



SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, June 13, 2024, at 9:00 a.m. held

Virtually <https://video.businessconnect.telus.com/join/664110805> (Meeting ID # 664110805) and

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

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes
 - 3.1. Council Regular Meeting Minutes of May 23, 2024
4. Delegation(s)

Nil
5. Public Hearing (*Council Meeting is Recessed and Public Hearing is undertaken on a Separate Agenda*)

Nil
6. Municipal Planning Commission - **Council Meeting Recessed at 11:00 a.m. to undertake a Separate MPC Agenda for: DP-018-24: Natural Resource Extraction/Processing Facility (Sand & Gravel)**

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

7. Business – Requests for Decisions
 - 7.1. Agriculture Services Poster Contest
 - 7.2. Policy Statement No. 08-19-03: Smoky Lake County Community Learning Council Program – Legal Host Agreement
 - 7.3. Bylaw 1463-24: Planning and Development Fees Bylaw (this will be a repeal and replacement of the existing P&D fees Bylaw 1431-23)
 - 7.4. Public Land Sale Tender & Public Land Lease Tender for County-owned lands
 - 7.5. Smoky Lake Grapevine Distribution by Email
 - 7.6. Regional Parades Participation
 - 7.7. Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant
 - 7.8. Custom Work for Smoky Lake Hutterite Colony
 - 7.9. Water line Crossing on Road Allowance
8. Interim Chief Administrative Officer (CAO) Report
 - 8.1. Interim CAO Report from April 24, 2024 to May 31, 2024
 - 8.2. CAO: Kevin Lucas – Execution of the Code of Conduct and Oath of Confidentiality
9. Council Committee Reports (*provided at the second Council meeting of the month*)

Nil
10. Correspondence
 - 10.1. Letters of Support for the Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream (RRS) Community Designation, from Town of Smoky Lake, Village of Waskatenau, and Village of Vilna

- 10.2. Letter from Municipal Affairs Minister, dated May 24, 2024, Bill 20 – Municipal Affairs Statutes Amendment Act to change the Local Authorities Election Act and MGA
- 10.3. Email from Carl Tatarin, dated May 25, 2024, requesting clarification on the County's position on Long Term Care and information on initiatives relating to same
- 10.4. Sponsorship Package from Ukrainian Canadian Congress (UCC), for Ukrainian Day, August 25, 2024 at the Ukrainian Cultural Village
- 10.5. Poster from Lakeland Agricultural Research Association (LARA), listing their events scheduled for June to August, including the Smoky Lake Summer Field Day: July 30, 2024
- 10.6. Memorandum from Alberta Health Services (AHS), dated May 29, 2024, providing an update on the Vilna Community Health Centre
- 10.7. Letter from Northern Lights Library System (NLLS), dated May 23, 2024, notice of Library Services Grant Funding Distribution
- 10.8. Emails & Letter from Heidi and Malcome Kane, date May 22, 2024, vandalized / missing wayfinding signs at Garner Lake
- 10.9. Bulletin from Rural Municipalities of Alberta (RMA), dated May 30, 2024, seeking input on the Community Aggregate Payment Levy
- 10.10. Email from Healthy Families Healthy Futures, dated May 29, 2024, invitation to the Annual General Meeting, scheduled for June 17, 2024, in Westlock
- 10.11. Letter from RCMP Smoky Lake, dated May 29, 2024, Traffic Complaints at Public Works Shop
- 10.12. Letter from Ag for Life, dated May 21, 2024, offering an Annual Membership for \$2,500.00
- 10.13. Letter from Federation of Alberta Gas Co-ops Ltd., dated May 17, 2024, in respect to the 2024 Operations & Maintenance (O&M) Audit for Smoky Lake County Natural Gas

11. Information Release

- 11.1. Information Release Report from May 1, 2024 to May 31, 2024

12. Financial Reports

- 12.1. Financial Statement for the Month of April, 2024
- 12.2. Bills and Accounts

13. Next Meetings

- 13.1. Reconfirm Smoky Lake County Council's scheduled upcoming Meetings are as follows:
 - Thursday, June 27, 2024, at 9:00 a.m. (Regular Council Meeting)
 - Thursday, August 8, 2024, at 9:00 a.m. (Regular Council Meeting)
 - Thursday, August 22, 2024, at 9:00 a.m. (Regular Council Meeting)

