cancelling this Agreement at any time.

**IN WITNESS WHEREOF** this Agreement has been duly executed by the parties hereto.

\_\_\_\_\_  
LEASEE

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.5**

Topic: Offer to Purchase County Owned Lands Legally Described as PT. SE 9-58-15-W4M

Presented By: Planning & Development Services

---

**Recommendation:**

1) That Smoky Lake County agree to sell the lands legally described as PT. SE 9-58-15-W4M, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymon Serafinchon, in the amount of \$50,000.00 + G.S.T., for a total sale price of \$52,500.00, and to execute an Agreement to Purchase with Mr. Serafinchon, pursuant to Smoky Lake County Policy No. 61-10: Disposition of County-Owned Property.

**Background:**

A Public Land Sale Tender was 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. On November 24, 2023, Smoky Lake County received the attached Tender from Mr. Serafinchon, for the lands legally described as PT. SE 9-58-15-W4M.

Smoky Lake County established a Reserve Bid of \$50,000.00 for said lands. Mr. Serafinchon's Tender meets said Reserve Bid. There have been no other Tenders submitted in relation to said lands. Mr. Serafinchon owns the remainder of the quarter section that the said lands were subdivided from and if his Tender is successful, he intends to use said lands for grain and hay cropping.

**Benefits:** Revenue & assessment.

**Disadvantages:** Nil.

**Alternatives:** Council discretion to accept the Tender as presented or make a counteroffer.

**Financial Implications:** Small amount of taxes from assessment should the County decide to sell the property in addition to the proceeds of the sale.

**Legislation:** Municipal Government Act.

**Intergovernmental:** Nil.

**Strategic Alignment:** Nil.

**Enclosure(s):**

**Enclosure #1:** Tender dated November 24, 2023.

**Enclosure #2:** Smoky Lake County Policy No. 61-10: *Disposition of County-Owned Property*

Signature of the CAO: 



# Request for Decision (RFD)

**Enclosure #1 – Tender dated November 24, 2023**

Smoky Lake County  
Planning and Development Department  
Box 310  
4612 McDougall Drive  
Smoky Lake, Alberta  
T0A 3C0

ATTN: Jordan Ruegg, Planning and Development Manager

**Jordan Ruegg**  
Planning and Development Manager  
Phone: 780-656-3730 Cell: 780-650-5207  
Toll Free: 1-888-656-3730 Fax: 780-656-3768  
Email: [jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca)

NOV 23 2023



# Request for Decision (RFD)

Raymond Serafinchon  
Box 121  
Bellis AB, T0A0J0

November 24, 2023

Smoky Lake County  
Planning and Development Department  
Box 310  
4612 McDougall Drive  
Smoky Lake, Alberta  
T0A 3C0

**Subject : Bid for Property # 4 SE-9-58-15-W4M**

ATTN: Jordan Ruegg, Planning and Development Manager

I would like to place a bid of \$50000.00 for property # 4.

I currently own the quarter that this parcel was subdivided off and would like to purchase this parcel back. My intention is to amalgamate the property back together as one parcel and to use this area as a safer approach to my parcel of land. I will use the property for grain and hay crops.

Please let me know if you have any questions or concerns regarding my bid.

Thank you and I look forward to hearing from you.

Raymond Serafinchon





# Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER# 01-23

## PROPERTY #4 INFORMATION

**Property #4:**

- Legal Description: PT. SE 9-58-15-W4M
- Frontage: Approximately 280m along Township Road 581A
- Shape: Square
- Total Land Area: Approximately 20.04 acres (8.10 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 50,000.00

**NOTE: Smoky Lake County provides no representation or warranty in regards to the presence or absence of any environmental contamination or hazardous substances, soil conditions, accessibility or suitability for development. Any Applicant that submits a Tender does so at his or her own risk. Furthermore, the County accepts no responsibility for damage or contamination of the Lands after this Public Land Sale Tender has been issued.**

**Legal Description & Land Title:**

The Lands are legally described as follows:

LINC #: 0038 921 664  
Title: 212 175 589 +1  
Short Legal: 4;15;58;9;SE

**Legal Description:**

MERIDIAN 4 RANGE 15 TOWNSHIP 58 SECTION 9 ALL THAT PORTION OF THE SOUTH EAST QUARTER DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH A LINE DRAWN PARALLEL TO THE NORTH BOUNDARY OF THE SAID QUARTER SECTION AND 33 FEET PERPENDICULARLY DISTANT SOUTHERLY THEREFROM, THENCE SOUTHERLY ALONG THE SAID WEST BOUNDARY 990 FEET, THENCE EASTERLY AND PARALLEL TO THE SAID NORTH BOUNDARY 912 FEET, THENCE NORTHERLY AND PARALLEL TO THE SAID WEST BOUNDARY 957 FEET, THENCE EASTERLY AND PARALLEL TO THE SAID NORTH BOUNDARY TO A POINT ON THE EAST BOUNDARY OF THE SAID QUARTER SECTION, THENCE NORTHERLY ALONG THE SAID EAST BOUNDARY TO INTERSECTION WITH THE SAID LINE DRAWN PARALLEL TO THE SAID NORTH BOUNDARY AND 33 FEET PERPENDICULARLY DISTANT SOUTHERLY THEREFROM, THENCE WESTERLY ALONG THE SAID PARALLEL LINE TO THE POINT OF COMMENCEMENT.  
THE LAND HEREBY DESCRIBED CONTAINING 8.92 HECTARES (22.04 ACRES) MORE OR LESS.  
EXCEPTING THEREOUT:

	HECTARES (ACRES) MORE OR LESS
A) PLAN 2121870 SUBDIVISION	0.81 2.0 (ROAD ONLY)

EXCEPTING THEREOUT ALL MINES AND MINERALS

23 2023



# Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER# 01-23

## TENDER SUBMISSION FORM

(This page **must be** completed and submitted as part of your Tender)

### Applicant Covenant:

I/We, the undersigned authorized signing officer(s) of the Applicant, hereby declare that no person, firm or corporation other than the one represented by the signature(s) below, has any interest or claim in this submission.

I/We further declare that all statements, schedules and other supporting information provided in this Tender are true, complete and accurate in all respects to the best knowledge and belief of the Applicant.

I/We further declare that this Tender is made without collusion, connection, knowledge or comparison of figures or arrangement with any other company, firm or persons making a Tender and is in all respects fair.

I/We understand that this may result in the rejection of our Tender if this declaration is found to be untrue.

LEGAL NAME OF INDIVIDUAL OR ORGANIZATION/COMPANY

Raymond EDWARD Serafinchen

MAILING ADDRESS

Box 121

CITY

Baldy ALBERTA

POSTAL CODE

T0A 0S0

NAME OF CONTACT PERSON

Raymond Serafinchen

PHONE NUMBER



FAX NUMBER (OPTIONAL)

CELLULAR NUMBER (OPTIONAL)

E-MAIL ADDRESS

ray.seraf@gmail.com

SIGNATURE OF AUTHORIZED OFFICIAL

PRINT NAME

Raymond Serafinchen

DATE

Nov 22/23





# Request for Decision (RFD)

## Enclosure #2: Agreement to Purchase

### AGREEMENT TO PURCHASE

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2024.

#### BETWEEN:

**RAYMOND SERAFINCHON**  
Box 121  
Bellis, AB, T0A 3J0  
Phone: 780-656-0390  
(hereinafter called "the Purchaser")

**OF THE FIRST PART**

**- AND -**

**SMOKY LAKE COUNTY**  
4612 McDougall Drive, PO Box 310  
Smoky Lake, AB T0A 3C0  
Phone: 780-656-3730  
(hereinafter called "the Vendor")

**OF THE SECOND PART**

\*\*\*\*\*  
WHEREAS, the Purchaser agrees to purchase the lands legally described as:

**Legal Land Description:  
PT. SE 9-58-15-W4M**

(hereinafter called "the Lands")

AND WHEREAS the Vendor and the Purchaser wish to enter into an Agreement regarding the sale of said Lands.

THE PARTIES of this Agreement, in consideration of the promises and the mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

1. The Vendor provides no representation or warranty in regard to the presence or absence of any environmental contamination or hazardous substances, soil conditions, or suitability for development on said Lands. Each Parcel is sold on an "as is" basis and the Purchaser is purchasing the Parcel(s) at his own risk.
2. No terms or conditions of final sale will be considered other than those specified by Vendor under this Agreement.





# Request for Decision (RFD)

3. The Purchaser shall pay the Vendor the purchase price, in full, at the time of signing this Agreement. Purchase price: **\$52,500.00 (\$50,000.00 + \$2,500.00 G.S.T. Outstanding Balance = ~~\$52,500.00~~ due at the time of signing this Agreement.**
4. Due to the delays experienced in processing land transfer documents at the Land Titles Office, the Vendor agrees that it may provide its signature to an application for a Development Permit application and/or any Safety Codes Act Permit application, should said applications be submitted by the Purchaser prior to the land transfer being registered by the Land Titles Office.
5. The Purchaser shall be responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property and for any other costs associated with the sale.
6. Applicants who rescind their land purchase application after it has been accepted (by resolution of Council) will be subject to an administrative processing fee of \$200.00.
7. Applicants owing overdue debts with the municipality will not be considered for approval until all debts have been paid to the County.
8. Applicants who are under litigation with the municipality will not be considered for approval until the case has been resolved with the County.
9. All fees, including hiring a solicitor to complete the transfer said lands, are to be paid by the Purchaser.
10. The Purchaser will be responsible for obtaining all necessary development, building, and other related permits if the Purchaser desires to proceed with development on said lands.
11. Failure to adhere to all conditions outlined in this Agreement will result in a non-refundable administrative fee as stated in Section 6 of this Agreement.
12. This Agreement shall not be assignable by the Purchaser.
13. The County has the legal right to sell the said Lands and to rescind its offer to sell said Lands at any time prior to this Agreement being signed and executed and prior to the Transfer of Land being finalized at the Land Titles office.
14. This Agreement is for the benefit of, and shall be binding upon, heirs, executors, administrators and assigns of the individual parties and the successors and assigns of corporate parties.
15. Any notices required by one party to be given to the other shall be given at the following addresses:

**RAYMOND SERAFINCHON**  
Box 121  
Bellis, AB,  
T0A 3J0



# Request for Decision (RFD)

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

IN WITNESS WHEREOF the Parties here have caused their signatures to be hereunto affixed the day and year first above written.

**SMOKY LAKE COUNTY**

\_\_\_\_\_  
**LYDIA CIELIN**  
**INTERIM CHIEF ADMINISTRATIVE**  
**OFFICER**

\_\_\_\_\_  
**LORNE HALISKY**  
**REEVE**

\_\_\_\_\_  
**WITNESS**

}

\_\_\_\_\_  
**RAYMOND SERAFINCHON**





# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.6**

Topic: Policy Statement No. 62-12-03: Clubroot

Presented By: Agricultural Department

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**Recommendation:**

**That Smoky Lake County Policy Statement No. 62-12-03: Clubroot, be amended, as recommended by Smoky Lake County's Agricultural Service Board on December 12, 2023, Motion #07-23.**

**Background:**

Smoky Lake County Agricultural Service Board amended Policy Statement # 62-12 Clubroot in 2019. The amendments were to include a more thorough sampling method, as well as a Clubroot Management Agreement. These changes were made to allow us to work with producers on their Clubroot issues rather than having to issue a notice.

In addition to completing our own sampling we contribute to Dr. Strelkov's research by giving them our internal information from our positive samples. We are also fortunate to have Victor Manolii a Plant Pathology Technician from the University of Alberta join us periodically to carry out clubroot samples for his research, which is in conjunction with Dr. Strelkov's. (see attachment #1). We also do Clubroot and Blackleg samples for Alberta Agriculture and Irrigation that gets sent to their research facility in Brooks to be used in their research. This policy has not been reviewed since 2019.

**Benefits:**

The current method of sampling allows us to work with producers by entering into an agreement with them rather than enforcing a notice via the *Agricultural Pest Act*. The current sample size of 100 fields allows us to sample at random a wide range of locations across the County.

**Disadvantages:**

N/A

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Legislation:**

*Agricultural Pest Act.*

**Intergovernmental:**

N/A

**Strategic Alignment:**

N/A

**Enclosure(s):**

1. Policy Statement 62-12: Clubroot
2. RDAR Clubroot Funding
3. Correspondence with Canola Council of Canada

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



# SMOKY LAKE COUNTY

<b>Title: Clubroot</b>		<b>Policy No.: 12-0<del>7</del>4</b>
<b>Section: 62</b>	<b>Code: P-S</b>	<b>Page No.: 1 of 9</b> <span style="float: right;">E</span>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To recognize that Clubroot is a serious problem and Smoky Lake County supports the agricultural community to help minimize the spread of Clubroot which is a pest under the <i>Agricultural Pest Act</i> .
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<b>Policy Statement and Guidelines:</b>	
<b>1. DEFINITION:</b>	
1.1	"Clubroot" is a disease of canola, mustard and other crops in the cabbage family ( <i>Cruciferae</i> ), caused by a parasite of plants ( <i>Plasmodiophora brassicae</i> ) that lives in the soil and characterized by knobby or club-shaped swellings on the roots and premature wilting, yellowing, and stunted growth of aboveground parts.
<b>2. BACKGROUND:</b>	
2.1	Clubroot can spread through spores in the soil or in cruciferous plant material containing galls such as Canola, Mustard, Flixweed, Sherperd's purse, Stinkweed. Resting spores are extremely long lived, surviving in soil for up to 20 years; and are most likely to spread via contaminated soil carried from field to field by equipment. Tillage equipment represents the greatest risk of spreading the disease as soil is frequently carried on shovels and discs from field to field.
<b>3. OBJECTIVE:</b>	
3.1	To minimize the spread and build-up of Clubroot in canola fields through education and awareness.
3.2	To prevent economic loss by employing a Clubroot Management Agreement between agricultural producers who have confirmed Clubroot fields within Smoky Lake County.
<b>4. STATEMENT:</b>	
4.1	The Agricultural Service Board, under the authority of the <i>Agricultural Pest Act</i> , will undertake the following measures to assist in the minimization of Clubroot in canola.
4.1.1	Perform random testing of susceptible crops and confirm suspected infestations through laboratory testing (PCR).

<b>Title: Clubroot</b>		<b>Policy No.: 12-03</b>
<b>Section: 62</b>	<b>Code: P-S</b>	<b>Page No.: 2 of 9</b>

*E*

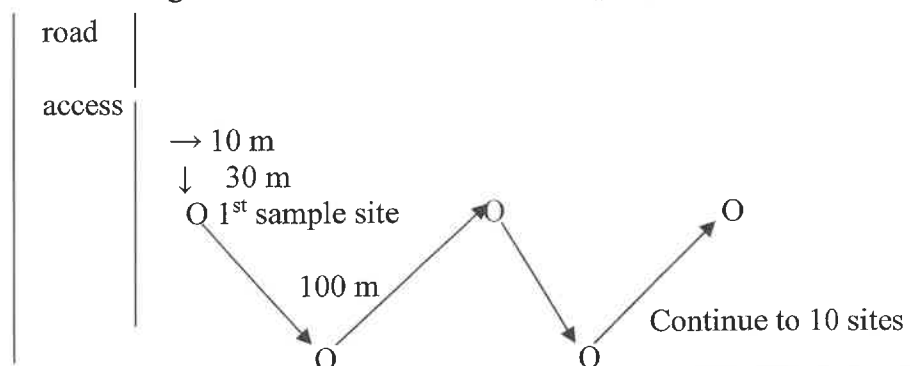
**Policy Statement and Guidelines:**

- 4.1.2 Advertise Public Awareness of County’s random testing program.
- 4.1.3 Implement a Clubroot Management Agreement with agricultural producers based on the Canola Council of Canada Clubroot management recommendations and research.

**5. SURVEY PROCEDURE:**

- 5.1 Clubroot disease development is favored by wet and acidic soil conditions and is mainly spread by movement of soil and infected plant material, as well as run-off water carrying soil.
- 5.2 Symptoms: The spores infect the roots of susceptible hosts, causing the formation of club-shaped galls or swellings that restrict the uptake of water and nutrients by the plant. Above-ground symptoms include yellowing, stunting, premature, ripening and wilting of plants.
- 5.3 Equipment and Materials needed: Clipboard, record sheets, hand towel, garden shears, Ziploc bags, 5% bleach solution, Plastic tray or pail, disposable boot covers, GPS Unit.
- 5.4 Clubroot field inspections will be conducted randomly by the appointed agricultural pest inspectors.
- 5.5 Agricultural Services Department Clubroot survey methods, reporting form and calculation of disease incidence will follow standard protocols as recommended by the Alberta Clubroot Management, *as per Schedule “A”:* **Clubroot Survey Form.** The standard survey method is as follows: Scout for Clubroot by visually inspecting canola/mustard/cole crop roots for galls. As symptoms may take 6-8 weeks to develop, they are most detectable later in the summer (late July or August). Do not drive into field or access, but park on the road whenever possible.

- 5.5.1 Put on new disposable boot covers. Survey the field in a “W” pattern, sampling 10 plants at each of 10 equally spaced sites along the arms of the W. Begin 30 m to the right of the field access. 10 m from field edge and allow 100 m between sampling points.



<b>Title:</b> Clubroot	<b>Policy No.:</b> 12-03
<b>Section:</b> 62	<b>Code:</b> P-S
	<b>Page No.:</b> 3 of 9

E

<b>Policy Statement and Guidelines:</b>	
5.5.2	At each sample site, dig up roots from 10 plants and shake off excess soil. Examine roots for presence of galls. Record sample site location and findings on Clubroot survey form. Fields where infection is found or suspected, collect 5 – 10 root specimens, by cutting off stems and placing roots in a Ziploc bag labeled with field location and date surveyed. Retain sample for submission to lab for conformation.
5.5.3	Prior to leaving potentially infested field, discard disposable boot covers into garbage bag and incinerate later. Disinfect sampling tools with bleach solution.
<b>6.</b>	<b>NOTIFICATION PROCESS:</b>
6.1	When land is verified positive for Clubroot, the landowner will be notified via phone and in writing , as per <i>Schedule “B”</i> : <u>Notification To Landowner Of Clubroot</u> if an agricultural producer is found not adhering to their Clubroot Management Agreement, Checklist a legal notice in accordance with the Province of Alberta <i>Agricultural Pest Act</i> , as per <i>Schedule “C”</i> : <u>Legal Notice To Control Pests</u> may be issued. Agricultural producers will be required to meet with the Agricultural Fieldman within 60 days of receiving the letter and complete <i>Schedule “D” Clubroot Management Agreement Checklist</i> and have it signed and returned within 60 days.
6.2	If a host crop is sown on land that has Clubroot and a notice has been issued on this property restricting the growth of host crops, the host crop shall be destroyed.

	Date	Resolution Number
Approved	June 11, 2009	# 556-10 - Page # 8996
Amended	November 6, 2014	# 118-14 - Page #11462
Amended	February 19, 2019	# 388-19 - Page #13475

June 11 2024



SCHEDULE "A"

AGRICULTURAL SERVICE BOARD CLUBROOT SURVEY FORM

Surveyor name: \_\_\_\_\_

Municipality: Smoky Lake County

Field location: (Legal Property): \_\_\_\_\_  
Section Quarter Township range Median

Name of producer farming that field: \_\_\_\_\_

Date surveyed: \_\_\_\_\_

Crop Cultivar: \_\_\_\_\_

Previous crops: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

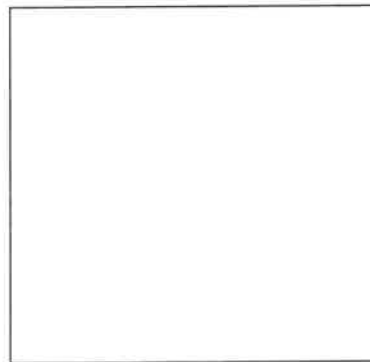
Article 1. Survey results

Strictly according to protocol (sample 10 plants at each of 10 sites using W pattern).