14. In Camera (Executive Session)

- 14.1. Legal Issue, in respect to Land purchase (0.054 acres) to accommodate BF76552 Bridge Replacement, Rge Rd 132 North of Twp Rd 610, under the authority of the FOIP Act, Section 16: Third Party Business Interests
- 14.2. Legal Issue, in respect to the Municipal Land Use Suitability Tool (MLUST) Project Contract Award, under the authority of the FOIP Act, Section 16: Third Party Business Interests
- 14.3. Legal Issue, in respect to Direct Control (DC2) District Development Permit, under the authority of the FOIP Act Section 24: Advice from Officials

15. Adjournment.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **May 23, 2024**, at 9:03 A.M. held both virtually online and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, May 23, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Céré	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

Observers in Attendance Upon Call to Order:

Comm. Officer	Evonne Zukiwski	Present Virtually
P & D Manager	Jordan Ruegg	Present Virtually
Nat. Gas Manager	Daniel Moric	Present Virtually
GIS Operator	Carole Dowhaniuk	Present Virtually
P. W. Manager	Chris Minailo	Present Virtually
Fire Srv. Clerk	Meaghan Andreychuk	Present Virtually
Peace Officer	Tate Murphy	Present Virtually
Ag. Fieldman	Carleigh Danyluk	Present Virtually
Delegation	Marianne Janke	Present in Chambers
Public	1 Member	Present Virtually
Media	No Members	N/A

2. Agenda:

594-24: Gawalko

That the Smoky Lake County Council Meeting Agenda for Thursday, May 23, 2024, be adopted, as amended:

Addition to the Agenda:

1. Executive Session – Personnel Issue, in respect to Public Works Personnel, under the authority of the FOIP Act, Section 17: Third Party Personal Privacy.
2. Executive Session – Legal Issue, in respect to an update on Physician recruitment, under the authority of the FOIP Act, Section 27: Privileged Information.

Carried Unanimously.

3. Minutes:

3.1. Minutes of the Regular Council Meeting, May 9, 2024

595-24: Fenerty

That the minutes of the **Smoky Lake County Regular Council Meeting**, held on Thursday, May 9, 2024, be adopted as presented.

Carried.

4. Delegations:

4.1. Riverland Recreational Trail Society and Smoky Lake Trail Twisters

Virtually present before Council from 9:08 a.m. to 9:28 a.m., was representatives from Riverland Recreational Trail Society: Marianne Janke, and Smoky Lake Trail Twisters Snowmobile Club: Spencer Kotylak, as a joint delegation to clarify the Riverland Recreational Trail Society's Annual Maintenance fees for the Iron Horse Trail, as requested through Council's April 11, 2024, Motion #490-24.

The Delegations: representatives from Riverland Recreational Trail Society and Smoky Lake Trail Twisters Snowmobile Club, left Council Chambers, time 9:28 a.m.

Riverland Recreational Trail Society

596-24: Serben

That Smoky Lake County Council **approve to pay** the three invoices from Riverland Recreational Trail Society under:

Invoice #2022-24, in the amount of \$2,500.00

Invoice #2023-24, in the amount of \$2,500.00

Invoice #2024-24, in the amount of \$2,500.00

for the Riverland Recreational Trail Society's Operations and Maintenance fees for Years 2022, 2023, and 2024; in response to the explanation of maintenance responsibility, as per the verbal information provided by the May 23, 2024, Delegations: Representatives from Riverland Recreational Trail Society: Marianne Janke, and Smoky Lake Trail Twisters Snow Mobile Club: Spencer Kotylak; **and** bring forward a new funding agreement for consideration in response to the letter deferred by County Council in February 2022, received from Marvin Bjornstad, President, Riverland Recreational Trail Society, dated January 3, 2022, requesting renewal of the three-year funding agreement which expired in Year-2021.

Carried.

5. Public Hearing:

Nil.

6. 6. Municipal Planning Commission (MPC):

Nil.

7. Request for Decision:

7.1. Five-Year Road Plan Amendment - Warspite Dust Control on Range Road 183

597-24: Céré

That Smoky Lake County Council approve to amend Policy Statement No. 03-18-19: Five-Year Road Plan to incorporate a **Year-2025 project** in the amount up to \$25,000.00, for the purpose of adding an oil-based dust control along the west side of the Hamlet of Warspite, on Range Road 183, south of Township Road 592, between 51 Avenue, Warspite, up to the existing oil-based dust control at the Rural Address: 59153 Rge Rd 183, for approximately 250 meters.