Clubroot Found

Yes

No



# of positive sites / 10: \_\_\_\_\_

Lab Test Confirmation: \_\_\_\_\_

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Draw map of field and landmarks with sampling points*

Date: \_\_\_\_\_

Inspector \_\_\_\_\_



## SCHEDULE "B"

NOTIFICATION TO LANDOWNER OF CLUBROOT

Date:

Dear Agricultural Producer,

**RE: Random Clubroot Survey Results**

During Smoky Lake County's annual Clubroot surveying program, we have identified Clubroot on the **Legal Land Description**. Please note Clubroot is a serious disease affecting canola, if the disease is not managed properly it will continue to spread and overtime severely decrease yield in future canola crops. Smoky Lake County holds the right to issue a Clubroot Notice restricting the growth of canola, but we much prefer to work with producers first. Attached to this letter is a Clubroot Management Plan of Alberta, along with the 20/20 seed lab report confirming the presence of Clubroot, and a Clubroot Management Agreement Checklist that **MUST** be returned to Smoky Lake County's Office within **60 days** of this letter being issued. This Clubroot Management Agreement Checklist must be reviewed and signed off by the Agricultural Fieldman Certified Crop Advisor and/or Agrologists. A list of these professionals in your area are attached.

Please understand we want to work with agricultural producers first and foremost, as we are here to provide support to the Agricultural Community as a whole. Please You are required to notify any renter or lease holders of this property if you are not currently farming the property yourself.

If you have any questions with any of the attached information or forms, please do not hesitate to contact me directly.

Sincerely,

Agricultural Fieldman

SCHEDULE "C"

LEGAL NOTICE TO CONTROL PESTS

Agricultural Pests Act
Section 6(1) - Form 2

PEST AND NUISANCE CONTROL REGULATION

To: Name: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_
Box City or Town Postal Code

You are hereby notified that the \_\_\_\_\_ quarter of section \_\_\_\_\_ township \_\_\_\_\_ range \_\_\_\_\_ west of the 4th meridian, Alberta, as indicated on the diagram below, contains Clubroot, which has been declared a pest by the Pest and Nuisance Control Regulation made under the Agricultural Pests Act, and you are directed to take the following measures:

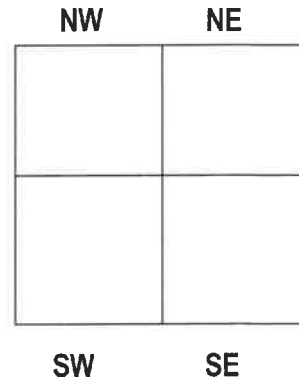
1. Do not plant canola on \_\_\_\_\_
Legal Property
until \_\_\_\_\_.
Year

2. Keep \_\_\_\_\_
Legal Property
free of volunteer canola, wild mustard and shepherds purse or any other host vegetation.

3. Use direct seeding and any soil conservation practices to minimize soil movement.

4. Clean soil and crop debris from field equipment before entering or leaving all fields.

5. Avoid the use of straw, hay, greenfeed, silage or manure from the \_\_\_\_\_
Legal Property



IMMEDIATE CORRECTIVE ACTIONS: \_\_\_\_\_

TO BE COMPLETED BY: \_\_\_\_\_

All of the above measures must be completed within \_\_\_\_\_ years from the date of issue of this notice, failing this action may be taken in accordance with the legislation referred to above.

This notice is issued under Section 12(1) of the Agricultural Pests Act. An appeal against this notice may be served on the municipal secretary, accompanied by a deposit of \$100.00, before the expiry of the time stated above or the period of 10 days from service of the notice, whichever expiry date occurs first and otherwise made in accordance with the Agricultural Pests Act.

\_\_\_\_\_  
Date of Issue

\_\_\_\_\_  
Inspector - Smoky Lake County  
Telephone Number: 780-656-3730

c.c. Renter/Leasee (if different from the Landowner)

**SCHEDULE "D"**

**Clubroot Management Agreement Checklist** 

This Clubroot Management Agreement is for developing a proactive management plan with the help of a Certified Crop Advisor or Agrologist to reduce or keep spore levels low and to minimize yield loss due to Clubroot.

For each section below, please fill out all required information for all management strategies. The strategies listed as ~~Required~~ Recommended are the minimum requirements that Smoky Lake County suggests ~~must~~ be included. Additional strategies can be included wherever feasible and possible. For in depth information on Clubroot management strategies, please refer to the Alberta Clubroot Management Plan, the Alberta Canola Council or your professional advisor.

**Agricultural Producer Information**

Date: \_\_\_\_\_

Landowner or Lease Holder Name: \_\_\_\_\_

Certified Crop Advisor: \_\_\_\_\_

Field location: (Legal Property): \_\_\_\_\_  
Section Quarter Township Range Median

Field location: (Legal Property): \_\_\_\_\_  
Section Quarter Township Range Median

**Part 1: Crop Rotation**

Crop Rotation has proven to lower spore loads in the soil with a minimum of a three year rotation. Longer rotations are encouraged in fields with high disease severity.

Indicate which crop rotation interval will be followed:

- Three-year rotation (two year break) – ~~Required~~ Recommended
- Four-year rotation (three year break)
- Perennial forage crop for more than two years
- Other- please indicate \_\_\_\_\_

**Part 2: Variety Selection**

Select all strategies that will be used:

- Only Clubroot-resistant varieties in Clubroot confirmed fields will be grown – ~~Required,~~ Recommended
- Use of Clubroot-resistant varieties in all canola fields
- Rotating Clubroot varieties with multi-genetics varieties
- Seeding Canola earlier

**Part 3: Weed Management**

Select all weed management strategies that will be used:

- Control of volunteer crops including: Canola, Camelina, Mustard or other Clubroot susceptible hosts ~~Required~~ Recommended
- Control of cruciferous weeds throughout all rotations ~~Required,~~ Recommended
- Rotating herbicide programs within Canola varieties ex. Liberty, Roundup, Clearfield

**Part 4: Small Clubroot Patch Management**

- Hand pulling and safely disposing of all Clubroot-infected plants
- Liming of soil in Clubroot-infected patches to increase pH 7.3
- Soil testing to monitor Clubroot spore levels
- Seeding known Clubroot patches last

**Part 5: Reducing Soil Movement**

Please indicate all the ways that soil movement will be minimized:

- Seed grass in the field entry way to reduce spore or as an area for cleaning equipment
- Create separate entrance and exits away from existing field entrances
- Remove large clumps of soil from equipment
- Wash and sanitize with bleach when possible
- Visit Clubroot infected fields last
- Require others (industry) to implement a biosecurity protocol
- Use of soil conservation practices, such as zero till or minimum tillage- ~~Required~~ Recommended

- Minimize traffic in fields, especially during wet conditions
- Discourage recreational vehicles from crossing land with signage, fencing and gates

Section 62

Policy 12-03

**Part 6: Disclosure of Clubroot Infestation and Biosecurity**

- Notification of all occupants, renter and easement holders who have access to land- **Required**
- Notification and disclosure to contracted services and or other parties accessing the land- **Required**
- Disclosure that Clubroot is present to when the land is sold or rented to other parties

**Part 7: Clubroot Scouting and Monitoring**

- Continued monitoring of spore levels in soil and scouting for visible symptoms on plants in fields that have confirmed clubroot
- Continued scouting in other fields rented or owned

**Part 8: Declaration**

**I declare that I have answered the above to the best of my ability and will adhere to the required clubroot management strategies, as a minimum, to keep Clubroot spore levels low.**

**Landowner/Renters Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Certified Crop Advisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Agricultural Fieldman Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please return this agreement to the Smoky Lake County office within 60 days of receiving your Clubroot notification letter. For further information regarding this matter please contact the Agricultural Services Department at (780) 656-3730.

Physical Address: 4612 McDougall Drive  
Smoky Lake, AB

Mailing Address: Box 310  
Smoky Lake, AB  
TOA 3C0

Attachment #1



[Home](#) / [News & Updates](#) / RDAR Announces \$833,000 Investment for Canola Clubroot Research

## NEWS & UPDATES

# RDAR ANNOUNCES \$833,000 INVESTMENT FOR CANOLA CLUBROOT RESEARCH

2023-08-04



Clubroot (*Plasmodiophora brassicae*) is a critical disease in canola that threatens a crop that contributed \$12.9 billion (2022) in exports to Canada's economy (AB \$4 billion). By infecting the plant's root, clubroot disrupts water and nutrient uptake, resulting in stunted growth, reduced seed quality, and significant yield losses of up to 50%.

RDAR, the Alberta Canola Producers Commission, and the Saskatchewan Canola Development Commission (SaskCanola) awarded \$1.25 million to Dr. Stephen Strelkov, Professor of Plant Pathology at the University of Alberta, to lead an expert team in:

- Breeding resistance into new crop varieties.
- Developing new ways to control the pathogen.
- Identifying clubroot resistance genes.

As part of this comprehensive five-year project (2023 – 2028), Dr. Strelkov's team will contribute to the sustainable long-term control of clubroot and improved resistance stewardship, helping producers manage and reduce clubroot spores contaminating their fields. It is important to note that clubroot not only affects field productivity but also land value since buyers and renters perceive the clubroot-infested land to be less desirable.

*"Clubroot is a constant threat to Alberta's canola growers, and we are glad to see so many organizations come together to fund this project. It will look at multiple ways to reduce its impact and stem its spread across the prairies, and I look forward to the wide-ranging benefits for the sector."*

**RJ Sigurdson, Minister of Agriculture and Irrigation**

*"Clubroot remains a significant risk to canola production in the prairies. This research initiative has the potential to enhance the strength and lifespan of clubroot-resistant traits by presenting canola breeders with new genes and tools. The ultimate goal is to provide more comprehensive resistance options for canola varieties to protect Alberta farm income."*

**Clinton Dobson, RDAR Executive Director, Research**

Current methods for managing clubroot include an "integrated approach" that includes crop rotation, soil supplements, and sanitizing machinery. Combining these methods and strategies with newly developed resistant canola varieties can give canola producers an added layer of protection for clubroot control.

*"We are very grateful for the support for this project. This funding will make an important contribution to the sustainable long-term management of clubroot of canola."*

**Lead Investigator Dr. Stephen Strelkov**

Learn more about this project [here](#).

#### **Industry Quotes:**

*"Alberta Canola is looking forward to working with Dr. Strelkov and his team: Dr. Hwang, and Dr. Fredua-Agyeman, while partnering with RDAR and SaskCanola, to better understand the gene function of clubroot resistance. Clubroot continues to be a major threat to canola production across the prairies. This project can potentially increase the durability and longevity of clubroot resistant genetics by providing novel tools and genes – ultimately, enabling a more robust resistance package in canola varieties to farmers."*

**Alan Hampton, Alberta Canola Research Chair**

*"SaskCanola is pleased to partner with RDAR and Alberta Canola to fund this important canola research project. The results of this clubroot resistance genetics project will continue to expand our knowledge and industry adoption of novel resistance in new varieties, which is key to ensuring that growing canola continues to be a sustainable crop for Saskatchewan farmers."*

**Codie Nagy, SaskCanola Research Chair**

#### **About RDAR**

RDAR's mandate is to target strategic investments in producer-led, results-driven agriculture research to power the competitiveness, profitability, productivity, and sustainability of Agriculture in Alberta. As a not-for-profit corporation, RDAR's funding comes from the Government of Alberta, and the Governments of Canada and Alberta through the Sustainable Canadian Agricultural Partnership Program.

#### **About Alberta Canola**

The mission of Alberta Canola is to support the long-term success of canola farmers in Alberta through research, extension, consumer engagement, and advocacy.

#### **About SaskCanola**

Our vision is growing producer prosperity. Our mission is to provide value to canola producers through research, advocacy, and market development.

#### **RDAR Media Inquiries:**

Janada Hawthorne

Communications Lead

RDAR | Results Driven Agriculture Research

780-903-2734

[janada.hawthorne@rdar.ca](mailto:janada.hawthorne@rdar.ca)

**Amanda Kihn**

---

**Subject:** FW: 2020 Clubroot Survey Data Request  
**Attachments:** ClubrootSurveyForm(1).xlsx

**From**  
**Sent:** November 6, 2023 3:18 PM  
**To**  
**Subject:** Re: 2023 Clubroot Survey Data Request

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

Hi Amanda,

I hope all is well with you.

Two things:

First: how many NEW positive clubroot infested fields were found in your municipality in 2023?

The second request comes from one of our postdoctoral fellows (Dr. Yoann Aigu), who is working on a project that aims to predict the spreading of clubroot. In order to complete his work, he needs data from counties/MDs. Please see Yoann's message to you along with the Excel File attached below. We understand that it will take some time to fill out the requested spreadsheets, but we would appreciate your help. If he is successful, this could be beneficial for all of us.

Thank you so much in advance for your help and assistance. Also, please respond to these 2 requests separately.

Sincerely,  
Victor

**PS: Yoann's message:**

"To facilitate the compilation of the data generated by the clubroot survey that you perform every year, we decided to standardize the data recording. We included a form that you can fill following the instruction included into the readme sheet.

All the specific location of the clubroot infested field will remain private. None of the maps that we are generated using these data allows to specifically identify the infested fields.

In addition to the clubroot spread maps, we are also working on a mathematical model to predict the areas where the clubroot is susceptible to spread next year. To quantify the robustness of this model, we need more detail about your previous clubroot surveys, including the number of fields surveyed per year (Field survey sheet). We know that clubroot survey is time consuming and because of that it is impossible to survey all the canola fields. However, all the information that you can share with us will greatly improve our capacity to predict the future of that spread."



## Carleigh Danyluk

---

**From:** Carleigh Danyluk  
**Sent:** Wednesday, November 29, 2023 11:19 AM  
**To:** Carleigh Danyluk  
**Subject:** RE: Clubroot Management Recommendations

**From:** Carleigh Danyluk  
**Sent:** Wednesday, November 29, 2023 11:14 AM  
**To:** Carleigh Danyluk <[cdanyluk@smokylakecounty.ab.ca](mailto:cdanyluk@smokylakecounty.ab.ca)>  
**Subject:** Re: Clubroot Management Recommendations

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

Hi Carleigh,

I don't see any changes needed to your document. I've attached a slide with our current CCC messaging on clubroot if you ever wanted to reference it. It's also available on [www.clubroot.ca](http://www.clubroot.ca)

Please feel free to reach out anytime with any clubroot questions I can help with.

Thanks!

Marissa

---

**From:** Carleigh Danyluk <[cdanyluk@smokylakecounty.ab.ca](mailto:cdanyluk@smokylakecounty.ab.ca)>  
**Sent:** Wednesday, November 29, 2023 8:21 AM  
**To:**  
**Subject:** RE: Clubroot Management Recommendations

Morning Marissa,

Nice to meet you as well! Thank you so much I really appreciate it.

I have attached a copy for you to have a look at. 😊

Talk soon,



**Carleigh Danyluk**  
*Agricultural Fieldman*  
p:780-656-3730 or toll free 1-888-656-3730  
c:780-650-5409  
4612 - McDougall Drive, PO Box 310  
Smoky Lake, Alberta, T0A 3C0

ᑭᓴᓴᓱᓱ ᓴᑭᓴᓱᓱ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.*

**From:**

**Sent:** Wednesday, November 29, 2023 8:14 AM

**To:** Carleigh Danyluk <[cdanyluk@smokylakecounty.ab.ca](mailto:cdanyluk@smokylakecounty.ab.ca)>

**Subject:** Re: Clubroot Management Recommendations

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

Hi Carleigh,

Nice to meet you! As Jason mentioned, I am the clubroot lead on our team. I'd be happy to review your agreement if you'd like.

Thanks!

Marissa

---

**From:** Carleigh Danyluk <[cdanyluk@smokylakecounty.ab.ca](mailto:cdanyluk@smokylakecounty.ab.ca)>

**Sent:** Tuesday, November 28, 2023 5:33 PM

**To:**

**Cc:**

**Subject:** Re: Clubroot Management Recommendations

Thanks Jason, I appreciate it.

Carleigh

On Nov. 28, 2023 4:28 p.m.,

> wrote:

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

Hi Carleigh

thanks for reaching out I will copy my colleague Marissa Robitaille-Balog on this email, she is the Clubroot lead on our team and would be the best one to help out with this question



## CCC Clubroot Key Messaging

- Keep it **LOW**
  - Scout frequently - diligent scouting and plant pulling to catch early infestation especially in high traffic or moisture prone areas
  - Crop rotation - maintain a minimum two-year break between canola crops (1 in 3 -year rotation)
  - Grow CR- grow CR varieties on every acre as part of an IPM strategy
  - Control weeds - control host brassicae weeds to minimize gall formation and spore release
- Keep it **LOCAL**
  - Reduce tillage - to reduce spread of soil and pathogen within and between fields
  - Biosecurity- prevent introduction and spread of spores by using proper sanitation practices
  - Utilize patch management in small areas with clubroot symptoms
- **PATCH MANAGEMENT**
  - Stake out infested areas to avoid traffic/disturbance of soil through patched area.
  - Control host weeds within patch
  - Apply lime until soil reaches pH of 7.2
  - Seed grass to minimize soil movement. Can break up grass and crop area again once spore loads have lowered based on annual soil testing. Length of time dependent on level of infestation.



# Request for Decision (RFD)

Meeting Date: ~~Wednesday~~ <sup>Thursday</sup>, January 11, 2024

Agenda Item: # **7.7**

Topic: Alberta Invasive Species Council Sponsorship

Presented By: Agricultural Department

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## Recommendation:

**That Smoky Lake County sponsor a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species, as recommended by Smoky Lake County's Agricultural Service Board, on December 12, 2023, Motion #ASB16-23, in response to the letter received from Megan Evans, Executive Director, Alberta Invasive Species Council, dated November 23, 2023.**

## Background:

Smoky Lake County has supported the Alberta Invasive Species Council (AISC) from 2014-2021. The AISC does an excellent job of providing non-biased information on invasive species and its resources are utilized by many Agricultural Fieldman in their efforts to promote education and awareness of noxious weeds and enforce provincial legislation. The irreplaceable information and resources provided by the AISC allows municipalities across the province to provide services, policies and education for agricultural families, businesses, and the public. Smoky Lake County sends out AISC weed fact sheets with every Weed Inspection information package that is sent out to landowners with weed issues on private land. AISC staff have also attended Smoky Lake County events in the past with a tradeshow booth promoting themselves and answering landowner questions. They facilitate the biocontrol release program in the Province and have been a wealth of knowledge in answering any questions we have regarding our Leafy Spurge Beetles. The AISC trains Fieldman at no cost to perform Weed Free Forage Program inspections to offer to landowner that want their hay certified weed free.

## Benefits:

It shows the level of dedication Smoky Lake County has to promoting and supporting invasive species management. Smoky Lake County will receive member rates for the AISC Conference and member rates on any weed awareness materials purchased through their online store.

## Disadvantages:

None

## Alternatives:

None

## Financial Implications:

\$1000 from the Agricultural Department extension budget.

## Legislation:

*Weed Control Act of Alberta, Agricultural Pest Act*

## Intergovernmental:

*(Describe any intergovernmental involvement and/or implications related to or affecting the recommendation or select from dropdown)*

## Strategic Alignment:

*(Select the Strategic Plan Priority that this topic is associated with)*




# Request for Decision (RFD)

**Enclosure(s):**

Letter received from Megan Evans, Executive Director, Alberta Invasive Species Council

RE: Sponsorship

AISC Fact Sheets

Signature of the CAO: 



PO Box 1925  
Blairmore, AB,  
TOK 0E0  
www.abinvasives.ca



November 9, 2023

Carleigh Danyluk  
Smoky Lake County  
P. O. Box 310  
Smoky Lake, AB T0A 3C0

Dear Carleigh,

Thank you for your dedication to protecting Alberta from the impacts of invasive species!

Invasive species pose a major risk to biodiversity and are estimated to cost the Alberta Economy over \$2 billion each year. The Alberta Invasive Species Council (AISC) is a non-profit organization that shares your goal to combat invasive species. We provide important invasive species resources such as factsheets, photo galleries, webinars, workshops, reporting apps, distribution maps, training, and more to facilitate management by invasive species practitioners and to increase awareness among the public.

As a non-profit, we rely on the support of organizations like yours to carry out our important work. Your contribution enables us to make a tangible difference and to continue to provide important resources and training. Without support from organizations like yours, the AISC would not be able to continue this important work.

Here are some highlights of accomplishments that, with your support, we made in 2023:

- **Strengthening our team:** We welcomed two new staff members, Chelsea Currie and Brenna Pavan! Chelsea and Brenna will work with Megan and Paige to deliver the AISC's programs and to build capacity and programming to combat aquatic and terrestrial invasive species.
- **Enhance AISC Member experience:** We launched a new AISC Member Portal, designed to facilitate communication between members, simplify renewals, enhance and simplify event registration, and offer exclusive access to AISC member resources such as our newsletter archive and member pricing in our store.
- **Community engagement:** We successfully wrapped up our Canadian Agriculture Partnership grants to promote the 'Squeal on Pigs!' campaign and revitalize the Alberta Certified Weed Free Forage Program. We applied for additional funding and were successful in securing funds to rebrand our beloved 'Squeal on Pigs!' pig to align with new national branding standards.