Carried.

7.2. FCSS Grant Funding Request – Friends of the Vilna Pool Hall Society

598-24: Serben

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:

Community Group	Eligibility	Funding
Friends of the Vilna Pool Hall Society	Volunteer Appreciation	\$1,290.00

Carried.

One Member of the Public, virtually joined the meeting, time 9:50 a.m.

7.3. Community Communication Mobile Application

599-24: Halisky

That Smoky Lake County **not participate** in purchasing a Community Communication mobile application to facilitate emergency alerts and day-to-day notifications from the Smoky Lake Region to subscribers, as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-318-24, due to the County’s current communication applications being sufficient.

Carried.

7.4. Regional Municipal Energy Manager - Municipal Climate Change Action Centre

600-24: Serben

That Smoky Lake County Council **take no action** to support a joint application to the Municipal Climate Change Action Centre (MCCAC), as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-319-24, which was proposed to be for the purpose of potentially funding a salary up to the maximum amount of \$80,000.00, with any unfunded salary amount to be funded jointly by each regional partner to employ a Smoky Lake Region Municipal Energy Manager, who would develop an energy management plan, implement energy saving opportunities and realize energy savings.

Carried.

8. Interim Chief Administrative Officer’s Report:

8.1 Interim Chief Administrative Officer (CAO) Report

No Report.

8.2 Chief Administrative Officer (CAO): Appointment

601-24: Serben

That Smoky Lake County Council appoint Mr. Kevin Lucas as the Chief Administrative Officer (CAO) for Smoky Lake County, effective June 3, 2024, and approve to execute the CAO Employment Contract Agreement between Kevin Lucas and the County; and announce the said appointment through a press release posted in the County Grapevine and on the County’s Website and on Social Media.

Carried.

9. Council Committee Reports:

9.1 Division One Councillor’s Report on various Committees, Boards & Commissions

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

- May 8 attended the 28/63 water commission meeting with chair Lorne Halisky.
- May 16 attended the Evergreen Regional Waste Management commission with alternate Lorne Halisky, information on the ACP grant St. Paul county would accept the position of proposed waste management in Evergreen region and will be applying on all the municipalities behalf & managing the grant, a RFP for auditing services will be sent out to several accounting firms, Ashley gave the financial report some GIC’s are due and will be reinvested, Paul gave the site report the loader needs some new tires so we went over some quotes we received and he will do some more research into prices, the new employee Dakota started and he is available to work landfills in other municipalities for 21.65

per hour plus travel allowance, steel gates have been stolen in St. Paul grazing reserve next door to Evergreen site, the site is in good shape the Boscombe 4H club with 30 parents & members they cleaned all scavenge garbage within the boundary & received 2,000 dollars for their club, work on the inert waste cell has been given approval & July 2 is the start date with a preconstruction meeting in mid-June, A & F Metal interested in hauling metal waste from Lafond site at 160.00 per ton, next meeting June 20, 10:00 am.

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

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

April 25, 2024 - Assessing the Viability of Smaller Municipalities - 5:30 p.m. - via Zoom

- This discussion is on the final paper in the Future of Municipal Government series in partnership with the University of Calgary. The webinar will focus on the paper's findings, highlight what influences the viability of small communities, and provide policy tools to address these challenges.

May 13, 2024 - Muni-Corr - St. Paul County Chambers - 10:00 a.m.

- Bylaw update - Five municipalities have approved. Town of Smoky Lake still has some issues with wording. Marianne to attend as a delegation. MD of Bonnyville had a few changes, but consensus is that they be filed until bylaw is next reviewed. County of St. Paul has rebuilt road to Edouardville and had taken .0333 hectare. County has also reinforced Texas gate. Question asked if Muni-Corr wants to get paid for that portion of road (voted that no payment required by County). Muni-Corr will look at a process for ATV use on trail in the event of a drought/fire situation and with consult with all municipalities. Don Millhouse has made a request for access on Muni-Corr property in Vilna - request for more information, deferred to next meeting. Glendon vehicles have been using the Iron Horse Trail as a road. RRTS will install signs and use enforcement to deter this. Cameras will also be installed.

May 15, 2024 - Community Futures - 5:30 p.m. - via Zoom

- Closed session - delinquency/loan portfolio/loans. Community Futures was involved with the Connect for Food Initiative in Vermilion - 120 people attended. CF is searching for funding for Digital Services Squad employees who have helped upward of 100 entrepreneurs in our area. Year end audit currently being done (May 13-15). Lemonade Day training - May 7,8,21. Lemonade Tasting Day - June 5. CF AGM - June 19.

May 22, 2024 - Northern Lights Library System - AGM & Board Meeting Elk Point NLLS office - 10:00 a.m.

- ALTA Trustee Report given, Financial report presented (NLLS is waiting for Provincial Operating Grant). James MacDonald unveiled the new GOcard which has been designed or First Nations & Metis Settlements to make it easier for them to get a library card. There are no libraries on First Nations. Budget 2025 - there will be a 1.5% increase in levy to each municipality. Some of the other Library Systems have asked for a 6% levy increase. Next meeting TBD.
- Guest speaker was Jim Harris, internationally acclaimed speaker on AI Technology and its future use in libraries. He suggested with small libraries have few hours/week that Chat GPT could be used to assist staff with Grant Writing, something that could be very well utilized instead of hiring so-called Grant Writers.

Other Meetings

- April 29, 2024 - Joint Municipalities Mtg - 5:00 p.m. - Vilna Seniors' Centre
- April 30, 2024 - Physicians & Health Care - 9:00 a.m. (via Zoom - alternate)
- April 30, 2024 - RCDC - 1 :00 p.m. (via Zoom - alternate)
- May 2, 2024 - Friends of Vilna Pool Hall Society - Vilna Pool Hall - 7:00 p.m.
- May 9, 2024 - County Council Meeting - Council Chambers - 9:00 a.m.
- May 9, 2024 - MCC - Town of Smoky Lake Chambers - 5:30 p.m.
- May 14, 2024 - Vilna Library Meeting - Vilna Library - 6:30 p.m.
- May 18, 2024 - Cancer Benefit Fundraiser - Vilna Pool Hall - all day event
- May 23, 2024 - County Council Meeting - Council Chambers - 9:00 a.m.

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

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

April 25 - Regular Council Mtg.

April 27 - FCSS ESS Training

- This was a great introduction session as to what is needed in the event of an emergency as well as a review of the roles and responsibilities of those who volunteer. At the end, there was an opportunity to review some situations and discuss how to address them.

April 29 - Joint Municipalities Mtg. in Vilna

May 02 - Bill 20

- Phone conversation discussing Bill 20 and the proposed changes which could impact municipal governance.

May 09 - Regular Council Mtg.

May 09 - MCC Shareholders Mtg.

May 14 - Rural Health and System Refocus Telephone Town Hall

- Interesting town hall with an opportunity to ask questions near the end of the call. Most of the questions asked were from individuals who reside in the Northeast and Northern parts of the province.

May 15 - Alberta Bilingual Municipalities of Alberta

- Provided an update relating to recent grant applications (unsuccessful).
- Some funding is available for expanding French Language signage within French communities.

May 16 - FCSS (Zoom)

- Updates on local programming in place: Come Play With Me (a program for caregivers and children aged 0-5), Afterschool Program (a weekly program for kids grades 1-3), Dungeons and Dragons (a monthly program for children 11 years of age and older), Paint with the Greats (monthly program for caregivers and children age 7-10), and Youth Council to name a few.
- Elevate Wellness: committee meeting was held on April 30 where they reviewed sustainability funds and the action plan/budget requirements to finalize pending initiatives
- Mental Wellness: Mental Health Wellness Awareness Week, May 6-12.
- Upcoming events discussed included the Street Fair on May 23, CN Station 105th Anniversary on May 25, May 29 Interagency meeting and the Board Meeting Workshop to be held on June 20.

May 17 - Smoky Lake Foundation Mtg., Vilna

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

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

May 06, 2024 – Bellis Board of Trade Meeting in Bellis (in-person)

- Discussion was held on fund raising such as annual Hamlet garage sale and meat raffle; purchasing/set up of flower half barrels for/to beautify main street; set up for the August 2024 Randy Russ Barrell Race including raffle ticket table and tents.
- Financial report was given with all in good standing.
- Presented some County things on the go such as Health Care, EMS, Policing, Housing, Fire Services, Tourism/SLTC and water/wastewater possible grant funding etc.
- Bellis Hamlet Hwy sign on Highway 28 was deferred to the next meeting.
- Next Meeting date is July 15, 2024.