- **Annual Conference and AGM:** Our 10<sup>th</sup> Annual Conference and AGM boasted our highest turnout ever, with almost 300 attendees at Olds College. There were 20 oral presentations, in addition to several poster presentations, an appearance by Tank, the AISC's Don't Let It Loose Mascot, and social networking opportunities. It was SO GREAT to see everyone in person!
- **Invasive species detection, mapping, and monitoring:** We encouraged the public to take action by reporting Invasive species using the free Early Detection and Distribution System Mapping (EDDMapS) app. Additionally, we offered the EDDMapS Pro and ISM Track tools and resources to professionals and practitioners. We created **distribution maps** for all invasive species reported through EDDMapS, with 1,414 reports and 66,133 infested acres reported in 2023 (up to date since October 13).
- **Outreach and advocacy:** We attended over 50 virtual or in-person events to raise awareness of invasive species in Alberta, **directly reaching 10,000 individuals**. Events included, the Alberta Fish and Game Association Annual Conference, the Calgary Boat Show, the Calgary Reptile Expo, and the Pacific North West Economic Region Annual Summit which was attended by MLAs, MPs, and Senators from Alberta and across the Pacific Northwest.
- **Biocontrol initiatives:** We administered the **Alberta Biocontrol Release program**, conducting 76 releases of five different biocontrol agents, providing training to landowners and organizations, and creating and distributing guides on how to release and move these agents.
- **Contribute to research:** In partnership with Agriculture and Agri-Food Canada and the Centre for Agriculture and Bioscience International, we contributed to research for a common tansy biological control agent, thanks to a Saskatchewan Agriculture Development Fund Grant.
- **Educational resources:** We worked on revising our current invasive species factsheets and developed 4 new on goldfish, feral rabbits, climbing nightshade and crayfish.
- **Behaviour change campaigns:** We actively promoted behaviour change campaigns such as 'PlayCleanGo', 'Clean Drain Dry', 'Grow Me Instead' and 'Buy Local, Burn Local', and applied for funding to further grow these programs.
- **Expanded online presence:** Our social media presence saw significant growth, with over 500 new followers on Twitter (1,081) and Instagram (1,362), 2,353 followers on Facebook, and a brand new TikTok Channel that garnered 357 followers in one month, through 11 video posts since creating the account, one of which went viral with **over 502,700 likes and over 700 comments**.
- **Media engagement:** We participated in media interviews with different news agencies and channels, spreading awareness about Invasive species, including the Western Producer, WildTalk TV, and Global News.
- **Collaboration with regional groups:** We actively participated in regional invasive species groups, such as the Southwest Invasive Managers and the Beaver Hills Biosphere Reserve Association's Invasive Species Working Group, Transboundary Feral Swine Working Group, Weed-Free Products Committee Group, Regional Invasive Species Council Meetings, the International Conference on Aquatic Invasive Species, and others, fostering collaboration and knowledge-sharing.





- **Newsletters:** We continued to publish quarterly newsletters, reaching over 1,650 subscribers with the latest invasive species information. We have also contributed an article and advertisement for 'Don't Let it Loose' messaging to the Alberta Conservation Association's Conservation Magazine extending our reach further.
- **Matching your contribution:** As a non-profit organization AISC can use partnership contributions as vital matching funds to secure grant funding, stretching your partnership dollars even further.

If you or your organization has benefited from the AISC's efforts, we invite you to consider a new or continued partnership with our organization for 2024. Please review the partnership options below and discover the perks of becoming an AISC Annual Partner!

Table 1. Highlights of Bronze, Silver, and Gold Level AISC Annual Partner Perks.

Partner Benefit	Bronze Partner (\$1,000)	Silver Partner (\$2,000)	Gold Partner (\$5,000)
Access to over 150 invasive species factsheets.	✓	✓	✓
Access to quarterly electronic newsletters.	✓	✓	✓
Free use of the EDDMapS, EDDMapS Pro, and ISMTrack apps and data downloads.	✓	✓	✓
Opportunity to participate in working groups, and events, or contribute articles to our newsletters.	✓	✓	✓
Recognition on the AISC's website and regular recognition of your generous contribution throughout the year in social media posts, at events, etc.	✓	✓	✓
Logo and recognition in our quarterly newsletter.	✓	✓	✓
Article in the AISC newsletter; choose the topic and provide content on one article per year in consultation with the Editor.	✓	✓	✓
Exclusive access to the AISC's New Newsletter Archive.	✓	✓	✓
Exclusive access to professional development and training events.	✓	✓	✓
Annual AISC memberships (includes 1 vote per member at AGM).	2	3	4
Member rate for the AISC Conference Registration.	2	3	4
Member rate prices on select items in the AISC's online store.	✓	✓	✓
Free conference registration fee.			1





Should you have any questions or wish to explore further partnership opportunities, please do not hesitate to contact us. We're open to discussing new program ideas or partner recognition options to foster even more collaboration.

Together we are stronger in the battle against invasive species! Thank you again for your continued support of the AISC. Your commitment is instrumental in our mission to protect Alberta from the harmful impacts of invasive species, and we could not do the work that we do without you.

Sincerely,

Megan Evans  
Executive Director  
Alberta Invasive Species Council



# 2023 YEAR IN REVIEW

## OUTREACH EVENTS

ATTENDED BY AISC

48

43 IN-PERSON

5 VIRTUAL

10,000+ WEED ID GUIDES

PRINTED IN 2023

## AISC AT A GLANCE

31

SPONSOR ORGANIZATIONS ACROSS ALBERTA

15 BOARD MEMBERS

237 INDIVIDUAL & STUDENT MEMBERS

## CAMPAIGNS

SUPPORTED BY AISC

8

growing instead of spraying



EDD Maps



116 DIFFERENT SPECIES REPORTERS

1,414 EDD REPORTS

EDD FIND • REPORT • TRACK

1073 INFESTED ACRES

## FACTSHEETS

FOR INVASIVE PLANTS, ANIMALS, INVERTEBRATES & DISEASES

150+

45+ VIDEOS

200+ PHOTOS

## SOCIAL MEDIA

STATISTICS

1,650+ NEWSLETTER SUBSCRIBERS

343 POSTS

200,000+ REACH

1073

2344

1073



## WEED FREE FORAGE

73 TRAINED INSPECTORS

21 PARTICIPATING COUNTIES

## ANNUAL CONFERENCE

10<sup>TH</sup>

2 DAYS HELD IN-PERSON

96 APPLICATOR CREDITS OFFERED

105 HOURS OF CONTENT

96 ATTENDEES

10 SPEAKERS



# Common Tansy

*Tanacetum vulgare*

**Provincial Designation:**  
Noxious



Pennington County website ([www.co.pennington.sd.us](http://www.co.pennington.sd.us)).

## Overview:

Common tansy is a perennial forb that reproduces by both seed and short rhizomes (underground horizontal roots). Introduced from Europe in the 1600's, its pungently aromatic foliage has been used medicinally, as an insect repellent, and for embalming.

Common tansy forms dense stands and the plants contain alkaloids that are toxic to both humans and livestock if consumed in large quantities. Cases of livestock poisoning are rare, though, because tansy is unpalatable to grazing animals.

## Habitat:

It grows best in full sun and fertile, well-drained soil.

## Identification:

**Stems:** Stems are branched, erect, often purplish-red, and dotted with glands. There are many stems per plant and grow up to 1.5 m tall.

**Leaves:** Leaves alternate on the stem and

are deeply divided into numerous narrow, individual leaflets with toothed edges.

**Flowers:** Flowers are yellow, numerous, and button-like, occurring in dense, flat-topped clusters at the tops of the stems.

**Seeds:** Seeds are yellowish brown achenes with short, five-toothed crowns.

## Prevention:

Because of its long medicinal and horticultural use, Common tansy is still available in plant nurseries and from herbal remedy suppliers. Gardeners should not purchase or grow Common tansy.

## Control:

**Grazing:** Common tansy is unpalatable to cattle and horses, but sheep and goats are reported to graze on it.

**Cultivation:** Since this plant is rhizomatous, flowering stems can re-grow from severed roots, therefore cultivation is not a control option.

**Mechanical:** Regular mowing can reduce

seed production but must be repeated to eliminate regrowth from rootstock. The most effective control method combines mowing or hand cutting with chemical control and encouraging competition from native vegetation. Repeated stem removal depletes the food energy stored in roots.

**Chemical:** Aminopyralid (alone in a product mix with 2,4-D), Chlorsulfuron (alone or in a product mix with Metsulfuron-methyl), Metsulfuron-methyl (alone or in a product mix with Aminopyralid) and Tribenuron-methyl are registered for use on Common tansy. Always check product labels to ensure the herbicide is registered for use on the target plant in Canada by the Pest Management Regulatory Agency. Always read and follow label directions. Consult your local Agricultural Fieldman or Certified Pesticide Dispenser for more information.

**Biological:** An agent search by CABI Switzerland was initiated in 2006. Since 2007, the Common Tansy Consortium (numerous American and Canadian organizations including the Alberta Invasive Species Council) has been funding research. The chemical

*continued next page*

# Common Tansy (Continued)

variability of common tansy populations is being investigated with respect to host plant acceptance by bio-control agent candidates. A literature review and field surveys have resulted in focus on five potential agents: the flower-feeding moth *Isophrictis striatella*; the stem-mining weevil *Microplontus millefollii*; the root-feeding beetle *Longitarsus noricus*; the leaf-feeding beetle *Cassida stigmatica*; and the stem-mining longhorn beetle *Phytoecia nigricomis*<sup>1</sup>.

---

## REFERENCES

<sup>1</sup> <http://www.for.gov.bc.ca/hra/plants/biocontrol/screenagents.htm#Commontansy>



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.8**

Topic: Grazing School for Women

Presented By: Agricultural Department

---

## Recommendation:

**That Smoky Lake County Council approve to sponsorship "The Original Grazing School for Woman" event scheduled for Saturday, March 2, 2024, in the amount of \$500.00, allocated from the Agricultural Service Board's extension budget.**

---

## Background:

Smoky Lake County Agricultural Department has had a member sit on The Original Grazing School since this Grazing School started 21 years ago. Smoky Lake County is the only municipality on the committee that has not made a monetary contribution in 6 years.

## Benefits:

Supports a committee that Smoky Lake County has sat on and helped build since its formation. This Grazing School for Women (GSFW) offers an opportunity for women in agriculture from the Northeast region to get together and learn from one another's experiences and discuss relevant agricultural topics. There is a wide range of speakers that come to present at the GSFW, everything from calving demos from local veterinarians, to local small businesses such as cheeseries, and of course many different pasture management topics.

Depending on the future of Smoky Lake County's extension programming, the GSFW is a great opportunity for Smoky Lake County to expand their extension programming, and report on this event for the ASB grant Environmental Stream funding.

## Disadvantages:

None

## Alternatives:

Provide Smoky Lake County promotional items.

Sponsor any women from Smoky Lake County that want to attend.

## Financial Implications:

\$500 from the ASB extension budget

## Legislation:

The Grazing School for Women is part of the Agricultural Departments extension events that we report on our ASB grant for the Environmental Stream funding.

## Intergovernmental:

Partnered with: Two Hills County, MD of Provost, MD of Bonnyville, MD of Wainwright, Vermillion River County, Lamont County

## Strategic Alignment:

*(Select the Strategic Plan Priority that this topic is associated with)*

## Enclosure(s):

*(List any supporting documents attached)*

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



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.9**

Topic: Lakeland Agricultural Research Association Partnership

Presented By: Agricultural Department

---

## Recommendation:

**That Smoky Lake County Council adopt the recommendation put forward from the Agricultural Service Board on December 12<sup>th</sup>, 2023 that Smoky Lake County fund individual memberships in the amount of \$200.00 per producer Premise ID Number and/or Farm Fuel Benefit Number, in Year-2024, up to a total County wide maximum funding in the amount of \$30,000.00 to Lakeland Agricultural Research Association (LARA), in lieu of any municipal contribution towards the LARA Year-2024 operating budget; and have the Smoky Lake County ASB provide in-house extension event(s).**

---

## Background:

For the last 9 years Smoky Lake County Agricultural Service Board has partnered with the Lakeland Agricultural Research Association (LARA) to provide unbiased environmental and extension programming to Smoky Lake County's agricultural community. Smoky Lake County has contributed \$55,000.00 of ASB operational funds to LARA annually, since 2015.

November 6, 2014 Smoky Lake County first entered into a contract with LARA.

- That the Smoky Lake County Agricultural Service Board partner with Lakeland Applied Research Association to provide environmental and extension programming for Smoky Lake County residents and increase the 2015 ASB budget by \$55,000; and the Environmental Streamline Program grant funding of \$25,000.00 remain in-house. **Motion #112-14**

Budget amount has remained the same for LARA since the initial contract.

- December 16, 2019 That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County's reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program. **Motion # 294-19**

Following the December 16, 2019 meeting LARA had sent out a newsletter to producers in Smoky Lake County notifying them that Smoky Lake County would no longer be contributing to LARA.

February 24, 2020, 20 Members of the Public entered Council Chambers to attend the meeting and express their concerns about LARA no longer being funded by Smoky Lake



# Request for Decision (RFD)

County.

February 24, 2020

- That Smoky Lake County Council's December 16, 2019 Motion # 294-19: "That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County's reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program.", BE RESCINDED; and, approve to provide Lakeland Agricultural Research Association (LARA) funds for Year-2020 in the amount of \$55,000.00, and proceed to execute a contract with the LARA for the Year-2020 Agricultural Extension Programming. **Motion # 576-20**

Smoky Lake County Agricultural Service Board requested a decrease in funding

- December 14, 2021 That Smoky Lake County's Agricultural Service Board Chairperson attend the next Lakeland Agricultural Research Association (LARA) board meeting in February 2022, for the purpose of requesting a 25% reduction to the Year-2022 County funding contribution in the amount of \$55,000.00 to the amount of \$41,250.00 towards LARA's extension programming services and research with emphasis on cattle production. **Motion #109-21**
- December 14, 2022 Council Meeting **Motion # 202-22** That Smoky Lake County Council **defer** consideration of executing the agreement with the Lakeland Agricultural Research Association for the 2023 year for continued extension programming at a cost of \$55,000, to the January 26, 2023 County Council Meeting.

Agricultural Fieldman was directed to reach out to LARA to inquire about different levels of funding for Smoky Lake County.

- January 26<sup>th</sup>, 2023 That Smoky Lake County Council **defer** the Operational Funding Agreement with Lakeland Agricultural Research Association (LARA), effective January 1, 2023 and expiring on December 31, 2023, with an Extension Programming funding contribution in the amount of \$55,000.00 to LARA for Year-2023 for the continuation of receiving unbiased environmental and extension programming for the Smoky Lake County Agricultural Community. **Motion #315-23**

Council wanted to see the results of the LARA Programming Survey that was conducted by LARA during this timeframe before deciding. This survey was **not** Smoky Lake County specific; it had been put out to the Public, so the results were not entirely relevant.





# Request for Decision (RFD)

- February 14<sup>th</sup>, 2023 That Smoky Lake County execute an agreement with Lakeland Agricultural Research Association (LARA) for Year-2023 and provide funds in the amount of \$55,000.00 to LARA, for the provision of enhanced extension programming to Smoky Lake County producers to meet the County's obligations under the Resource Management Stream of the Provincial Agricultural Service Board (ASB) Grant. **Motion #381-23**
- Smoky Lake County partnered with LARA for the 2022 year with the following outcomes:
  - 44 research trials that composed 1914 research plots – 5 research trials at the Smoky Lake Plot consisting of 247 plots and 1 hemp demonstration.
  - 210 producers attended 28 extension events.
  - 6 Environmental Farm Plans
  - 18 Producers assisted with CAP grant projects.
- In 2023 LARA was amendable to provide an extension-based program for \$30,000. This extension-based program would have no trials within the County but would continue to offer mail-outs of newsletters and other information materials. They would offer at minimum one in person event within the county and continue to support producers one-on-one through phone calls, emails etc. Smoky Lake County would no longer have board representation. Council chose to fund the full amount of \$55,000 for the 2023 year. **Motion #380-23**
- That Smoky Lake County's Agricultural Service Board provide a recommendation to Smoky Lake County, based on survey results, and information collected by Board Member speaking to local producers, in respect to either: fund, not fund, increase, or decrease, the municipal contribution towards the Lakeland Agricultural Research Association (LARA) Year-2024 operating budget, to:
  - fund individual memberships in the amount of \$200.00 per producer Premise ID Number and/or Farm Fuel Benefit Number, in Year-2024, up to a total County wide maximum funding in the amount of \$30,000.00 to Lakeland Agricultural Research Association (LARA), in lieu of any municipal contribution towards the LARA Year-2024 operating budget; and have the Smoky Lake County ASB provide in-house extension event(s). **Motion ##-23**

## **PROPOSAL:**

- Factors to consider if Smoky Lake County Agricultural Service Board doesn't enter into an agreement with LARA.
  - How will we provide extension to our producers? Due to our ASB Grant Agreement with the Province extension still needs to be provided.
  - LARA gives us a bale probe for producers to pick up and use for free.
  - LARA provides unbiased research and advice to producers.



# Request for Decision (RFD)

- With the loss of many Alberta Agriculture experts there are limited free resources to refer producers with questions to. The expertise provided by LARA is valuable to our residents.
- Individual producers can pay to be LARA members for \$200.

## Benefits:

Smoky Lake County will still meet our obligations under the Resource Management Stream of the ASB Provincial Grant.

Our producers will still have access to unbiased research and advice.

## Disadvantages:

Unknown

## Alternatives:

Host events in-house.

No events

Quarterly newsletter

Host events on an as needed/ as 'hot topics' arise.

## Financial Implications:

If Smoky Lake County continues to partner with LARA there are no budget implications. If Smoky Lake County decided to switch their level of service being provided to them by LARA there will be budget implications. If Smoky Lake County decides to terminate their partnership with LARA there will be budget implications.

## Legislation:

Smoky Lake County has an obligation under the Resource Management Stream on the ASB Provincial Grant to provide producers with a form of extension.