May 08, 2024 – Highway 28/63 Regional Water Services Commission Regular Meeting (Lorne and Dan in-person)

- Discussed Member Municipalities Drought and Water Restriction Management Plans and still waiting for St Paul's Plan.
- Financial report was given by the Commission Financial Manager with all in good standing and on budget.
- Clayton Leppard legal council for Whitefish Lake First Nation stated that WFL is proceeding with the disposition, licencing, setting up a corporation and becoming a commission member etc.
- Operations Manager reported that they are continuing boosting chlorine to assure safe drinking parameters at Whitefish Lake Reservoir. Radway communications tower replacement will take place in May/24. Work is continuing on a water connection for a Thorhild County resident. SCADA System work is ongoing to support remote operations and applied for grant funding to replace SCADA System as the current system is outdated/failing including proactive tower inspections to help prevent communication failures etc.
- Government of Alberta Grant Program Representative stated that we will hear soon on the Water for Life Grant and stated that we will be happy with the announcement.
- Set up a Water Commission Orientation Tour tentatively on June 19, 2024.
- Had a presentation from Aquatera Utilities Inc. on managing the administration and operations for the commission and drafting a commission management document to possibly go out for tender etc.
- Next Meeting date is June 12, 2024.

May 13, 2024 – Smoky Lake Region – Kosiv Ukraine Twinning Committee Meeting (virtual)

- Update from Kosiv starting with thanking the Twinning Committee and Smoky Lake Region for the support, all the funding is basically going to war activities and trying to maintain infrastructure. Their Council is working hard to support education, health, and workers. Russia tried to take over more territory and Kosiv Region has over 1000 people involved in the war and unfortunately have lost 46 lives in the war.
- Kosiv teachers discussed the School Video Exchange Project making the videos traditional with dance, culture, food etc. New initiatives to explore are shoe box exchange, pen pals and Christmas elf in traditional dress etc.
- Next Meeting date TBD.

May 13, 2024 – Smoky Lake Region – Ukrainian Twinning Committee Meeting (virtual)

- Updated the Project List with primarily focusing on the School Video Exchange Program, sending Kosiv expired Fire Fighting Gear, Crafts/Arts Project, Team Building amongst members and Educational Cooperation in 2024.
- Terms of Reference was discussed with minor amendments.
- Wire Transfer Donation of \$1000 CAD to Kosiv was confirmed.
- Financial report was given and all in good standing with a balance of \$3209.72. No budget required for 2024.
- Next Meeting date TBD.

Delegation Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS, entered Chambers, time 10:10 a.m.

9.5 Reeve & Div. 5 Councillor's Report on various Committees, Boards & Commissions

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

April 18, 2024 - Métis Nation of Alberta's (MNA) Proposed Supportive Living Facility Development: Healing Waters Treatment Center, held at the National Hall, Smoky Lake (All Council)

- This public engagement session was facilitated by the MNA who provided information about the proposed development alongside the Minister of Mental Health and Addiction to address concerns raised by the public.
- April 18, 2024 – HAK School Open House (Jered & Lorne)
- Learned about the programs that HAK has to offer and met with other local agencies who were present to showcase their offerings to the community, such as the RCMP, Volunteer Firefighters, FCSS, and several others.
- April 19, 2024 – Smoky Lake Foundation meeting, held at Bar-V-Nook (Jered & Dominique)
- Received updates from the Foundation CAO and Finance, as well as the Occupancy Report and Committees & Working group reports.
 - Discussed the maintenance truck in Vilna, operating agreement, a legal fees query, affordable housing and the HVAC Systems at BVN & VL.
- April 23, 2024 – RhPAP (Alberta's Rural Health Professions Action Plan) Strategic Plan 2024-2027 Presentation, held virtually (Jered & Dominique)
- Tracy Sopkow, RhPAP's CEO, provided a high-level overview of RhPAP's new strategic plan for 2024-2027, outlining their vision, goals, and actions for the upcoming years, with an opportunity to provide feedback and insights to achieve shared goals and drive success in efforts to keep healthcare close to home.
- April 24, 2024 - Council Budget Meeting, held in Chambers and virtually (All Council)
- Approved the consolidated 2024-2028 Five-Year Capital Budget including the Capital Bridge Plan and Capital Road Plan expenditures.
 - Approved the balanced Year-2024 Municipal Total Function Budget, with a total Revenue in the amount of \$24,120,286 and total Expenditures in the amount of \$26,164,586, not including amortization in the amount of \$2,044,300.
 - Gave 3rd Reading to Bylaw No. 1461-24: Year-2024 Tax Rate.
- April 25, 2024 – Council Regular Meeting, held in Chambers and virtually (All Council)
- Approved to provide \$526.50 to the "Heartland Training and Support Hub" (formerly known as the Farm Safety Centre).
 - Gave 3rd & Final Readings to Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement & Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement.
 - Gave 3rd & Final Reading to Bylaw No. 1453-23: to amend the Land Use Bylaw No. 1272-14, to define Supportive Living Facilities.
 - Approved to increase the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ), fixed fee from \$25 to \$50.
 - Adopted the Federation of Alberta Gas Co-ops Ltd.'s Operation and Maintenance (O&M) Manual, executed the Safety and Loss Management System (SLMS) for the County's Natural Gas System, & adopted the Quality Management Plan issued by Rural Utilities.
 - Approved to close the County Offices on May 24th for the Annual Safety meeting so all staff can attend.
 - Approved to provide \$350 to Smoky Lake Holubka Dancers, towards their lunch during their participation in the 2024 highway cleanup.
 - Approved to provide \$200 to HAK School, to sponsor the Year-2024 Aspen View Robotics Tournament.
 - Approved to waive the landfill fees for Victoria Trail Agricultural Society (VTAS) during their major resurfacing project of the arena in Waskatenau.
- April 29, 2024 - Joint Municipalities Meeting, held in Vilna (All Council)
- Received updates from the RCMP, Aspen View Schools & Métis Crossing.
 - Recommended exploring a community communication mobile application.
 - Recommended regionally applying to the Municipal Climate Change Action Centre (MCCAC), for potentially funding a Municipal Energy Manager.
- April 30, 2024 – Physician and Health Care Professionals Committee Meeting, held Town Council Chambers (Jered & Linda)
- Received an update on the "Let's Go Rural" event held on March 1, 2024 at the Complex, with stations including Lab/Digital Imaging, Injections, EM, Pharmacy and Senior's Care. The overall satisfaction rate from students was 4.8/5 with 100% strongly agreeing that it was a worthwhile learning experience.
 - Acknowledged the Rural Health Professionals Action Plan Rhapsody Awards submission was unsuccessful.
 - Received an update on Doctor Esterhuizen's completed 1st half of her practicum.
 - Discussed other potential uses for the Vilna Health Care Centre.
 - Approved to a donation \$750 to George McDougall Healthcare Centre to support reno's to nurse's break room; and deliver cookies to the Bar-V-Nook Lodge, Vilna Lodge and the Vilna Clinic on May 31, 2024, in honour of Rural Health Care Week.
 - Recommended attending the RhPAP - Rural Community Health Provider Attraction and Retention (A&R) Conference in October 8-10, 2024 in Wainwright.
 - Acknowledged receipt of RhPAP's Strategic Plan 2024-2027.
- April 30, 2024 – Regional Community Development Committee (RCDC) Meeting, held in Chambers and virtually (Jered, Lorne, & Linda)
- Discussed and received information about Alberta Advantage Immigration Program (AAIP), as part of the Rural Renewal Stream, from delegates and guests representing: Smoky Lake Region Chamber of Commerce, Town of Slave Lake's Economic Development, and Town of Two Hills' Economic Development & Tourism.
- May 6, 2024 – Smoky Lake Agricultural Society, held at the Smoky Lake Ag Complex (Jered)
- Will be installing a new HVAC system and will be applying for grant funding.
 - Discussions was held regarding the Pumpkin Fair as well as filling ice time in the arena.
 - County of Sturgeon - Legal is major reno time slots
 - The STARS fundraiser held on April 13th made \$117,000
- May 7, 2024 – Aspen View Robotics Competition, held at HAK School (Jered)
- Volunteered to attend as a judge for the 2024 competition.
- May 7, 2024 – Rural Crime Watch Annual General Meeting, held at the Curling Rink (Jered)