## Intergovernmental:

Collaborate regionally with Lac La Biche County, MD of Bonnyville and the County of St. Paul through LARA

## Strategic Alignment:

Education

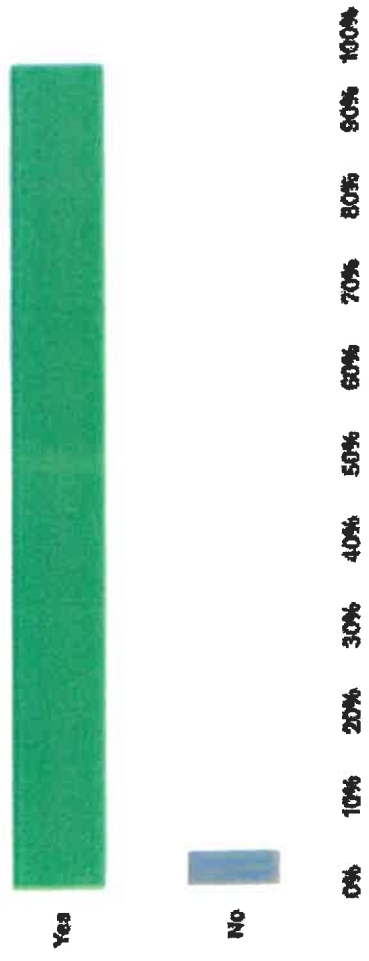
## Enclosure(s):

1. LARA Survey Results
2. LARA Funding Options
3. LARA 2023 Summary
4. LARA 2024 Contract

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

# Do you know what Lakeland Agricultural Research Association (LARA) is?

Answered: 25 Skipped: 0



**ANSWER CHOICES**

ANSWER CHOICES	RESPONSES
Yes	24
No	1

Total Respondents: 25

Q2

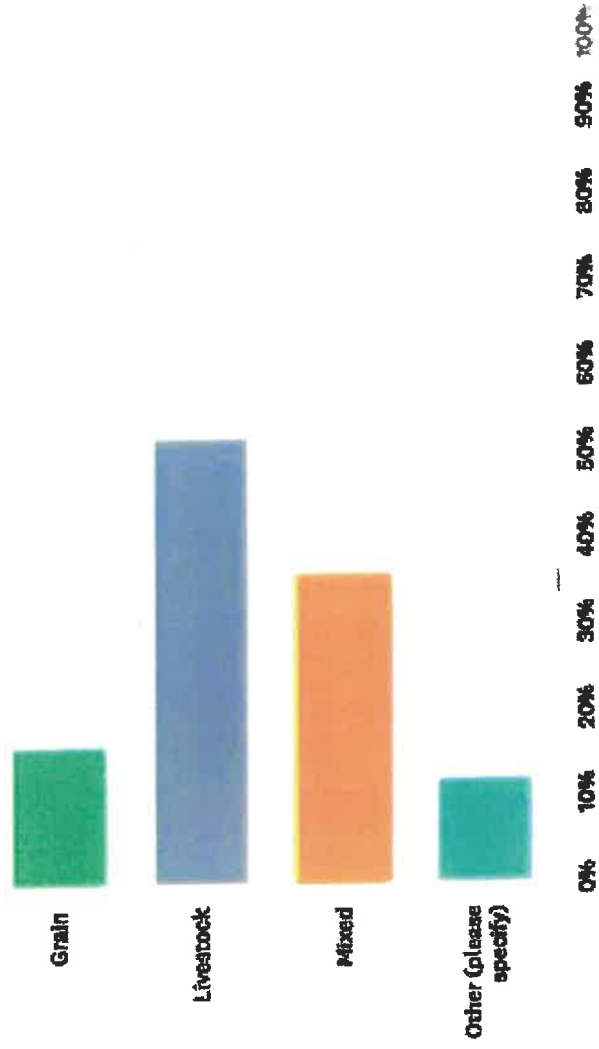


Customize

Save as ▾

## What kind of producer are you?

Answered: 25 Skipped: 0



### ANSWER CHOICES

- ▾ Grain
- ▾ Livestock
- ▾ Mixed
- ▾ Other (please specify)

Total Respondents: 25

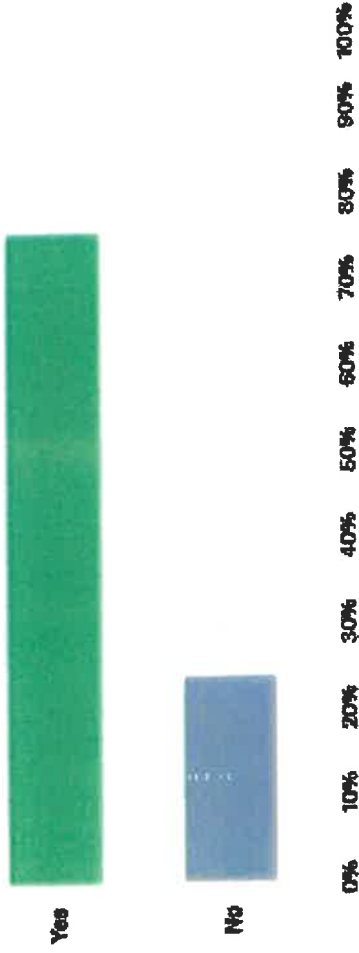
### RESPONSES

ANSWER CHOICES	RESPONSES
▾ Grain	4
▾ Livestock	13
▾ Mixed	9
▾ Other (please specify)	3

Q3

### Do you receive LARA's newsletter?

Answered: 25 Skipped: 0



#### ANSWER CHOICES

- Yes
- No

Total Respondents: 25

#### RESPONSES

- Yes 76.00% 19
- No 24.00% 6

**What Services of LARA's do you use? Please list:**

Attend workshops, us employees to help with government programs, got assistance with EFP

None

Have had no luck understanding the programs or getting help

None

Website, webinars, in person classes/courses

I use the meetings when they are something I am interested in

Hay testing

Sometimes feed tests, environmental farm planning

Feed testing, help with grants, information sessions

Hay analysis

Feed testing, attend quite a few if there seminars during the years. The Girls are a wealth of knowledge and are always there to help out have also received a few grants with Lara

I go to workshops and read info online. The workshops are my favourite.

Feed samples an the data they collect from crop trials to help make decisions on what varities to seed. An have taken advantage of numerous grants through Lara. Take part in meetings they hold for producers.

Adise on livestock

None

Workshops at most

1-online webinar, 2- feed testing, 3- in person questions

Online webinars and other in person sessions

Webinar

Help me complete EFP about 5 years ago

Speakers, feed testing

None

Sessions, feed testing, grants

None

## **What do you want to see from LARA?**

Same as they have been doing, unfortunately they are short staffed and could be assisting with more programs etc.

More informational updates about currently information

Clarity

Opportunities for learning/demonstration

More seminars closer to home

More risk management tools and follow-ups with agriculture managers with grants and future planning

Some feed testing covered, the way it was before

Better service! Back to 2 two free analysis

Keep up the great work

More workshops 🍌

They do a good job of having both grain and cattle related meetings and trials

They do a great job

Grain and oilseed workshops

More crop workshops..they barely have anything! Seems mostly cattle oriented

More work shops to do with regenerative farming

More workshops for livestock

Online resources

Nothing really

Continue with research & programs, and extension great information provided on our local area

More research classes

Webinars

Sign on highway



Box 7068, Bonnyville, AB T9N 2H4  
Tel. (780) 826-7260 Fax. (780) 826-7099

November 29, 2023

Smoky Lake County Agricultural Services Board  
4612 – McDougall Drive, PO Box 310  
Smoky Lake, Alberta  
T0A 3C0

RE: Funding Levels for Lakeland Agricultural Research Association

To Whom It May Concern,

Upon request from Smoky Lake County Agriculture Services Board (ASB), please see below an outline of services provided at different funding levels as approved by the LARA board of directors.

Full membership: \$55,000

- Small-plot research trial site(s) within the County
- Field-scale demonstrations and/or research trials within the County
- Field day(s) at research sites
- LARA newsletters (Verdant Element and Grow With Us) sent to all registered farm mailboxes in the County.
- Extension services, including: age verification, forage testing, on-farm calls, one-on-one consultations, assistance with granting programs such as OFCAF and SCAP/RALP and more.
- Demonstration equipment including off-site watering systems, forage probes, razer grazer available for producers to borrow.
- Access to LARA WRRP program (pending).
- Minimum of 4 in-person events (including field days) within the County.

Extension-only membership: \$30,000

- Extension services, including: age verification, forage testing, on-farm calls, one-on-one consultations, assistance with granting programs such as OFCAF and SCAP/RALP and more.
- LARA newsletters (Verdant Element and Grow With Us) sent to all registered farm mailboxes in the County.
- Demonstration equipment including off-site watering systems, forage probes, razer grazer for producers to borrow.
- Access to LARA WRRP program (pending).

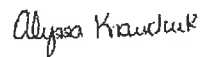


- Minimum of 1 in-person event within the County.

Please note that a full membership with LARA allows partnering municipalities to have two council members (one rep and one alternate) and two active producers sit on the LARA board of directors. With an extension-only membership, Smoky Lake County would no longer be able to have LARA board representation. The County is still able to attend meetings, but will not have a voting member or have producer reps on the board.

If you require more details, we are happy to discuss this further.

Sincerely,



Alyssa Krawchuk, Executive Director  
Lakeland Agricultural Research Association

**Carleigh Danyluk**

Addition to 4.1

**From:** -----  
**Sent:** Monday, December 11, 2023 10:05 AM  
**To:** Carleigh Danyluk  
**Subject:** Fwd: LARA input

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

Hey Carleigh,

I was sent two emails from local producers regarding LARA feedback. I am not sure what is the best way to present this at the meeting tomorrow. I do not know if you want to just print them off and give everyone a copy or if you want me to just read them out. Let me know, thanks. The two emails are below.

----- Forwarded message -----

**From:** \_\_\_\_\_  
**Date:** Sat, 9 Dec 2023 at 20:41  
**Subject:** LARA input  
**To:** \_\_\_\_\_

Good day

Just a few points we would like to share with you regarding LARA .

Some of the opportunities provided through LARA have been invaluable.  
We took the Holistic Management Course a few years ago and we still have valuable connections from that course.

We recently heard from Elaine Froese regarding succession which was also very helpful and informative.

We have been to several speakers facilitated through LARA. The focus on in mental health in farming is also excellent.

We would attend more of the information sessions - eg- the "funding opportunities "  
However, as beef producers - having this start at 9am is simply not possible since we are feeding at that time. Please consider having these types of sessions start in the afternoon.  
We would definitely attend more if the timing was reconsidered.

We appreciate how current LARA is with all their newsletters, and their advocacy for ag producers. It's an important tool to elevating the profile of agriculture.  
We look forward to future events hosted by LARA.

Thanks

H

I talked to my dad and he is in support of LARA - he has gone to some of their plot trials over the years and used the feed testing probe .

I find their newsletter informative .

We have not accessed the assistance with Environmental Farm plans but have talked about it . The farm transition workshop we just attended was something we thought was a good opportunity and resource to have brought in locally to our region .

Overall as a farm family we think it is important to have a local resource that promotes agriculture and research in our area as farming practices continue to evolve. Hopefully we will use their resources more in the near future , like podcasts and access more in person events . I do admit sometimes I don't even know what they are offering as not using their social media platforms to track current events but now I am more aware will try to access their information pages more regularly .

Hope this helps a bit

Take care

# LAKELAND AGRICULTURAL RESEARCH ASSOCIATION

## MISSION

LARA conducts innovative, unbiased applied agricultural research and extension throughout the Lakeland in support of sustainable agriculture



## VISION



To be a leader in applied research and extension in Alberta



## FIELD RESEARCH TRIALS

LARA conducts applied field scale research trials with local producers. Past trials have included soil health benchmarking, the long-term impact of four winter grazing strategies on soil health and sod seeding

## DEMONSTRATIONS

Past demonstrations have included industrial hemp varieties, cover crop blends affects on soil health, rejuvenating pastures with legumes

## SMALL PLOT RESEARCH TRIALS

LARA annually conducts over 40 research trials (over 2200 plots). Past projects have included:

- Regional Variety Trials (cereals and pulses)
- Regional Silage Trials (cereals and pulses)
- Top Dressing Nitrogen in Spring Cereals (impacts on yield and protein)
- Regional Assessment of ESN on the Productivity and Grain Quality of Spring Wheat and Barley in Northeastern Alberta
- Evaluation of Varying Seed Size and Seeding Rates on Canola Productivity and Yield
- Impact of the Application of Two Liming Products on Soil pH and the Long-Term Impact on Alberta Crop Yields
- Drought Resiliency in Grain and Forage
- Ultra Early Versus Regular Winter Cereals for Forage as a Drought Management Strategy

## EXTENSION SERVICES:



Age Verification, Forage Testing, On-Farm Calls, One-on-One Consultations, Annual Report, Workshops, Field Days, Webinars, Assistance with Granting Programs including OFCAF and SCAP/RALP and more...

## EXTENSION PLATFORMS:

Newsletters: Grow With Us and The Verdant Element, Email list, Website, Facebook, Twitter, Instagram and LARA's YouTube channel



## EQUIPMENT AVAILABLE

- 1 summer off-site watering system\*
- 1 winter off-site watering system\*
- 3 forage probes
- 1 Razer Grazer\*



\*\$500.00 refundable damage deposit required.



## COMING IN 2024



LARA will be offering two free feed tests to local producers (PID number is required).

LARA WWRP Program (pending) funds project including riparian fencing, offsite watering systems and water course crossings



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.10**

Topic: Alberta Indigenous & Municipal Police Transition Grant Program

Presented By: Brenda Adamson, Finance Manger

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**Recommendation:**

**Option #1 That Smoky Lake County apply to the Alberta Indigenous & Municipal Policing Transition Grant Program in the amount of #30,000, for the purposes of obtaining grant funding to conduct a Smoky Lake County Crime Strategy Study.**

**Option #2 That Smoky Lake County take no action with regards to the Alberta Indigenous & Municipal Police Transition Grant Program**

---

**Background:**

During the Council meeting held December 14, 2023 there were informal discussions asking administration to apply for the Alberta Indigenous & Municipal Transition Grant. The task was assigned to finance.

A draft application is attached for Council consideration.

**Benefits:**

n/a

**Disadvantages:**

n/a

**Alternatives:**

n/a

**Financial Implications:**

If the grant is received there will be no direct financial implications, however there will be a requirement for Human Resource Allocation to oversee the project.

**Legislation:**

n/a

**Intergovernmental:**

n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

Draft Application

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

A handwritten signature in black ink, appearing to be "Brenda Adamson", written over a horizontal line.

# ALBERTA INDIGENOUS & MUNICIPAL POLICE TRANSITION GRANT PROGRAM

## 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

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Classification: Protected A

- 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.

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Classification: Protected A

- 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

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Classification: Protected A

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.

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Classification: Protected A

## INDIGENOUS & MUNICIPAL POLICE TRANSITION STUDY GRANT APPLICATION

The information in your application will be used by Alberta Public Safety and Emergency Service to assess your funding request. The information will be used for the administration of the Alberta Indigenous and Municipal Police Transition Study Grant program. The information will be shared with members of the Alberta Indigenous and Municipal Police Transition Study Grant program review committee and could be shared with other provincial government departments, other levels of government, and partners outside of government that may have an interest in your funding request. The information will not be shared with any other third party except as allowed by the *Freedom of Information and Protection of Privacy Act*. This information is collected and used under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act*.

A – Organization Information		
<b>Legal Name of Organization:</b>		
Smoky Lake County		
<b>Mailing Address:</b>		
Box 310		
City: Smoky Lake	Province: AB	Postal Code: T0A 3C0
<b>Organization Contact Information (Legal Authorized Signing Authority Contact):</b>		
<input type="checkbox"/> Mr. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Other:		
Name: Brenda Adamson	Organization Position Title: Finance Manager	
Phone: 780-656-3730	Email: Badamson@smokylakecounty.ab.ca	
Main Contact for Program/Project:		
Phone: 780-656-3730	Email:	

B – Type of Organization (select one only)
<input type="checkbox"/> First Nation <input type="checkbox"/> Metis Settlement <input checked="" type="checkbox"/> Municipal Government

<ul style="list-style-type: none"> <li>✓ Members of Citizens on Patrol</li> <li>✓ Council and staff of Smoky Lake County</li> <li>✓ Community and business members within the Smoky Lake County region</li> <li>✓ Buffalo Lake Metis Settlement</li> <li>✓ Whitefish Lake First Nation</li> <li>✓ Saddle Lake First Nation</li> <li>✓ Other partners that may be identified during the process.</li> </ul>
4. Do you have other sources of funding for this initiative? If yes, please list the source, the amount and provisions of funding.
Smoky Lake County will fund the salaries for project administration but does not have other sources of funding for this initiative.

C. Project Information
<b>Project Focus – select all that describe the scope of your feasibility study</b>
<input type="checkbox"/> Community stand-alone police service <input type="checkbox"/> Regional stand-alone police service <input checked="" type="checkbox"/> Other – please describe below:
<b>Project Length – a maximum of 12 months as of approval date</b>
12 Months
<b>Project Description: <u>Smoky Lake County Crime Strategy</u></b>
1. What are the public safety related issue(s) in your community that this initiative intends to address? Briefly describe how your plan will address the issues identified. (Max 300 words)
<p>The RCMP detachment that covers Smoky Lake County is based out of the Town of Smoky Lake. The Officers must cover an area of over 3,300 square km. Smoky Lake County borders two First Nation Reserves along with two Metis Settlements. The higher concentration of indigenous population within and bordering the County result in different policing challenges than many other Counties throughout Alberta. The local RCMP detachment also covers a portion of the Whitefish First Nation which is located at the far east end of the County which is a 45-minute drive from the detachment. Rural break and entries with threats of violence have been increasing and have become a major public safety concern.</p> <p>The purpose of the proposed policing study is to explore the challenges such a large geographical area that neighbors and supports both Indigenous and non-Indigenous residents and visitors creates for the small local RCMP detachment. The study will evaluate opportunities and make recommendations that will include innovative, promising or proven policing models and public safety practices to improve the safety of Smoky Lake County residents, businesses, and visitors</p>
2. Describe the key activities/processes that will be undertaken in the development of your feasibility study (i.e., will funds support existing staff to develop the feasibility study or will you contract a consultant)? (Max 300 words)
<p>A Consultant will be contracted to meet with community stakeholders. The Contractor will review policing stats, conduct stakeholder engagement activities to understand the history and current issues. They will prepare an analysis of the issues, opportunities, and provide a recommended implementation/transition plan to improve public safety.</p>
3. Please identify the stakeholders (i.e., community members, business owners, public safety partners, etc.) that you will include in engagement activities? (Max 300 words)
<p>The stakeholders included are:</p> <ul style="list-style-type: none"> <li>✓ Members of the Smoky Lake RCMP Detachment</li> <li>✓ Members of Smoky Lake Rural Crime Watch</li> </ul>

### Section D – Budget Request Template

GRANT BUDGET	
<b>Estimated Revenue For this Project</b>	
Amount requested from Alberta Public Safety and Emergency Services	\$ 30,000.00
Other Funding (specify funder) Smoky Lake County	\$5,000
<b>(A) TOTAL REVENUE</b>	<b>\$ 35,000</b>
<b>Estimated Expenses – include dollar amount for each 'line item' and include explanatory document for each expense.</b>	
Salaries	\$
Staff/Volunteer Travel	\$500
Honoraria (Elders)	\$
Consultant Fees (with justification for expenditures)	\$ 23,000
Consultant Travel (mileage, car rental, accommodations)	\$5,000
Office Supplies	\$
Program Materials	\$
Program Administration	\$5,000
Other (specify) Rental and supplies for Town Hall mtgs	\$1,500
<b>(B) TOTAL EXPENSES</b>	<b>\$35,000</b>
<b>(A-B) TOTAL BUDGET Revenue Less Expense</b>	<b>\$0</b>

**\*All boxes must be checked to proceed\***

I hereby acknowledge that:

xThe information contained in this application and the enclosed documents is true, accurate, and complete.

- I am a representative with designated signing authority/decision-making authority in our Organization.
- The Organization's governing legal entity is in full support of this application.
- The grant, if approved, will be spent solely for the purposes described in this application.
- I have read and understood the Alberta Indigenous and Municipal Police Transition Study Grant criteria prior to completing the grant application form.

**Attestation Statement:**

I, **Lydia Cielin**

**Interim CAO**

am the authorized signatory and representative of **Smoky Lake County** understand the personal information being collected is for the purposes described at the beginning of this form.

I hereby attest that the information I have provided in this form is true, accurate and complete to the best of my knowledge and I understand that any falsification, omission, or concealment of material fact may be subject to administrative, civil or criminal liability.

By checking this box, I understand that this application may be shared with other Government of Alberta departments, Police, and related municipal and federal government representatives in the interest of assessing the information provided by my organization.

This attestation is dated: \_\_\_\_\_

**Submitting your grant application:**

To make sure your application is reviewed and processed as quickly as possible, please check, complete, and attach the following items **before you submit**.

**Mandatory information required:**

- Completed sections **A** through **D** of the Alberta Indigenous and Municipal Police Transition Study Grant Application Form.
- Completed Attestation Statement completed. Grant applications from multiple communities requires Attestation Statement sign-off from each community.
- Letter of Support. Grant applications from multiple communities require Letters of Support, from leadership of each community.

Please submit your completed application along with all supporting documentation to: [implsg@gov.ab.ca](mailto:implsg@gov.ab.ca)

Emailed applications are preferred; however, if you are unable to do so, please mail your application package to:

Alberta Indigenous and Municipal Transition Study Grant Program  
Innovations, Reform and Emergency Services  
Alberta Public Safety & Emergency Services  
10th floor, 10365 - 97 Street NW  
Edmonton, AB T5J 3W7

**Attach the application and all required supporting documents to an email to complete your application package submission.**

*Note: Electronic submission with attestations statements and/or digital signature are preferred.*





# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.11**

Topic: Request for Property Tax Payments and penalty waive

Presented By: Brenda Adamson, Finance Manager

---

## Recommendation:

**Option #1 That Smoky Lake County write off \$781.77 penalties and accept the proposed payment plan on tax roll 19600810 and waive March 1, 2024 penalties on the condition that the proposed payment of \$600.00 per month have been received from January, 2024 to February, 2024**

**Option #2 That Smoky Lake County take no action with regards to the December 19, 2023 letter from the Gathering Place Co-Op request to make monthly payments and waive penalties.**

---

Attached is another letter as follow up to the request addressed in November from the Gathering Place Co-op. They are asking Council to waive penalties and they will pay \$600.00 per month until they are reassessed.

Taxes levied were \$8,364.35. A payment was made in October of \$1,849.62 leaving \$6514.73. Penalties were levied November 1 \$781.77 leaving a current balance on account of \$7,296.50. The letter is once again asking Smoky Lake County to waive penalties in lieu of \$600.00 per month.

## Benefits:

- Assists a small business.
- If the Assessment is incorrect and the taxes are lowered taxes will be paid quicker.

## Disadvantages:

- Many businesses are struggling now.
- Difficult to choose which ones should be assisted and which shouldn't.
- The proposal relies heavily on the assumption that the assessment is incorrect.

## Alternatives:

- Cancel penalties if taxes are paid by a date of Councils choosing.
- Don't Cancel Penalties
- Cancel a portion of the penalties.

## Financial Implications:

The request is to cancel penalties of \$781.77. 15% penalties will be levied on the outstanding balance on March 1, 2024.



# Request for Decision (RFD)

**Legislation:**

**Cancellation, reduction, refund or deferral of taxes**

**347(1)** *If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:*

*(a) cancel or reduce tax arrears;*

*(b) cancel or refund all or part of a tax;*

*(c) defer the collection of a tax.*

**(2)** *A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.*

**Intergovernmental:**


n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

Summary of write offs.

Signature of the CAO: 

Dec 19<sup>th</sup>, 2023

The Gathering Place Co-Op

Dear Councilors of County of Smoky Lake,

We write to you asking for assistance in our efforts to remain in business. We are asking for some tax relief, as well as a payment plan that reduces our penalties. We understand that our assessment can not be changed but specifically ask for relief on the small business portion of our tax bill.

We have been assessed as a commercial small business, when in fact we are a producer Co-operative that is far from a commercial entity. All the income from our property is directly returned to the local community.

Inflation and increased interest rates have had a large effect in our business this year and we are currently restructuring.

We are also aware that a precedent has been set as oil companies who have struggled, have received a great deal of tax relief during difficult times.

We are asking to make monthly payments of \$600 and that penalties be removed until which time we have been reassessed. We ask very clearly that the land owner not be asked to pay these as we will! We just need a bit of time.

Thank you for your consideration

Sincerely

The board of the Gathering Place Co-op



# Request for Decision (RFD)

Meeting Date: Thursday, December 14, 2023

Agenda Item: # **7.12**

Topic: Request to waive Property Tax Penalties

Presented By: Brenda Adamson, Finance Manager

---

**Recommendation:**

**Option #1 That Smoky Lake County take no action**

**Option #2 That Smoky Lake County write off \$315.97 tax penalties on tax roll 40310202**

---

**Tax roll 40310202.**

Attached is a letter from the ratepayer requesting the cancellation of \$315.97 in penalties. The ratepayer thought the property taxes were paid when the property was purchased. On December 22, both taxes and penalties were paid.

**Benefits:**

n/a

**Disadvantages:**

*(Describe the disadvantages of the recommendation or select from dropdown)*

**Alternatives:**

*(Describe the alternatives to the recommendation or select from dropdown)*

**Financial Implications:**

This revenue was not budgeted for or expected.

**Legislation:**

n/a

**Intergovernmental:**

n/a

**Strategic Alignment:**

n/a

**Enclosure(s):**

1. Letter from ratepayer

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



December 22, 2023

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

**Subject: Request to waive a penalty from property tax**

Dear Sir,

This is to inform the council that I am requesting a penalty to be waived for the penalty added in property tax for year 2022. I am requesting a penalty waiving because When I took over this business I misunderstood that property tax was paid in full by previous owener. Which was my honest mistake and I am hoping from council to accept my request, and waive the penalty to help me in this financial crisis. Your approval of my request would be a great help for me to manage my payables.

I am Looking forward to your kind approval with regards to this request.

Below are my informations:

Tax Roll # : 40310202

Customer ID#: GLEN001

Invoice Date: 11/01/2023

Invoice Number: 72

Legal Description: QTR-SEC-TWP-RG -M: NW-10-59-18-4

LOT 2 & 3 BLOCK 2 PLAN 716CL

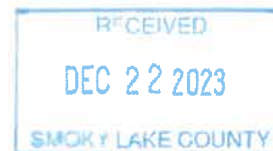
MUNICIPAL ADDRESS: 50 ST 5031

Thank you so much

Sincerely,

Signature

GLENED HOLDINGS LTD.



warspitebar@gmail.com



5031 50th St, Warspite, AB,  
T0A3N0 Canada



+1 (780) 383-3773



www.warspitehotel.ca



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.13**

Topic: January Requests for Donations

Presented By: Brenda Adamson, Finance

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Recommendation:

**Council discretion**

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**Background:**

We have received a request for a donation towards the Smoky Lake Starts U7 Minor Hockey tournament. Policy 01-14-04 addresses the contribution of funds for teams to compete at events away, therefore this request does not fit within any policy.

**Benefits:**

**Disadvantages:**

**Alternatives:**

**Financial Implications:**

The budget for grants and organizations is \$31,000. Thus far no funds have been spent.

**Legislation:**

na

**Intergovernmental:**

na

**Strategic Alignment:**

na

**Enclosure(s):**

1. *Letter from Christy Tocheniuk, Fundraising Chair*

Signature of the CAO: 



---

Christy Tocheniuk  
Smoky Lake Stars U7  
780-258-0026  
tocheniukk@gmail.com

To whom it may concern,

I am writing on behalf of the Smoky Lake Stars U7 Minor Hockey to request a donation for our annual hockey tournament scheduled for January 13, 2024. The donations being requested by our team would be for the “Team Welcome Baskets” or Raffle Prizes for adults.

We are in need of items like water, Gatorade, chips, gum, granola bars, fruit to fill these “Team Baskets” for 80 little hockey players. This is including 14 of our own. We would greatly appreciate any donation you can make toward the above listed items. Should you make a donation, your business will be recognized on the walls in the arena during our tournament.

If you have any questions or need further information, please contact me at (780) 258-0026 or at tocheniukk@gmail.com. On behalf of the kids, parents, coaches, thank you for your consideration.

Sincerely,

Christy Tocheniuk  
Fundraising Chair



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # **7.14**

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:**

**\$1,706 to Village of Waskateanu Library Board for the 2024 Board Game Program**

**\$1,875 to Vilna & District Agricultural Society**

---

**Background:**

There are two FCSS grant applications:

1. The Village of Waskatenau Library Board has requested funding to provide a board game program. The program will be open to all ages and will use participation in a variety of board games to focus on helping people develop interpersonal and group skills.
2. Vilna & District Agricultural Society has requested \$1,875 for a volunteer appreciation dinner.

**Benefits:**

The library program will keep community members engaged and improve interpersonal and group skills. The volunteer dinner helps to encourage volunteer engagement.

**Disadvantages:**

none

**Alternatives:**

Approve a different amount or nothing.

**Financial Implications:**

The remaining funds available to grant out in 2024 are \$21,877

**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: Application

Signature of the CAO: 



# **SMOKY LAKE COUNTY – FCSS GRANT APPLICATION**

---

**Anne Chorney Public Library  
c/o The Village of Waskatenau  
Library Board**

**December 27<sup>th</sup>, 2023**

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# SCHEDULE A

Section 08

Policy 17-02

## SCHEDULE "A"

### SMOKY LAKE COUNTY – FCSS GRANT APPLICATION

LEGAL REGISTERED NAME OF ORGANIZATION: Village of Waskatenau Library Board.

ADDRESS: PO Box 130. Waskatenau, AB. TCA 3R0.  
Box City or Town Postal Code

PHONE #: 780-656-0212 FAX #: n/a.

CONTACT PERSON: Morgan Thomson. EMAIL: morgan.c.thomson@gmail.com.

#### ▶ 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)

please see attached proposal

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? Staff

8. What indicators of success will you use? How will you know the program has been successful? What is your outcome statement? see attached proposal

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

Survey

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: Morgan Johnson

Signature: Morgan Johnson

Position: Board member

Date: December 27th 2023

## **EXECUTIVE SUMMARY**

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Anne Chorney Public Library is a cozy, quaint, welcoming space located at 5111 52<sup>nd</sup> Ave Waskatenau, AB directly behind Holy Family Catholic School. It is a one stop shop for anyone's literature needs. Open Tuesdays, Thursdays and Fridays from 12-6pm we offer a variety of services including wifi, public computer access, printing/copying, loans of books, magazines and DVD's of various topics/ genres, interlibrary loans, as well as an oasis to anyone who would like to enjoy the space. We proudly serve the wonderful community of Waskatenau including the students and teachers of Holy Family Catholic School, as well as surrounding rural communities.

The Anne Chorney Public Library is governed by the Village of Waskatenau Library Board which is composed of passionate, like-minded individuals who work hard to keep our library in operation. In turn, we believe that although we already have had great success with our presence in the community, we would like to expand by offering a community-oriented program. The program we are proposing to run will be focused entirely on board games. Board games are a great way to bring people together and encourage social interaction. We would be providing a platform for people of all ages and backgrounds to come together and engage in this program which we believe aims to promote a sense of community and foster a positive social environment.

## **PROGRAM DESCRIPTION**

---

The main strategic social direction for the program is to help people develop interpersonal and group skills which will enhance constructive relationships among people.

Our target population would be the entire community with no specific age group or range of ages; it would be for all ages. With community already being our top priority at the library, running a program to bring the community and surrounding rural communities together on a regular basis, is a natural progression.

The program will be designed to encourage participants to develop their strategic, critical thinking and problem-solving skills. By participating in these activities, participants will also have the opportunity to improve their communication, teamwork and decision-making abilities. Ultimately, the program aims to create a fun and engaging environment where people can come together to learn, socialize, and build meaningful connections with one another.

## PROGRAM DETAILS

---

For specific details of how we would run this program please see the 5 W's below:

Who:

The community of Waskatenau and surrounding rural communities. For example, communities such as Radway, AB, Thorhild, AB, Smoky Lake, AB and Redwater, AB.

What:

A Board Game program where all the public come together to socialize while playing a selection of board games offered at the Anne Chorney Public Library.

When:

Bi-monthly (i.e. the 1<sup>st</sup> and 2<sup>nd</sup> last Tuesday of every month) for the duration of 1.5 hours per occurrence. Preferably after operational hours (ie. /7-8:30pm).

Where:

Anne Chorney Public Library - 5111 52<sup>nd</sup> Ave Waskatenau, AB

How:

The Village of Waskatenau Library Board, FCSS Funding, 1 paid staff member & advertising in and around the community.

Note: There would be no fee for participants, nor would registration be required as the bi-monthly events would be drop-in. The occupancy limit, as set out by the Smoky Lake County Fire Department, would be monitored closely if capacity were to be exceeded.

A member of the community has come forward willing to run the program, so hiring wouldn't be an obstacle. If by chance this individual was not able to run the program, we would advertise the position, interview as a board, and hire accordingly. Applicable abilities would include the capacity to facilitate groups, interest in the topic, geographical residence etc.

Promotion of the program would be integral to building participation. The following are ways we would advertise to attract the community to join in the program:

1. Social Media: The Anne Chorney PublicLibrary has a Facebook page. We would create posts that highlight the event's details, such as the date, time, and location, and include images of the games that will be available. Followers would be encouraged to share the post with their friends and family to reach a wider audience.
2. Flyers and Posters: We would design and print flyers and posters to advertise the Board Game Program, then display them in high-traffic areas such as community centers, local shops/ stores, and schools. These flyers and posters include all the necessary information, including the program's date, time, and location.
3. Community Bulletin Boards: Many surrounding communities have bulletin boards where local events can be advertised. We would post flyers and posters promoting the board game program on community bulletin boards to attract people who may not regularly visit the library.

4. Partner with Local Schools: Reach out to local schools and request that they promote the board game program to their students and families.

By using these strategies, we would be able to successfully advertise our board game program for the community at the local library and attract a broad audience of all ages.

To ensure we offer an inclusive and diverse selection of games we have chosen games that cover a multitude of genres. Below are 20 examples of board game types. The "Program Cost" section includes titles of the ones that have been specifically selected for the program.

- **Bluffing**
- **Cooperative (Co-op)**
- **Deck Building**
- **Deduction**
- **Dexterity**
- **Drafting**
- **Educational**
- **Euro**
- **Memory**
- **Party**
- **Press Your Luck**
- **Racing**
- **Resource Management**
- **Role Playing Game (RPG)**
- **Storytelling**
- **Tile Placement**
- **Trading Card Game (TCG)**
- **Worker Placement**

#### **VALUE ADD**

An additional benefit would be that once materials (board games) were acquired/purchased the Anne Chorney Library would house them as a resource. Having these materials would be a huge asset to the library as they could be used outside of the board game program. It would also be an asset to the county, as the cost of the materials would be minimal at each successive program offering. The library of games would be in our possession and funding for the materials would not need to be requested again. The only occurrence would likely be to purchase additional games to expand our library. These materials will also be available to be on loan to library patrons. This will further extend the goal of social interaction and will possibly create the opportunity for someone who may not have the ability to purchase a game on their own.

## **INDICATOR OF SUCCESS AND OUTCOME STATEMENT**

---

The biggest indicator of success would be participation. If the program is running successfully, it should attract more participants over time. Increased participation shows that the program is meeting the needs of its target audience. Over the course of the program, we plan to record attendance, as well as games that were selected at each program event date. Upon completion of the program, a survey will be distributed to all participants that attended the program. The survey would ask the participants to rate the organization of the program, if they felt their attendance made them feel connected to their community, as well as offer a section for feedback.

Ultimately, our outcome for this program is that we have successfully offered a place for the community to come together, promoted connection to one another, and fostered a social environment.



## PROGRAM COST

Below you will find a detailed outline of the proposed cost of materials for the above noted proposal.

<u>Name</u>	<u>Price</u>	<u>Quantity</u>	<u>Subtotal</u>
1 Staff Member Minimum Wage (\$15/hr) for 1.5 hrs, plus an additional .5 hrs for set up, take down and administrative requirements = 2 hrs x occurrences 4 hours per month x 12 months x \$15/hr = \$720 <a href="https://www.alberta.ca/minimum-wage">https://www.alberta.ca/minimum-wage</a>	\$720	1	\$720.00
Poker Dice - Michaud Toys	\$69.95	1	\$69.95
Pictionary - Canadian Tire (CT)	\$27.99	1	\$27.99
Scrabble (CT)	\$22.99	1	\$22.99
+ Jr. Scrabble (Amazon)	\$23.49	1	\$23.49
Jenga (CT)	\$24.99	1	\$24.99
Chess (CT)	\$19.99	1	\$19.99
Sorry! (CT)	\$23.99	1	\$23.99
Connect Four (CT)	\$22.99	1	\$22.99
Clue (CT)	\$33.99	1	\$33.99
Battleship (CT)	\$27.99	1	\$27.99
Monopoly (CT)	\$27.99	1	\$27.99
The Game of Life (Wal-Mart)	\$29.97	1	\$29.97
Harry Potter Trivial Pursuit (Wal-Mart)	\$69.65	1	\$69.65
Five Second Rule (Amazon)	\$24.99	1	\$24.99
Snakes and Ladders (CT)	\$17.99	1	\$17.99
Yahtzee (CT)	\$16.99	1	\$16.99

Shelving to house the board game library (Ikea)	\$169.00	1	\$169.00
Snacks and Refreshments for the duration of the program (approx. \$20 per month)	\$250.00	1	\$250
		<b>Subtotal</b>	\$1,624.95
		<b>Tax</b>	\$81.25
		<b>Total</b>	\$1,706.19

**POTENTIAL COST SAVING**

Because we are buying a variety of games and they are accessible at different competitively priced stores/ online platforms (i.e., Amazon) we would ensure we shop round/ research and ensure if there was a reduced price than the ones listed above, we would purchase at the lower price, and the cost of the games we are requesting could be less than requested. This premise would be the same for the cost of the snacks and refreshments.

## SUPPLEMENTARY DOCUMENTATION

### SAMPLE POSTER

Below is a sample of a poster/flyer we would create to advertise the proposed program.





# SUPPLEMENTARY DOCUMENTATION CONTINUED

## LIBABILITY INSURANCE

The Village of Waskatenau Library Board is insured through the Village of Waskatenau. Below is a copy of our Insurance Coverage.



2510 Sparrow Drive, Nisku, AB T9E 8N5 | Phone: 780.955.3639 Fax: 780.955.3615

### CERTIFICATE OF INSURANCE: PROPERTY RENEWAL

Member ID: TW20

**CERTIFICATE HOLDER: VILLAGE OF WASKATENAU**

**EFFECTIVE DATE: November 1, 2023    EXPIRY DATE: November 1, 2024**  
 12:01 A.M. Standard Time at the address of the Certificate Holder

The following is a summary of Coverages that are applicable to the above Certificate Holder under the Rural Municipalities of Alberta (RMA) Insurance Program and which are in force for the period shown above. Please refer to actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the coverage afforded.

Insurable recovery for buildings & structures is limited to only those buildings & structures listed on the attached schedule, subject to the additional terms contained in the policy documents.

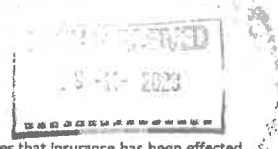
Insurance recovery for mobile equipment is limited to only those items listed on the attached schedule, and to the individual values stated there, subject to additional terms contained in the policy documents.

Insurable recovery for contents of every description is limited to the total amount of contents coverage listed on the attached schedule for the building in which the property is normally contained, subject to the additional terms contained in the policy documents.

**A. PROPERTY INSURANCE**

Total Premium: \$17,908

<u>Items of Coverage</u>	<u>Values Insured</u>
Property Damage (Building)	<b>\$10,211,624</b>
Property Damage (Contents)	<b>\$888,562</b>
Gross Rents or Rental Value	<b>\$0</b>
Gross Earnings	<b>\$0</b>
Profits	<b>\$0</b>
Property Damage Includes: (up to Value Insured)	
Accounts Receivable	\$1,000,000
Automatic Coverage (60 day reporting greater than)	\$25,000,000
Course of Construction - Esthetic purposes only (60 day reporting greater than)	\$250,000
Debris Removal (180 days reporting)	Combined \$5M or 25% of loss (whichever is less)
Electronic Data Processing Equipment	\$500,000
Extra Expense	\$5,000,000
Fire Department Charges	\$500,000
Fire Fighting Expenses	\$500,000
Trees, Shrubs and Plants-each tree	\$250
Trees, Shrubs and Plants-occurrence	\$100,000
LEED Certified Buildings	\$500,000
Master Keys	\$50,000
Personal Property – any one individual	\$2,500
Personal Property – any one occurrence	\$100,000
Valuable Papers	\$1,000,000
Emergency Evacuation Expenses	\$250,000
Emergency Evacuation Expenses – subscribed members	\$1,000,000



In consideration of the premium specified above (or in endorsement(s) attached hereto), this document certifies that insurance has been effected under Policy No. RSLE 2215-24 of Genesis Reciprocal Insurance Exchange & RSLE 2216-24 of the Subscribing Insurance Companies, full copies of which may be seen at the offices of the Rural Municipalities of Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Insured named above.

This policy contains a clause which may limit the amount payable.

PR-11-2023

## CERTIFICATE OF INSURANCE: PROPERTY RENEWAL, VILLAGE OF WASKATENAU

Mobile Equipment Includes: (up to Value Insured)	Commandeered Equipment (30 day reporting) Fire Fighting Expense Equipment whilst waterborne (except in transit) Rental Reimbursement (up to \$2,500 per day)	\$500,000 \$500,000 \$500,000 \$75,000
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LOSS, if any, payable to the Certificate Holder or as otherwise denoted in endorsements attached hereto

<u>Deductibles</u>	<u>Amount to be Deducted</u>
Each and Every Claim	**\$ 5,000
Vacant Properties	\$20,000
Earthquake	3% min. \$250,000
Flood	\$250,000
Business Interruption Waiting Period	48 Hours
Wildfires	\$25,000
Schools and Portables not equipped with Intrusion alarms	\$25,000

\*\*refer to specific items (see Schedule attached) to confirm other deductible options that may have been selected \*\*



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Genesis Reciprocal Insurance Exchange  
(Authorized Agent of Subscribing Insurers)



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AON REED STENHOUSE INC.  
(Authorized Agent of Subscribing Insurers)

In consideration of the premium specified above (or in endorsement(s) attached hereto), this document certifies that insurance has been effected under Policy No. RSLE 2215-24 of Genesis Reciprocal Insurance Exchange & RSLE 2216-24 of the Subscribing Insurance Companies, full copies of which may be seen at the offices of the Rural Municipalities of Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the Insured named above.