- Volunteered to attend and become a member.
- May 9, 2024 – Regular Council Meeting, held in Chambers & virtually (All Council)
- Approved to fund the Bellis 4-H Beef Club trophy belt buckles from the Agricultural Budget, in the amount of \$1,225.
 - Approved to engage Cortex Vegetation Controls, to perform licensed vegetation control services from June 15 to September 1 this year at a cost of \$9,147 for approximately 300 miles.
 - Appointed Kierstin Dubitz as a Weed and Pest Inspector for Smoky Lake County.
 - Refused the 2024 safe grad party to be held at Victoria Picnic Grounds site on Hwy 855, due to it not being owned by the County and the extent of liability risk is unknown.
 - Approved \$6,500 of FCSS grant funds to the Smoky Lake County Year-2024 Junior Fire Summer Day Camp.
 - Amended Policy Statement No. 15-01-03: Discipline Policy.
 - Approved to endorse a letter of support to become a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program.
 - Approved to accept the Smoky Lake Holubka Dancers as an Additional Named Insured (ANI) with RMA under the County's Insurance Umbrella.
- May 9, 2024 – MCC for the Smoky Lake Development Corp. Annual Meeting of Shareholders, held in the Town of Smoky Lake Chambers (Linda, Jered, Lorne, Dominique, Dan)
- Held general discussion about the condition of the Corporation.
 - Received the Compiled Financial Information Period Ended December 31, 2023, & the Statement of Operations January 1 to December 31, 2023.
- May 16, 2024 - Northeast Alberta Alliance for Growth and Opportunities (NAAGO), with Brian Jean Minister of Energy & Minerals, who previously served as the Minister of Jobs, Economy and Northern Development, (Jered)
- MLA - Jackie Armstrong-Homeniuk (Fort Saskatchewan-Vegreville), Garth Rowswell (Vermilion-Lloydminster-Wainwright) and Scott Cyr (Bonnyville-Cold Lake-St. Paul), were in attendance, Glenn van Dijken (Athabasca-Barrhead-Westlock) was absent.
 - Discussion was about requesting our own North East Zone for healthcare, as we have issues and would like to offer solution.
 - MLAs Garth Rowswell (Vermilion-Lloydminster-Wainwright) and Scott Cyr (Bonnyville-Cold Lake-St. Paul), will come to the next NAAGO meeting to take notes and bring the information forward to the Minister.

Request to Meet Regionally with the Ministers of Health and Mental Health & Addiction

602-24: Serben

That Smoky Lake County Council recommend writing a joint letter signed by all municipalities from the Smoky Lake Region, as one voice, to request a meeting with the Minister of Health and Minister Mental Health and Addiction, for the purpose of discussing concerns with physician recruitment in the Smoky Lake Region and the need for our own “North East Zone” for healthcare.

Carried.

Reeve's Report and Councillors Reports on various Committees, Boards & Commissions

603-24: Halisky

That Smoky Lake County's Reeve Report received for the period of April 18, 2024, to May 13, 2024, be posted to the County's website and the Councillors reports on various committees, boards and commissions, be accepted as presented.

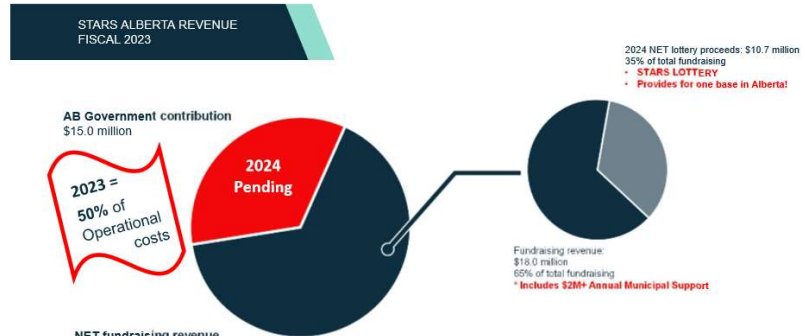
Carried.

4. Delegations:

4.1. STARS (Shock Trauma Air Rescue Services)

Present before Council from 10:32 a.m. to 10:48 a.m., was Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS, to provide the annual update, including the following slides:





FUELED BY GENEROSITY. Achieving success together.