This policy contains a clause which may limit the amount payable



2510 Sparrow Drive, Nisku, AB T9E 8N5 | Phone: 780.955.3639 Fax: 780.955.3615

CERTIFICATE OF INSURANCE: ANI - GENERAL LIABILITY

CERTIFICATE NO.: TW20

CERTIFICATE HOLDER: VILLAGE OF WASKATENAU
ADDITIONAL NAMED INSURED: ANNE CHORNEY PUBLIC LIBRARY

EFFECTIVE DATE: November 1, 2023 - EXPIRY DATE: November 1, 2024
12:01 A.M. Standard Time at the address of the Certificate Holder

The following is a summary of Coverages that are applicable to the above Certificate Holder under the RMA Insurance Program which are in force for the period shown above. Please refer to the actual policy documents for full details of all terms, conditions, limitations and exclusions applicable to the coverage afforded.

LIABILITY INSURANCE

Total Premium: \$605

Insuring Agreement

In the event that legal liability claims for negligence are brought against the Certificate Holder and/or the Additional Named Insured(s) hereunder, Insurers will pay compensation, damages, including legal expenses incurred, subject to the terms, conditions, limitations and exclusions of the respective Sections of the Policy.

Items of Coverage

- Genesis Reciprocal Insurance Exchange - Until Aggregate is Exhausted
Volante Canada Limited (Certain Underwriters at Lloyd's) - 50% share of
Markel Global Reinsurance Company - 50% share of

Combined Limits of Liability

\$1,000,000 Per Occurrence /
\$8,000,000 Annual Aggregate
Direct attachment as per Section One to Four below.
\$1,000,000 per occurrence / \$10,000,000 Excess aggregate Excess of \$8,000,000 Annual Aggregate

The following Section One through Four is excess of the \$1,000,000 Per Occurrence except for Non-Owned Automobile excess of NIL Per Occurrence

SECTION ONE - COMPREHENSIVE GENERAL LIABILITY

- 50% Volante Canada Limited (Certain Underwriters at Lloyd's) and 50% Genesis Reciprocal Insurance Exchange Re-insured through Markel Global Reinsurance Company (if above occurrence is breached and/or aggregate is exhausted and/or direct attachment applies)
Third Party Bodily Injury and/or Property Damage
Premises and Operations
Employers Liability
Non-Owned Automobile Liability
Tenants Legal Liability
Limited Sudden and Accidental Pollution (subject to specific discovery/reporting provisions)
Legal Liability for Damage to Automobiles
Employee Benefits Liability
Personal & Advertising Injury Liability

\$5,000,000 Per Occurrence

\$5,000,000
Included
Included
\$5,000,000
\$5,000,000
Included
\$200,000 except \$1,000,000 mutual aid
\$5,000,000 per Occurrence/Aggregate
\$5,000,000 per Occurrence

SECTION TWO - ADMINISTRATIVE ERRORS & OMISSION LIABILITY

Wrongful Acts

\$5,000,000 Claims Made Basis (annual aggregate)

SECTION THREE - WRONGFUL DISMISSAL LIABILITY

Warranty: Must obtain prior written legal opinion from employment law practitioner

\$5,000,000 Claims Made Basis (annual aggregate)

SECTION FOUR - SEXUAL ABUSE LIABILITY

\$5,000,000 Claims Made Basis (annual aggregate)

In consideration of the premium specified above (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under Policy Nos. GENESIS 2024 (V) and Genesis 2024 (M) of the Genesis Reciprocal Insurance Exchange and Policy No. GAI2012/24 (V) of Volante Canada Limited (Certain Underwriters at Lloyd's) and GAI2012/24 (M) reinsured by Markel Global Reinsurance Company, full copies may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the above Certificate Holder.

This policy contains a clause which may limit the amount payable.

T-2023

## CERTIFICATE OF INSURANCE: ANI - GENERAL LIABILITY

**NOTE:** The Combined Limits of Liability stated above shall apply separately to each Certificate Holder. Further, Aggregated Limit Clauses within the Policies described herein may serve to reduce the Limit of Liability that may otherwise be available to a specific Occurrence or Claim.

<u>Deductibles</u>	<u>Amount to be Deducted</u>
Each and Every Property Damage Claim (except that Sewer Backup, Flooding and other Water Damage Claims are	\$1,000
Each and Every Bodily Injury Claim	\$1,000 per claimant
Administrative Liability (E&O, D&O)	NIL
Wrongful Dismissal	\$1,000 (or \$ 2,500/10% of legal costs if charges laid under specific statutes/regulations are unproven)
Sexual Abuse	\$25,000 (MIn)
School Operations	NIL
	\$500

  
 \_\_\_\_\_  
 Genesis Reciprocal Insurance Exchange  
 (Authorized Agent of Subscribing Insurers)

  
 \_\_\_\_\_  
 AON REED STENHOUSE INC.  
 (Authorized Agent of Subscribing Insurers)

Certified Copy

In consideration of the premium specified above (or in endorsement[s] attached hereto), this document certifies that insurance has been effected under Policy No. GENESIS 2024 (V) and Genesis 2024 (M) of the Genesis Reciprocal Insurance Exchange and Policy No. GAI2012/24 (V) of Volante Canada Limited (Certain Underwriters at Lloyd's) and GAI2012/24 (M) reinsured by Markel Global Reinsurance Company, full copies may be seen at the offices of the RMA Insurance of Nisku, Alberta and/or Aon Reed Stenhouse Inc. of Edmonton, AB for the account of the above Certificate Holder.

**This policy contains a clause which may limit the amount payable.**



SCHEDULE "A"

SMOKY LAKE COUNTY – FCSS GRANT APPLICATION

LEGAL REGISTERED NAME OF ORGANIZATION: Vilna & District Agricultura Society

ADDRESS: Box 440 Vilna AB T0A3L0  
Box City or Town Postal Code

PHONE #: 780-298-0383 FAX #: \_\_\_\_\_

CONTACT PERSON: Rebecca Green EMAIL: vilnaagsociety@gmail.com

▶ 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) Volunteer appreciation dinner.  
Expected 75 people at \$25 per person, with door prizes for each person. \$1,875  
To be hosted January 19, 2024

4. Does your project meet at least one of the following three (3) criteria?  
Provide a brief explanation.

Is it preventative? \_\_\_\_\_

Enhance the social well-being of families or individuals? Provides an event where  
volunteers can connect with each other and their community.

Have preventive social support outcomes? Allows volunteers the opportunity  
to connect with thier neighbours and feel a sense of belonging to the community.

5. Which of the following does your project provide?

- Help people develop independence.
- Strengthen coping skills.
- Help people develop an awareness of social needs.
- Help people develop interpersonal and group skills.
- Help people and communities assume responsibility.
- Provide support that helps sustain people as active members of the community.

5. Do the services provide any of the following?

- Provide primarily recreational or leisure activities.
- Offer direct financial assistance to sustain an individual or family.
- Provide primarily rehabilitation.
- Provide services that are provided through a provincial agency.

Name: Charlie Leskiw

Signature: 

Position: President

Date: December 8, 2023



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024  
Topic: Cost of Living (COLA) for Elected Officials  
Presented By: Interim CAO

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Agenda Item: # **7.15**

Recommendation(s): **Council's Discretion.**

## Background:

In 2022, the following Council Motion #1048-22 was passed for 2023's COLA:

That Smoky Lake County Council approve to not receive any Cost of Living (COLA) increment in Year-2023; in accordance with Policy Statement No. 08-18-07: Council Remuneration and Expenses, Section 3.1.2: Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada – Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise.

Discussions were held at the 2023 Budget meeting in respect to same, however there was no formal motion made.

If it is Council's wish to NOT received any COLA in 2024, then a motion of Council stating so, must be made.

**Benefits:** N/A.

**Disadvantages:** N/A.

**Alternatives:** N/A.

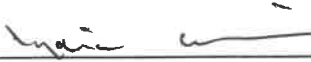
**Financial Implications:** None.

**Legislation:** N/A

**Intergovernmental:** N/A

**County Strategic Alignment:** N/A.

**Enclosure(s):** N/A

Reviewed by the Interim CAO:  on Date: January 4, 2024.



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: **7.16**

Topic: Rural Municipalities of Alberta (RMA) Annual Spring Convention

Presented By: Interim CAO

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## Recommendation:

**That Smoky Lake County Council and relevant administration who can attend – attend the RMA (Rural Municipalities of Alberta) Year-2024 Spring Convention, scheduled for March 18 to 20, 2024, to be held at the Edmonton Convention Centre in Edmonton.**

**That Smoky Lake County Council seek meetings on the sidelines of the Rural Municipalities of Alberta (RMA) Convention, scheduled for March 18-20, 2024, or at any time and place as soon as practicable after, to discuss the following advocacy topics with each respective Ministry or their Chiefs of Staff, responsible for:**

- *... (state the topics and ministry)*

## Background:

The RMA's 2024 Spring Convention will take place March 18 to 20, 2024, at the Edmonton Convention Centre. Council typically seeks meetings on the sidelines of the RMA convention or at any time and place as soon as practicable, to discuss advocacy topics with the respective Ministry or their Chiefs of Staff. If this is something Council wishes to pursue this time, then Council will need to determine what the topics are and what Ministry they wish to meet with.

## Benefits:

Provides an opportunity to network with other municipalities and to lobby government officials and government representatives with other municipalities.

## Disadvantages:

Unknown.

## Alternatives:

Not attend.

## Financial Implications:

\$630 for registration per person to attend RMA,  
\$975 for 3 nights at the Westin Hotel, plus meals, mileage & other relevant expenses.

## Legislation:

Policy Statement No. 08-18: Council Remuneration and Expenses.

## Intergovernmental:

Municipal and Provincial involvement.

## Strategic Alignment:

N/A

## Enclosure(s):

N/A

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



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: **7.17**

Topic: FCM Membership for 2024-2025

Presented By: Interim CAO

## Recommendation:

**That Smoky Lake County renew the Federation of Canadian Municipalities (FCM) membership for Year 2024-2025 in the amount of \$808.73 as per invoice number INV-38694-H9S5D1, dated December 13, 2023, with per capita dues calculated on the County's population of 2,517.**

## Background:

FCM (Federation of Canadian Municipalities) has been the national voice of municipal government since 1901. Membership includes more than 2,000 municipalities of all sizes, from Canada's cities and rural communities to northern communities and 20 provincial and territorial municipal associations. Together, they represent more than 90 percent of all Canadians from coast to coast to coast. Municipal leaders from across Canada assemble each year to set FCM policy on key issues. FCM is an advocacy group. It is an organization with no formal power but significant ability to influence debate and policy, as it is a main national lobby group of Mayors/Reeves, Councillors and other elected municipal officials. It negotiates with the Government of Canada's departments and agencies on behalf of municipalities and administers a number of funds. Below, is the invoice for membership in 2024-2025:



## Membership Invoice 2024-2025 Facture d'adhésion

24, rue Clarence Street  
Ottawa, Ontario K1N 5P3  
T. 613-241-5221

Lydia Cielin  
Smoky Lake County  
PO Box 310 4612 McDougall Drive  
Smoky Lake, AB, T0A 3C0  
Attn: Assistant Chief Administrative Officer

INVOICE / FACTURE: INV-38694-H9S5D1  
DATE: 12/13/2023  
ACCOUNT / COMPTE: 40308  
DUE DATE / DATE LIMITE: 03/31/2024

ITEM / DESCRIPTION	QTY / QTE	RATE / TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	TOTAL
Base fee per your population / Taux de base selon votre population	1	\$220.00	\$220.00	\$11.00	\$231.00
Per capita dues calculated per your population / Frais de cobisation calculés selon votre population	2,517	\$0.2186	\$550.22	\$27.51	\$577.73
<b>TOTAL</b>			<b>\$770.22</b>	<b>\$38.51</b>	<b>\$808.73</b>

PAID AMOUNT / MONTANT PAYÉ: \$0.00  
BALANCE DUE / MONTANT DÛ: \$808.73

### PAYMENT / PAIEMENT

Cheque payable to / Chèque à l'ordre de  
Federation of Canadian Municipalities  
Fédération canadienne des municipalités

### Electronic Funds Transfer / Transfert électronique de fonds

Royal Bank of Canada (RBC)/Banque Royale du Canada  
Institution Number/Numéro de l'institution: 003  
Transit Number/Numéro de transit: 00006  
Account Number / Numéro de compte: 1113307

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

Your FCM membership empowers local leaders to  
strengthen their communities and shape a brighter future  
for all Canadians.  
Learn more at <https://fcm.ca/membership>.



# Request for Decision (RFD)

**Benefits:**

Enables our voice to represent Rural Alberta & allows for member's rate discounts on registration for FCM events.

**Disadvantages:**

Unknown.

**Alternatives:**

Not purchase a membership.

**Financial Implications:**

\$808.73 allocated from within the Membership & Conference Fees Budget

**Legislation:**

N/A

**Intergovernmental:**


Municipalities from across Canada.

**Strategic Alignment:**

N/A

**Enclosure(s):**

N/A

Signature of the CAO: 



# Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: **7.18**

Topic: Alberta Health Services Temporary Closures to Smoky Lake's Emergency Room

Presented By: Interim CAO

**Recommendation:**

That Smoky Lake County recommend the Town of Smoky Lake, as managing partner of the Physicians & Health Care Professionals Committee, and as part of the said Committee's mandate, implement a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Raubenheimer Medical Clinic in Smoky Lake, Alberta.

**Background:**

It has been nearly a year since Dr. Esterhuizen arrived in Alberta, settling in Smoky Lake, and she has since been unable to practice because each time Dr. Esterhuizen meets a requested requirement by AHS and/or CPSA, another one is required or added. Smoky Lake's Emergency Room continues to have temporary short term closures a regular basis due to the physician shortages. Our existing three Doctors are at retirement age and hindering physician recruitment is proving detrimental to our community.

AHS notifications received as of January 1, 2024, of ER Disruptions in Smoky Lake:

Notice Date	Dates of Disruption
March 26, 2023	8 a.m. Monday, March 27 - 8 a.m. Tuesday, March 28
March 31, 2023	8 a.m. Monday, April 3 - 8 a.m. Tuesday, April 4
June 7, 2023	8 a.m. Thursday, June 8 - 8 a.m. Friday, June 9
August 2, 2023	4 p.m. Friday, August 4 – 8 a.m. Tuesday, August 8 ( <b>Coverage was later found</b> ) 8 a.m. Thursday, August 10 – 8 a.m. Friday, August 11
August 11, 2023	4 p.m. Friday, August 11 – 8 a.m. Monday, August 14
August 16, 2023	8 a.m. Thursday, August – 8 a.m. Friday, August 18
August 23, 2023	8 a.m. Thursday, Aug. 24 – 8 a.m. Friday, Aug. 25
August 30, 2023	8 a.m. Thursday, Aug. 31 – 8 a.m. Friday, September 1
September 6, 2023	8 a.m. Thursday, September 7 – 8 a.m. Friday, September 8
September 20, 2023	8 a.m. Thursday, September 21 – 8 a.m. Friday, September 22
October 4, 2023	8 a.m. Thursday October 5 – 8 a.m. Friday, October 6
October 11, 2023	8 a.m. Thursday October 12 – 8 a.m. Friday, October 13
October 25, 2023	8 a.m. Thursday, October 26 - 8 a.m. Friday, October 27
November 1, 2023	7 p.m. Wednesday, November 1 - 8 a.m. Friday, November 3
November 6, 2023	7 p.m., Monday, Nov. 6 – 8 a.m., Tuesday, Nov. 7 7 p.m., Tuesday, Nov. 7 – 8 a.m., Wednesday, Nov. 8 7 p.m., Wednesday, Nov. 8 – 8 a.m., Friday, Nov. 10
November 10, 2023	7 p.m., Tues. Nov. 14 - 8 a.m., Wed. Nov. 15 7 p.m., Wed. Nov. 15 - 8 a.m., Fri. Nov. 17
November 17, 2023	7 p.m., Monday, Nov. 20, - 8 a.m., Tuesday, Nov. 21 7 p.m., Tuesday, Nov. 21 - 8 a.m., Wednesday, Nov. 22 7 p.m. Wednesday, Nov. 22 - 8 a.m., Friday, Nov 24 ( <b>Full coverage was later found</b> )
November 24, 2023	7 p.m., Monday, Nov. 27 - 8 a.m., Tuesday, Nov. 28 7 p.m., Tuesday, Nov. 28 - 8 a.m., Wednesday, Nov 29 7 p.m., Wednesday, Nov. 29 - 8 a.m., Friday, Dec. 1



# Request for Decision (RFD)

December 1, 2023	7 p.m., Monday, Dec. 4 – 8 a.m., Tuesday, Dec. 5; 7 p.m., Tuesday, Dec. 5 – 8 a.m., Wednesday, Dec. 6; 7 p.m., Wednesday, Dec. 6 – 8 a.m., Thursday, Dec. 7; 7 p.m., Thursday, Dec. 7 – 8 a.m., Friday, Dec. 8
December 11, 2023	7 p.m., Monday, Dec. 11 – 8 a.m., Tuesday, Dec. 12 7 p.m., Tuesday, Dec. 12 – 8 a.m., Wednesday, Dec. 13 7 p.m., Wednesday, Dec. 13 – 8 a.m., Thursday, Dec. 14 7 p.m., Thursday, Dec. 14 – 8 a.m., Friday, Dec. 15
December 18, 2023	7 p.m., Monday, Dec. 18 – 8 a.m., Tuesday, Dec. 19 7 p.m., Tuesday, Dec. 19 – 8 a.m., Wednesday, Dec. 20 7 p.m., Wednesday, Dec. 20 – 8 a.m., Thursday, Dec. 21 7 p.m., Thursday, Dec. 21 – 8 a.m., Friday, Dec. 22
December 22, 2023	7 p.m., Wednesday, Dec. 27 – 8 a.m., Thursday, Dec. 28.
December 29, 2023	7 p.m., Tuesday, Jan. 2 – 8 a.m., Wednesday, Jan. 3 7 p.m., Wednesday, Jan. 3 – 8 a.m., Thursday, Jan. 4 7 p.m., Thursday, Jan. 4 – 8 a.m., Friday, Jan. 5

**Benefits:**

Brings awareness to the regions lack of services.

**Disadvantages:**

N/A

**Alternatives:**

Unknown.

**Financial Implications:**

Unknown.

**Legislation:**

Policy Statement No. 05-05-03: Physicians and Health Care Professionals Committee: Terms of Reference.

**Intergovernmental:**


Municipal and Provincial involvement.

**Strategic Alignment:**

Healthcare and Emergency Services

**Enclosure(s):**

N/A

Signature of the CAO: 

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**From:** Kristina Morris <[executivedirector@lica.ca](mailto:executivedirector@lica.ca)>

**Sent:** Wednesday, November 8, 2023 2:21:28 PM

**To:** [lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca) <[lhalisky@smokylakecounty.ab.ca](mailto:lhalisky@smokylakecounty.ab.ca)>; [dgawalko@smokylakecounty.ab.ca](mailto:dgawalko@smokylakecounty.ab.ca) <[dgawalko@smokylakecounty.ab.ca](mailto:dgawalko@smokylakecounty.ab.ca)>

10.5

**Cc:** LICA Reception <[lica2@lica.ca](mailto:lica2@lica.ca)>

**Subject:** Welcome to the LICA Board of Directors

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

Good afternoon Lorne,

My name is Kristina Morris, LICA's Executive Director. I wanted to be the first to welcome you to the LICA Board of Directors. I look forward to working with you and am happy to answer any questions you may have.

To my knowledge, our Administrative staff ([lica2@lica.ca](mailto:lica2@lica.ca)) have sent you policies and forms to be completed as part of our onboarding process. These policies reference your responsibilities on the Board and overall expectations. The forms include a Code of Ethics, Confidentiality Agreement, and Personal Contact Information required to be recorded under the Societies Act. If you have not received this email, please let me know and I will forward them to you.

In addition to our onboarding, I would like to present Smoky Lake County the opportunity to have a small tabletop Air Quality Health Index (AQHI) lantern installed at your office. This lantern is designed by LICA to visually represent the air quality, based on the AQHI scale, and inform the public of when there are health risks to conducting outdoor activities. This is especially helpful during wildfire season. The set-up is easy: the lantern would need an outlet and run on the building's wifi connection. It would be connected to the closest AQHI recording station to your office for the most accuracy. It would be installed for the 2-year rotation



duration on the LICA Board of Directors and include two information posters. I have included a photo and the informative posters that would accompany the lantern for your reference.

Please let me know if this is of interest to the County. Once confirmation is received I will proceed to schedule a time to conduct the installation, and hopefully meet you in person!

Yours in environmental stewardship,

**Kristina Morris**

Executive Director, LICA - Environmental Stewards  
Box 8237, 5107W - 50 Street  
Bonnyville, AB T9N 2J5  
(t) 780.812.2182 (f) 780.812.2186



[www.lica.ca](http://www.lica.ca)

LICA recognizes that we operate and benefit from the traditional lands of the Denesūḡiné, Nehiyaw (Cree), and in the heart of the Métis Homeland. LICA has respect and gratitude towards sharing the land and honors our responsibility to truth and reconciliation as members of Treaty 6, 8, and 10 and Métis Nation of Alberta – Regions 1 and 2.



# Our Airshed



LICA is the region's Airshed Zone and monitors the outdoor air quality within our region. Air quality is an indicator of how clean our air is. This is determined by the rate at which pollutants are emitted into the atmosphere and how effectively the atmosphere can disperse those contaminants. This dispersion is affected by wind speed and direction, temperature, and local topography.



## Air Monitoring

- LICA monitors a number of different air quality parameters throughout the region.
- Nitrogen dioxide, ground-level ozone and particulate matter are used to determine the Air Quality Health Index (AQHI) value.
- Young children, seniors, pregnant women and people who have respiratory illnesses and those with cardiovascular conditions are more sensitive to air pollution.
- Air pollution can worsen chronic respiratory conditions and the AQHI can help you understand the health risk associated with local air quality conditions.
- Note: You should always consult your doctor concerning medical issues.

## Reducing Air Pollution

We all have an impact on air quality. We can take actions to help reduce air pollution including:

- Idle less (a minute or less is best)
- Walk and ride your bike
- Car pool
- Reduce your energy usage

These simple changes can have a significant impact on our air quality if everyone is willing to do their part.



Scan this code for more information about the AQHI and our airshed

[lica.ca](http://lica.ca)



@infoLICA

# Air Quality Health Index

The Air Quality Health Index (AQHI) is a scale designed to help residents understand what the outdoor air quality means to their health. The station listed below collects data that is used to determine the AQHI value. This value is then streamed to our lantern, which changes colour according to the AQHI scale.

This lantern is receiving data from our:

Visit our website [www.lica.ca](http://www.lica.ca) to learn more about air quality and our air monitoring.

## VERY HIGH RISK

- Avoid strenuous outdoor activities
- AQHI Scale: 11

## HIGH RISK

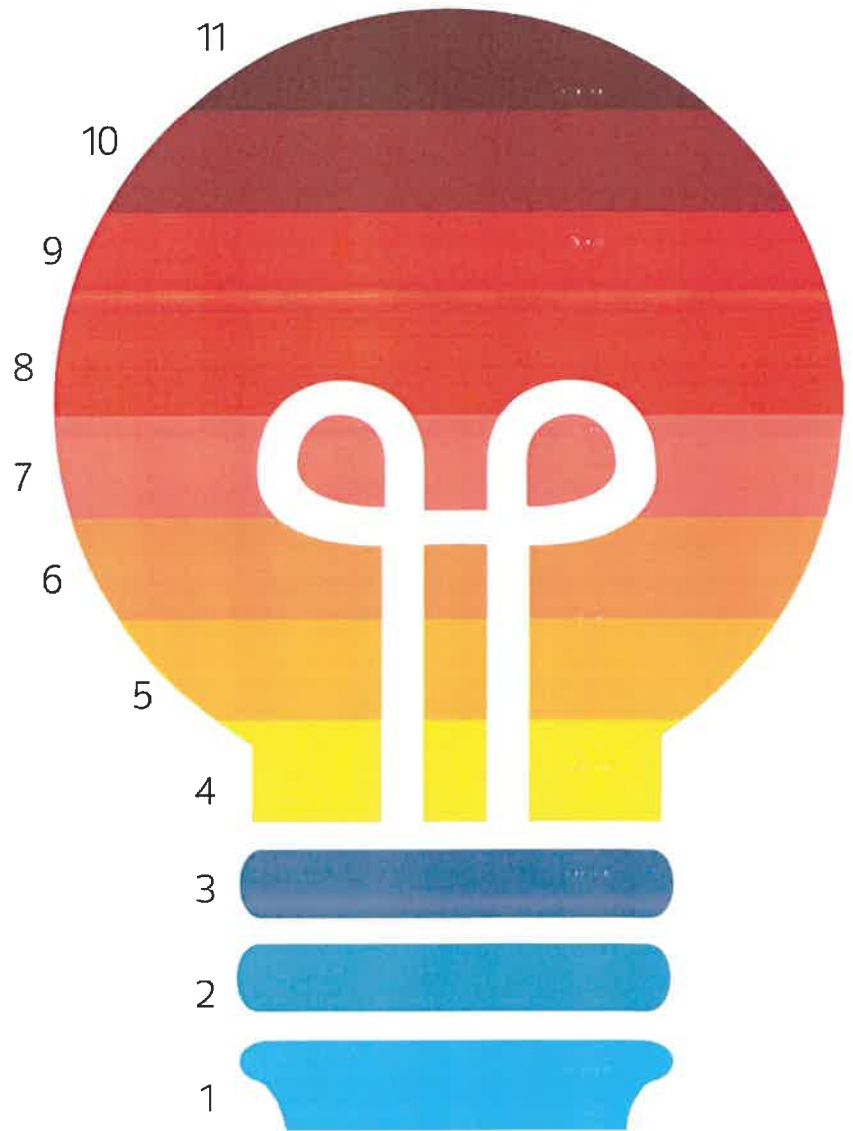
- Reduce or reschedule strenuous outdoor activities
- AQHI Scale: 7-10

## MODERATE RISK

- Consider reducing or rescheduling strenuous outdoor activities
- AQHI Scale: 4-6

## LOW RISK

- Enjoy usual outdoor activities
- AQHI Scale: 1-3





ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Calgary-Hays*

December 19, 2023

AR112681

Reeve Jered Serben  
Smoky Lake County  
PO Box 310  
Smoky Lake AB T0A 3C0

Dear Reeve Serben:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that Smoky Lake County has been approved for a grant of \$99,900 under the Intermunicipal Collaboration component of the 2023/24 ACP in support of your Smoky Lake Region Municipal Land Use Suitability Tool (MLUST) project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver  
Minister

cc: Honourable Brian Jean, MLA, Fort McMurray-Lac La Biche  
Scott Cyr, MLA, Bonnyville-Cold Lake-St. Paul  
Glen van Dijken, MLA, Athabasca-Barrhead-Westlock  
Amy Cherniwchan, Mayor, Town of Smoky Lake  
Leroy Kunyk, Mayor, Village of Vilna  
Richard Warren, Mayor, Village of Waskatenau  
Dawn Phillips, Chief Administrative Officer, Town of Smoky Lake  
Earla Wagar, Chief Administrative Officer, Village of Vilna  
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau  
Lydia Cielin, Interim Chief Administrative Officer, Smoky Lake County



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Calgary-Hays*

December 19, 2023

AR112681

His Worship Leroy Kunyk  
Mayor  
Village of Vilna  
PO Box 10  
Vilna AB T0A 3L0

Dear Mayor Kunyk:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Village of Vilna has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2023/24 ACP in support of your Regional Water and Wastewater Infrastructure Design Study project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver  
Minister

cc: Honourable Brian Jean, MLA, Fort McMurray-Lac La Biche  
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock  
Scott Cyr, MLA, Bonnyville-Cold Lake-St. Paul  
Richard Warren, Mayor, Village of Waskatenau  
Jered Serben, Reeve, Smoky Lake County  
Earla Wagar, Chief Administrative Officer, Village of Vilna  
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau  
Lydia Cielin, Interim Chief Administrative Officer, Smoky Lake County



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister*

*MLA, Calgary-Hays*

**#10.4**

December 19, 2023

AR112681

His Worship Richard Warren  
Mayor  
Village of Waskatenau  
PO Box 99  
Waskatenau AB T0A 3P0

Dear Mayor Warren:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Village of Waskatenau has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2023/24 ACP in support of your Regional Recreational Services Strategy project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by first dialing 310-0000, then 780-422-7125, or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

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I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver  
Minister

cc: Honourable Brian Jean, MLA, Fort McMurray-Lac La Biche  
Scott Cyr, MLA, Bonnyville-Cold Lake-St. Paul  
Glen van Dijken, MLA, Athabasca-Barrhead-Westlock  
Amy Cherniwchan, Mayor, Town of Smoky Lake  
Leroy Kunyk, Mayor, Village of Vilna  
Jered Serben, Reeve, Smoky Lake County  
Dawn Phillips, Chief Administrative Officer, Town of Smoky Lake  
Earla Wagar, Chief Administrative Officer, Village of Vilna  
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau  
Lydia Cielin, Interim Chief Administrative Officer, Smoky Lake County



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

*Office of the Minister*

#10.5

Received by  
Smoky Lake County  
December 20, 2023

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at [rivers.alberta.ca](http://rivers.alberta.ca). To learn more about the impacts of drought on communities and the principles for sound water management, please visit [alberta.ca/drought](http://alberta.ca/drought).

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email [epa.drought@gov.ab.ca](mailto:epa.drought@gov.ab.ca).

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz  
Minister of Environment and Protected Areas

cc: Honourable Ric McIver  
Minister of Municipal Affairs

Honourable RJ Sigurdson  
Minister of Agriculture and Irrigation

Stacey Smythe  
Assistant Deputy Minister, Regulatory Assurance  
Environment and Protected Areas



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website ([www.alberta.ca/local-government-fiscal-framework-capital-funding](http://www.alberta.ca/local-government-fiscal-framework-capital-funding)), to help you plan for the use of this funding. The website also includes a description of the new funding formula.


Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.

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In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website ([www.alberta.ca/local-government-fiscal-framework-operating-funding](http://www.alberta.ca/local-government-fiscal-framework-operating-funding)). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver  
Minister

cc: Chief Administrative Officers



JAN 02 2024

Mr. Bart Guyon  
Reeve, Brazeau County  
7401-Twp Rd 494  
P.O. Box 77  
Drayton Valley AB T7A 1R1

Dear Mr. Guyon:

Thank you for your letter of July 25, 2023, regarding the North Saskatchewan River's nomination as a Canadian Heritage River. I understand that the Honourable Rebecca Schulz, Minister of Environment and Protected Areas with the Government of Alberta has also received a copy of your letter. I regret the delay in responding.

I would like to assure you that a Canadian Heritage Rivers System designation is purely honorific. It carries no legal or regulatory powers. It does not grant any new planning or decision-making powers to federal or provincial governments. The designation has no impact on Brazeau County's decision-making authority, as the municipalities along the other 40 designated Canadian Heritage Rivers can attest to.

The Canadian Heritage Rivers System was established in 1984 as a cooperative federal-provincial-territorial program that identifies, celebrates, and conserves Canadian rivers with exceptional natural, cultural, and recreational values. The Canadian Heritage Rivers System informs, inspires, and encourages Canadians to connect with the country's river heritage and share in its safe-keeping. Being part of the Canadian Heritage River System provides designated rivers with:

- opportunities to foster cooperative river management that unites communities,
- supports cultural connections of Indigenous peoples with rivers,
- stimulates adventure travel and sustainable tourism,
- promotes stewardship and citizen engagement, and
- engages the public in river education, conservation, and recreation.

.../2

To achieve a Canadian Heritage Rivers System designation, a series of documents and studies must be prepared and approved including a pre-screening report; background study with inventory of the river's cultural, natural, and recreational values; a nomination document; and designation document. These documents and studies are required for each new designation, including for any tributaries of existing Canadian heritage rivers.

The Canadian Heritage Rivers Board, consisting of 14 members appointed by the federal, provincial, and territorial governments involved with the program, provides leadership and program direction as outlined in the Canadian Heritage Rivers System's principles, procedures, and operational guidelines. The board also guides the implementation of the 2020 to 2030 strategic plan, reviews nominations, and provides recommendations to federal, provincial and territorial ministers as to whether nominated rivers meet the selection criteria for designation.

Canada's 40 designated heritage rivers each celebrate different elements of Canada's unique cultural, natural, and recreational heritage. Some of the rivers that are part of the Canadian Heritage Rivers System are the Fraser, Ottawa, Saint John, Red, Kazan, and Athabasca rivers. A full list of Canadian Heritage Rivers can be found at <https://chrs.ca/en/rivers>.

Importantly, the Canadian Heritage Rivers System is a non-regulatory program. Under section V – scope of *The Canadian Heritage Rivers System Charter*, “each participant shall retain exclusive responsibilities for its undertaking” and “this Charter shall not be interpreted to create any legal right or obligation between the participants.” The Canadian Heritage Rivers System is not responsible for the day-to-day management of designated rivers or setting individual rivers' management plan objectives.

Management and monitoring activities on designated rivers are led by the local river manager or river stewardship group. The North Saskatchewan Watershed Alliance has volunteered to be the primary river manager for the North Saskatchewan River as the role aligns well with their mandate. As the river manager, the North Saskatchewan Watershed Alliance is well positioned to establish relationships and partner with local stakeholders, experts, and municipalities, including Brazeau County, on river conservation and engagement projects, as well as monitor and report on the values outlined in the river's management plan.



Existing efforts from Brazeau County and other partners will be enhanced as a result of designation. For example, water quality trends on the North Saskatchewan River have been improving, thanks in part to individual community initiatives such as those that Brazeau County has in place. One of the goals outlined on the North Saskatchewan River's designation document is to maintain or improve water quality. Through annual and decadal monitoring reports, the North Saskatchewan Watershed Alliance and Smoky Lake will be able to track, share, and celebrate the efforts of the numerous stakeholders along the river.

Promoting the North Saskatchewan as a diverse recreational amenity and destination, compatible with the natural and cultural heritage values of the river is another key goal outlined in the North Saskatchewan River's designation document. Through designation, stakeholders can come together to develop market-ready tourism and recreation products, encourage tour operators to develop signature experiences in the region, and encourage the development of new amenities. To that extent, becoming a designated Canadian Heritage River represents a starting point for communities and stakeholders to further collaborate on economic and tourism pursuits, establishing new partnerships and thereby unlocking new funding opportunities.

Thank you for sharing your concerns in advance of my consideration of the designation document. In the meantime, I invite you to contact Christine Drake, Manager for Ecological Corridors and Heritage Rivers at Parks Canada at [Christine.Drake@pc.gc.ca](mailto:Christine.Drake@pc.gc.ca) if you have further questions about the Government of Canada's involvement with the Canadian Heritage Rivers System program.

I appreciate your ongoing leadership with regards to the North Saskatchewan River and applaud your municipality's conservation efforts.

Sincerely,



The Honourable Steven Guilbeault, P.C., M.P. (il/lui/he/him)

c.c.: The Honourable Rebecca Schulz, M.L.A.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

#10.8

Received by  
Smoky Lake County on  
December 22, 2023

AR113106

Dear Chief Elected Officials:

Since 2022, Municipal Affairs has been working with the Assessment Model Review Stakeholder Steering Committee consisting of industry representatives and municipal partners, such as Alberta Municipalities and Rural Municipalities of Alberta. The committee was tasked with designing an engagement process that will assist in updating the regulated property assessment models in a fair and transparent manner. I am now carefully considering the committee's proposed engagement plan.

As you are aware, in 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated, and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

Thank you for continuing to work in partnership with the province. I look forward to sharing more information in early 2024 regarding further engagement on the Assessment Model Review.

Sincerely,

Ric McIver  
Minister

cc: Chief Administrative Officers  
Tyler Gandam, President, Alberta Municipalities  
Paul McLauchlin, President, Rural Municipalities of Alberta

**Budget to Actual  
Notes As At Dec 4, 2023**

**Taxes (net)** Taxes levied were \$12,949,622. This is \$85,000 higher than budgeted, however the province assessors are still sending adjustments

**Legislative** We have completed **92 % of the year**. Thus far Council Spending is on track.. There may be a slight surplus (less than 10,000)

**Administration** Administration has used 77% of the budget thus far. There are unexpected costs in Salaries, Legal., and Computer costs. Postage and Utilities are likely to end up over budget, but should be offset by savings in mileage and training. There will be a

**Communications** Communications has used 75% of the budget.

**GIS** GIS has used 88% of the budget.

**Other Government Services** \$445,000 of this is committed to the school. Below is a listing of what has been paid thus far.

6000 STARS	\$	1,000.00	Kalyna
500 Randy Russ Memorial Race	\$	250.00	Worlds Longest Hockey game for kids
\$ 1,500.00 SL Library	\$	500.00	SL Riding Club
\$ 1,500.00 Anne Chorney Library	\$	1,500.00	Vilna Library
\$ 1,500.00 Threshing Bee	\$	500.00	Archery Nationals
\$ 1,000.00 Minor Hockey Provincials	\$	300.00	Kinnettes Ladies Night
\$ 1,000.00 SL Fire Dept	\$	2,673.32	Stry Uk Cath Rec Soc (rest cov by grant)
\$ 500.00 Ukrainian Day Activity	\$	1,000.00	Vilna & Dist Ag Soc
\$ 350.00 Lac Labiche County	\$	300.00	SL Golf Club
\$ 14,000.00 Waskatenau Curling Club	\$	200.00	Wask Remembrance Day
\$ 100.00 Dart Tournament	\$	200.00	SL Remembrance Day
\$ 240.00 Christmas Hamper			
\$ 2,673.32 Ukrainian Orth Soc of Spec	\$	350.00	Holubka Dancers
<b>\$ 39,636.64</b>			
	<b>balance remaining</b>	<b>-\$ 10,636.64</b>	

overage funded from MSI grant and Contingency

**Fire Services** Fire Services have spent 70% of the budget. Salaries and wages are trending to come in over budget due to overtime. Fire fighting costs were higher than expected, however we are applying for grants to offset the unexpected costs.

**Bylaw** Bylaw has spent 66% of the budget thus far. Savings in operational costs should provide a surplus of approximately \$50,000

**Transportation** Transportation has spent 79% of the operating budget thus far. We are expecting to end the year with a surplus, however many costs will come in at year end.

**Environmental Services** Environmental Services have spent 89% of the budget. The department will finish off very close to budget.

**FCSS** 2023 FCSS funds granted out are:

1250 SL Holubka Dancers	3250 SL Library
1000 SL Legion	1000 Warspite Community Hall
1000 Vilna Veselka Dancers	2700 Green Thumb/Golden Needles Respect in
	2000 Sports
6000 Fire Camp motion 371-23	Victoria Trail
	900 Ag Soc
	5000 Public Scating
93308 Aspenview FSLW	
<b>\$ 117,408.00</b>	<b>\$ 2,376.00</b>
<b>grant remaining</b>	

**Planning & Communication** Planning has spent 95% of the budget. Costs will be over budget as a result of the unbudgeted Vilna ACP grant \$126,614 (costs will be reimbursed from Vilna)

**Agriculture Service Board** Ag Services have spent 88% of the budget. The department should finish the year with a surplus

**Economic Development** RCDC development has spent \$20,971 of the \$115,600 budgeted. Dr Recruitment has spent \$14,663 of the \$20,000 There is \$1,000 budgeted for County only Ec Dev and \$0.00 for Victoria District Ec Dev

**Recreation & Cultural Services** Recreation has spent 72% of the budget. The department will end the year with a surplus.

**Gas** The odorant has a profit of \$49,665  
 The CNG program has been cancelled  
 NG Administration Costs spent to date - 84%  
 NG Distribution Costs spent to date - 82%.  
 There were 2 leaks discovered in July . One on TAP 1 and one TAP 2. Based on the Gross Margin from June, the losses likely started in June

	Total Gas Rev	Purchase	Capital	Gross Marg	Profit Marg
2023 to Oct	\$ 1,444,600.53	-\$ 1,022,369.96	-\$ 83,785.43	\$ 338,445.14	33%
2022	\$ 3,224,440.00	-\$ 2,692,763.00	-\$ 144,974.00	\$ 386,703.00	14%
2021	\$ 2,703,448.00	-\$ 1,942,250.00	-\$ 147,212.00	\$ 613,986.00	32%
2020	\$ 1,975,881.00	-\$ 1,261,073.00	-\$ 149,802.00	\$ 565,006.00	45%
2019	\$ 1,938,495.00	-\$ 1,202,745.00	-\$ 148,785.00	\$ 586,965.00	49%
2018	\$ 1,707,265.00	-\$ 1,009,512.00	-\$ 142,615.00	\$ 555,138.00	55%
2017	\$ 2,037,888.00	-\$ 1,332,523.00	-\$ 143,776.00	\$ 561,589.00	42%

Accounts Receivable	Total	Current	Over 30 days	Old Receivables
	\$ 127,327.13	\$ 83,791.50	-\$ 2,064.64	\$ 45,602.27

Taxes Receivable	Total	Current	Arrears	Allowance for write off
Percentage of 2023 taxes collected: 95%	\$ 2,968,222.50	\$ 607,872.64	\$ 2,360,349.86	\$ 1,862,486.00

Natural Gas Receivable	Total	Current	Over 90 days
current accouts are overpaid due to budget plan.	-\$44,333.03	-\$19,358.61	\$ 58,846.00 plan

Warspite Water Receivable	Total	Current	Over 90 days
	\$ 5,347.70	\$ 3,755.59	\$ 2,470.58

SMOKY LAKE COUNTY  
For the Twelve Months Ending December 31, 2023

Summary of All Departments  
Budget to Actual Report

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %	Notes
<b>OPERATING REVENUE</b>					
<b>Taxes</b>					
Farmland & Residential	\$4,141,255	\$4,112,277	(\$28,978)	(0.70%)	
Machinery & Equipment	1,279,951	1,380,287	100,336	7.27%	
Non - Residential	1,377,876	1,304,804	-73,072	(5.60%)	<i>Assessment changes have</i>
Linear	6,143,854	5,998,187	-145,667	(2.43%)	<i>resulted in \$85,000 more tax</i>
Provincial Government	12,479	68,756	56,277	81.85%	<i>revenue</i>
Sewer Levy	9,040	9,040	0	(0.00%)	
<b>Other Income</b>					
Well Drilling/Drill Rigs	4,781	5,500	719	13.08%	<i>Will likely have to write off</i>
Penalties	557,819	91,300	-466,519	(510.97%)	<i>penalties to oil and gas</i>
User Fees and Sales of Goods	2,480,293	3,584,229	1,103,936	30.80%	<i>Extra efforts to maximize</i>
Investment Income	689,027	370,000	-319,027	(86.22%)	<i>interest opportunities</i>
Development Levies	99,991	58,500	-41,491	(70.92%)	<i>Includes road haul</i>
Licenses and Permits	262,293	224,500	-37,793	(16.83%)	
<b>Sales to Other Governments</b>	<b>311,861</b>	<b>342,135</b>	<b>30,274</b>	<b>8.85%</b>	
<b>Grants</b>					
Provincial Conditional - Operating	510,108	707,215	197,107	27.87%	
CLC	117,100	113,230	-3,870	(3.42%)	
<b>Transfer from Operating Reserve</b>	<b>590,000</b>	<b>913,969</b>	<b>323,969</b>	<b>35.45%</b>	
<b>TOTAL OPERATING REVENUE</b>	<b>18,587,728</b>	<b>19,283,929</b>	<b>696,201</b>	<b>3.61%</b>	
<b>OPERATING EXPENSES</b>					
<b>Salaries, Wages, and Benefits</b>					
Salaries & Wages	6,450,214	6,908,651	458,436	6.64%	
Benefits	685,587	1,556,594	871,007	55.96%	
WCB	88,979	85,000	-3,979	(4.68%)	<i>Overall, payroll costs are on</i>
Other Wages	4,132	10,000	5,868	58.68%	<i>track</i>
<b>Contracted and General Services</b>					
Mileage	32,142	59,950	27,808	46.39%	
Meals and Lodgings	69,261	114,860	45,599	39.70%	
Membership & Conference Fees	63,154	95,015	31,861	33.53%	
Freight, Express, Postage	42,990	57,050	14,060	24.65%	
Telephone & Communication	87,704	122,900	35,196	28.64%	
Training	49,129	135,500	86,371	63.74%	
Advertising, Printing, Subscriptions	49,571	72,550	22,978	31.67%	
Accounting & Auditing	49,100	59,000	9,900	16.78%	<i>Audit fees are paid once per</i>
Legal Fees	52,580	43,500	-9,080	(20.87%)	<i>year</i>
Assessor Fees	128,710	142,800	14,090	9.87%	<i>There have been several</i>
Engineering Fees	407,774	307,410	-100,364	(32.65%)	<i>unplanned issues requiring</i>
Other Consulting	69,059	63,500	-5,559	(8.75%)	<i>legal consultation</i>
Computer Programing	147,631	168,750	21,119	12.52%	<i>Unbudgeted engineering fees</i>
Insurance	163,500	320,613	157,113	49.00%	<i>funded through unbudgeted</i>
Other Services	1,100,419	3,361,136	2,260,716	67.26%	<i>bridge grant approved</i>
Materials, Goods, and Utilities	77,491	133,837	56,346	42.10%	<i>Unbudgeted consulting fees</i>
Office/Food/Janitorial Supplies	1,234,976	1,503,650	268,674	17.87%	<i>funded through unbudgeted</i>
Fuel/Parts/ Etc	607,875	50,000	-607,875	0.00%	<i>Unbudgeted consulting fees</i>
Gravel	24,454	25,546	1,092	4.47%	<i>funded through unbudgeted</i>
Chemicals	48,096	72,400	24,304	33.57%	<i>Planning grants approved</i>
Computer Supplies	168,816	220,699	51,883	23.51%	
Utilities	5,800	29,000	23,200	80.00%	<i>long term service awards will</i>
Employee Recognition	1,731,502	2,564,073	832,571	32.47%	<i>be purchased December</i>
Other General Supplies					

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %	Notes
<b>Transfers to Local Boards &amp; Agencies</b>	<b>915,853</b>	<b>764,865</b>	<b>-150,988</b>	<b>(19.74%)</b>	<i>includes loan to MCC</i>
<b>Write Offs</b>	<b>44,159</b>	<b>3,000</b>	<b>-41,159</b>	<b>(1371.96%)</b>	<i>Oil &amp; gas tax write offs</i>
<b>Bank Charges &amp; Interest</b>	<b>4,189</b>	<b>6,000</b>	<b>1,811</b>	<b>30.19%</b>	
<b>Requisitions</b>	<b>531,594</b>	<b>2,574,024</b>	<b>2,042,430</b>	<b>79.35%</b>	
<b>Contingency</b>		<b>174,526</b>	<b>174,526</b>	<b>100.00%</b>	
<b>Amortization</b>		<b>2,265,300</b>	<b>2,265,300</b>	<b>100.00%</b>	
	<u>15,136,441</u>	<u>24,046,153</u>	<u>8,909,711</u>	<u>37.05%</u>	
<b>Total Operations</b>	<b>3,451,287</b>	<b>-4,762,224</b>	<b>-8,213,510</b>	<b>172.47%</b>	
<b>Capital Funding</b>					
Sale of Capital Assets	67,434	553,800	486,366	87.82%	
Provincial Capital Grants	2,296,341	3,303,489	1,007,148	30.49%	
Transfer from Reserve		1,930,659	1,930,659	100.00%	
<b>Capital Funding</b>	<b>2,363,775</b>	<b>5,787,948</b>	<b>3,424,173</b>	<b>59.16%</b>	
<b>Capital Expenses</b>					
Buildings & Land	15,650	140,000	124,350	88.82%	
Transfer to Reserve	737,000	1,064,000	327,000	30.73%	
Land Improvements	21,489	15,000	-6,489	(43.26%)	
Equipment	837,207	1,465,155	627,948	42.86%	
Vehicles	529,764	583,804	54,040	9.26%	
	<u>2,141,110</u>	<u>3,267,959</u>	<u>1,126,849</u>	<u>34.48%</u>	
<b>Total Capital</b>	<b>222,665</b>	<b>2,519,989</b>	<b>2,297,324</b>	<b>91.16%</b>	
<b>Net Profit/Loss</b>	<b>3,673,952</b>	<b>-2,242,235</b>	<b>-5,916,186</b>	<b>263.85%</b>	
<b>Remove Amortization</b>		<b>2,265,300</b>	<b>2,265,300</b>	<b>100.00%</b>	
<b>Adjusted Surplus (Deficit)</b>	<b>3,673,952</b>	<b>23,065</b>	<b>-3,650,886</b>	<b>(15827.94%)</b>	

2023-12-04

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SMOKY LAKE COUNTY  
For the Twelve Months Ending December 31, 2023

Council  
Budget to Actual Report

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %
<b>OPERATING REVENUE</b>				
Taxes				
Other Income				
Grants				
<b>OPERATING EXPENSES</b>				
<b>Salaries, Wages, and Benefits</b>				
Salaries & Wages	\$332,391	\$362,348	\$29,957	8.27%
Benefits	68,023	72,470	4,447	6.14%
<b>Contracted and General Services</b>				
Mileage	19,145	25,600	6,455	25.21%
Meals and Lodgings	18,749	20,110	1,361	6.77%
Membership & Conference Fees	11,267	15,215	3,948	25.95%
Telephone & Communication	5,469	5,000	-469	(9.38%)
Other Services		1,500	1,500	100.00%
<b>Materials, Goods, and Utilities</b>				
Office/Food/Janitorial Supplies	214	3,000	2,786	92.87%
Computer Supplies	1,055	6,000	4,945	82.41%
	456,313	511,243	54,930	10.74%
<b>Total Operations</b>	<b>-456,313</b>	<b>-511,243</b>	<b>-54,930</b>	<b>10.74%</b>
<b>Capital Funding</b>				
<b>Capital Expenses</b>				
<b>Net Profit/Loss</b>	<b>-456,313</b>	<b>-511,243</b>	<b>-54,930</b>	<b>10.74%</b>
<b>Adjusted Surplus (Deficit)</b>	<b>-456,313</b>	<b>-511,243</b>	<b>-54,930</b>	<b>10.74%</b>

SMOKY LAKE COUNTY  
For the Twelve Months Ending December 31, 2023

Natural Gas  
Budget to Actual Report

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %
<b>OPERATING REVENUE</b>				
<b>Taxes</b>				
<b>Other Income</b>				
Penalties	\$22,909	\$6,000	(\$16,909)	(281.82%)
User Fees and Sales of Goods	2,035,142	2,988,520	953,378	31.90%
Investment Income		20,000	20,000	100.00%
Licenses and Permits	4,920		-4,920	0.00%
<b>Grants</b>				
<b>TOTAL OPERATING REVENUE</b>	<b>2,062,971</b>	<b>3,014,520</b>	<b>951,549</b>	<b>31.57%</b>
<b>OPERATING EXPENSES</b>				
<b>Salaries, Wages, and Benefits</b>				
Salaries & Wages	705,508	858,549	153,041	17.83%
Benefits	154,519	194,776	40,257	20.67%
<b>Contracted and General Services</b>				
Mileage	1,332	3,600	2,268	62.99%
Meals and Lodgings	11,324	19,500	8,175	41.93%
Membership & Conference Fees	9,710	36,000	26,290	73.03%
Freight, Express, Postage	9,810	12,600	2,790	22.15%
Telephone & Communication	14,823	23,490	8,667	36.90%
Training	4,378	9,500	5,122	53.91%
Advertising, Printing, Subscriptions	5,062	2,500	-2,562	(102.49%)
Accounting & Auditing	14,729	17,000	2,271	13.36%
Legal Fees		1,000	1,000	100.00%
Engineering Fees	5,069	7,500	2,431	32.41%
Other Consulting	1,182	1,200	18	1.46%
Computer Programing	9,680	20,000	10,320	51.60%
Insurance	36,282	38,901	2,619	6.73%
Other Services	27,535	50,850	23,315	45.85%
<b>Materials, Goods, and Utilities</b>				
Office/Food/Janitorial Supplies	13,246	19,600	6,354	32.42%
Fuel/Parts/ Etc	73,587	97,000	23,413	24.14%
Computer Supplies	506	4,500	3,994	88.75%
Utilities	10,216	11,620	1,404	12.08%
Employee Recognition		3,000	3,000	100.00%
Other General Supplies	1,132,071	1,353,033	220,962	16.33%
<b>Write Offs</b>	<b>131</b>		<b>-131</b>	<b>0.00%</b>
<b>Amortization</b>		<b>245,000</b>	<b>245,000</b>	<b>100.00%</b>
	2,240,700	3,030,719	790,017	26.07%
<b>Total Operations</b>	<b>-177,729</b>	<b>-16,199</b>	<b>161,531</b>	<b>(997.17%)</b>
<b>Capital Funding</b>				
Sale of Capital Assets		10,000	10,000	100.00%
Transfer from Reserve		105,500	105,500	100.00%
<b>Capital Funding</b>		<b>115,500</b>	<b>115,500</b>	<b>100.00%</b>
<b>Capital Expenses</b>				
Buildings & Land		140,000	140,000	100.00%
Transfer to Reserve		50,000	50,000	100.00%
Equipment		22,000	22,000	100.00%
Vehicles	74,122	73,500	-622	(0.85%)
	74,122	285,500	211,378	74.04%
<b>Total Capital</b>	<b>-74,122</b>	<b>-170,000</b>	<b>-95,878</b>	<b>56.40%</b>
<b>Net Profit/Loss</b>	<b>-251,851</b>	<b>-186,199</b>	<b>65,654</b>	<b>(35.26%)</b>
<b>Remove Amortization</b>		<b>245,000</b>	<b>245,000</b>	<b>100.00%</b>
<b>Adjusted Surplus (Deficit)</b>	<b>-251,851</b>	<b>58,801</b>	<b>310,654</b>	<b>528.31%</b>

## Smoky Lake County 2023 Capital Budget

Dept		Item #	EXPENSE		Notes
			Budget	Actual	
ADM	AGGREGATE LICENSE REV TO RESERVE	R n/a	200,000		from aggregate license
ADM	ADMIN BUILDING RESERVE	R 1	50,000	7,200	office lighting carry over from 2022
ADM	Sell Municipal Land		80,000	49,436	
ADM	Sell Municipal Land			5,171	
ADM	ORTHO PHOTOS	E 3	109,255	46,500	ACP grant was denied
	<b>ADMIN DEPARTMENT TOTAL</b>		<b>279,255</b>	<b>907</b>	
Bylaw	PEACE OFFICER TRUCK LIGHTS ETC	E 4	40,000	36,587	includes lights/modifications etc.
	<b>Byl DEPARTMENT TOTAL</b>		<b>40,000</b>	<b>36,587</b>	
FIRE	FIRE BUILDING RESERVE	R 5	75,000	75,000	
FIRE	FIRE EQUIPMENT RESERVE	R 6	10,000	10,000	
FIRE	FIRE APPARATUS RESERVE	R 7	162,000	162,000	
	PUMP FPR WASKATENAU FIRE TRUCK		93,000	68,585	
FIRE	AFRCS RADIO SOFTWARE UPDATE	E 8	15,000		
FIRE	PROTECTIVE SERVICES DRONE	E 9	9,500		
	<b>FIRE DEPARTMENT TOTAL</b>		<b>364,500</b>	<b>315,585</b>	
PW	2022 REPLACE GRADER	E	647,400		
PW	2022 CAT REBUILD		350,000	333,487	
	GRADER RESERVE		300,000	300,000	replace 2 in 2024 (move from gen cap reserve to trans reserve)
PW	REPLACE SANDING TRUCK 195	E 11	100,000		Lease or purchase used
PW	REPLACE WHEEL LOADER	E 12	100,000	439,000	Lease or purchase used
PW	MOTION 840-22 REPLACE 101C	V	63,500	71,650	
PW	MOTION 840-22 REPLACE 101A	V	63,500	62,988	
PW	REPLACE STREETSWEPPER 114	E	-		recommend rent instead of purchase
PW	REPLACE CREW TRUCKS 109 &100A	V	142,804		
	TRANSF 206 FROM GAS DEPT		10,000		
	PURCHASE BLADE FOR 206		11,000	8,740	
PW	GRAVEL SALES TO RESERVE	R	27,000		transf royalty fr gravel sale to grav reserve
	ENTERPRISE VEHICLE REPLACEMENT			307,553	
PW	Shop Carryover	R		7,348	
	<b>PUBLIC WORKS DEPARTMENT TOTAL</b>		<b>1,815,204</b>	<b>1,530,765</b>	
E & P	FROM PREV YEARS :MONS LAKE BEACH/EROSION		20,000		
E & P	FROM PREV YEARS: EMERGENCY BOAT LAUNCHES	V	58,000		
E & P	MOTION 840-22 REPLACE 239A	V	63,500	56,691	
E & P	MOTION 840-22 REPLACE 226B	V	63,500	56,690	
E & P	MOTION 840-22 REPLACE 227	V	63,500	56,689	
	RESERVE FOR SEWER		5,000	5,000	
E & P	GARBAGE TRUCK RESERVE		50,000	50,000	
E & P	REPLACE MOWER 7345 & 722	E 13			removed
E & P	REPLACE TILT TRAILER 136	E 14			removed
E & P	GRAPPLE ATTACHMENT FOR SKID STEER	E 15			removed
	<b>ENV &amp; PARKS DEPARTMENT TOTAL</b>		<b>323,500</b>	<b>225,070</b>	
PLN	HISTORIC DESIGNATION PLAQUE	L	15,000	21,489	OVER BUDGET (A Portion to be paid by Wask)
	<b>PLANNING DEPARTMENT TOTAL</b>		<b>15,000</b>		
AG	RESERVE FOR EQUIPMENT	E	135,000	135,000	
AG	UTILITY SNOWMOBILE	E 17	8,000	9,500	Motion 942-23
	<b>AGRICULTURE DEPARTMENT TOTAL</b>		<b>143,000</b>		
	<b>MUNICIPAL TOTAL</b>		<b>2,980,459</b>	<b>2,107,100</b>	
GAS	Infrastructure Line Replacement	R	50,000		
GAS	POLESHED FROM PREV YEARS		60,000		
GAS	RMO REPLACEMENT	B 18	140,000		
GAS	RMO MODEM REPLACEMENT	E 19	22,000		
GAS	REFURBISH TRUCK BOX (UNIT 202)	V 20	13,500		
GAS	TRUCK REPLACMENT - ENTERPRISE	V 21	60,000	73,241	sell to County
	<b>NATURAL GAS TOTAL</b>		<b>345,500</b>		
	<b>ORGANIZATIONAL TOTAL CAPITAL PURCHASES</b>		<b>3,325,959</b>		



Municipality of SMOKY LAKE COUNTY

	<u>CIBC GENERAL ACCOUNT</u>	<u>GENERAL ACCOUNT</u>	<u>ATB PAYROLL ACCOUNT</u>	<u>NOTICE ACCOUNT</u>	<u>SAVINGS ACCOUNT</u>
NET BALANCE AT October 31, 2023	<b>318,903.15</b>	<b>1,827,118.76</b>	<b>266,559.12</b>	<b>15,038,507.30</b>	<b>2,792,193.87</b>
<b>Receipts for the month of Nov</b>					
Interest	1,133.53	5,107.34	1,372.42	75,972.72	14,855.46
Taxes & Penalties	1,201.53	1,406,398.82			
Utility		193,155.82			
Miscellaneous Services & Sales		58,352.86			
Town Gas		25,662.26			
Odorant/Infill		12,281.94			
MSI Capital Grant		640,324.00			
Transfers to/from Savings				1,000,000.00	500,000.00
Total Receipts	2,335.06	2,341,283.04	1,372.42	1,075,972.72	514,855.46
<b>SUB-TOTAL</b>	<b>321,238.21</b>	<b>4,168,401.80</b>	<b>267,931.54</b>	<b>16,114,480.02</b>	<b>3,307,049.33</b>
LESS					
<b>Disbursements for the month of Nov</b>					
Transfer funds to ATB Payroll		-371,369.05	371,369.05		
Transfer funds to Savings		-1,500,000.00	-372,085.16		
Bills and Accounts		-1,078,879.50			
Bank Charges	-11.50	-175.97			
Total Disbursements	-11.50	-2,950,424.52	-716.11	0.00	0.00
<b>NET BALANCE AT November 30, 2023</b>	<b>321,226.71</b>	<b>1,217,977.28</b>	<b>267,215.43</b>	<b>16,114,480.02</b>	<b>3,307,049.33</b>
NET BALANCE AT November 30, 2023	321,226.71	1,499,914.42	267,215.43	16,114,480.02	3,307,049.33
Outstanding Deposits		9,548.14			
Less Outstanding Cheques		-291,485.28			
<b>NET BALANCE AT November 30, 2023</b>	<b>321,226.71</b>	<b>1,217,977.28</b>	<b>267,215.43</b>	<b>16,114,480.02</b>	<b>3,307,049.33</b>
<b>REVOLVING LINE OF CREDIT</b>					
NET BALANCE AT October 31, 2023					<u>0.00</u>
Disbursements					0.00
Payments					0.00
<b>NET BALANCE AT November 30, 2023</b>					<u>0.00</u>

THIS STATEMENT SUBMITTED TO COUNCIL, THIS

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Reeve

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Secretary-Treasurer