ESSENTIAL SERVICE FOR ALL

- New! 9 rural municipalities
- New! 9 urban municipalities
- Requests Pending
- Over 90% Alberta Municipal partnerships
- Range = \$2 up to \$90 per capita
- 70% Regional Leaders/fixed rate/alleviate fluctuation
- Partnership ensures health & safety for residents

- (9) MUNICIPAL LEADERS**
- Standing Motion / Fixed rate
 - Included in Protective Services
 - Welcome Birch Hills County

Smoky Lake County REGIONAL LEADER

Regional Leaders min. \$2-\$90 per capita

Complete Regional Partnerships

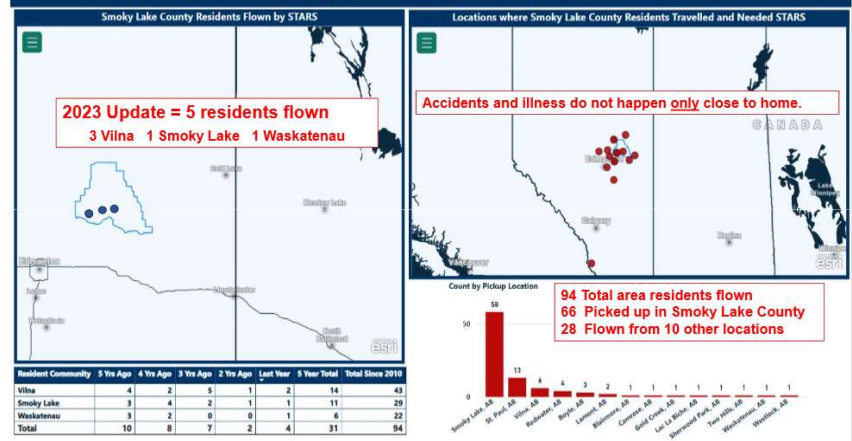
*GREEN = AB/BC municipalities
*WHITE = currently non-supporter



WITHIN SMOKY LAKE COUNTY @ May 16, 2024	2019	2020	2021	2022	2023	2024	TOTAL
Near Caslan (within Smoky Lake County)			1	1	2		4
Near Gold Creek	1		1				2
Near Kikino			1			1	2
Saddle Lake FN	1	4	3	4	5		17
Smoky Lake Hospital critical inter-facility transfers	7	8	11	7	7	5	45
Near Smoky Lake	5	6	3	5	6	1	26
Near Spedden	1		2				3
Near Vilna	1	1	1	2	1	1	7
Near Waskatenau				2			2
TOTAL	16	19	23	21	21	8	108



Within Smoky Lake County Boundaries - Patients Flown by STARS (2010-Present)



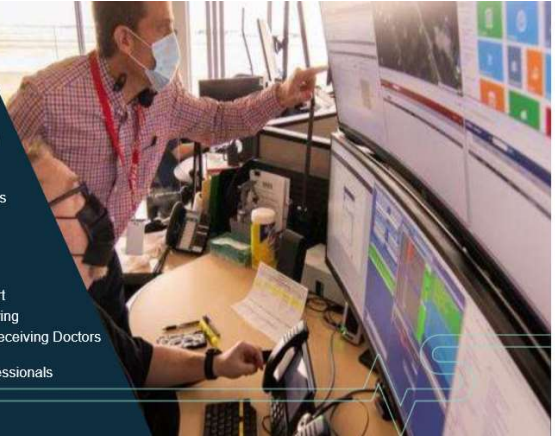
More Than Rapid Transport

EMERGENCY LINK CENTRE (ELC)

- Integrated with all dispatch centres and resources
- Precise GIS mapping coordinates
- Dispatches HALO and HERO responses
- 36,000 emergency requests/year

STARS TRANSPORT PHYSICIANS

- Medical and procedural guidance
- Every critical call / All modes of transport
- Ground ambulance, rotary wing, fixed wing
- Schedule logistical arrangements with receiving Doctors and Hospitals
- Virtual care supports rural medical professionals



Innovative Leader

Night Vision Goggles (NVG)

- 1st Civilian Org. in Canada (2002)
- 50% of calls occur at night

Universal Blood Onboard

- 1st HEMS in North America (2013)
- Increased to 4 Units
- The difference between life and death.

New! A Canadian First! Massive Hemorrhage Protocol

- Reverse anticoagulation
- Promote blood clotting in severe trauma patients



Critical Care Experts

Mandatory Training

- Up to 200 hours per year
- Simulation lab and online
- Clinical Educators at each base
- Replicate complex/distinct cases

In-Field Training

- Ready for the unthinkable
- Inclement weather / Patient vulnerability
- High-consequence situations

Chain of Survival Partners

- Landing Zone Training (available online)
- STARS.ca (critical care anywhere tab)



International Air Medical Transport Conference (AMTC)

- Rigorous competition
- Triage multiple patients
- Inconceivable critical situations
- Graded: decision-making
- Timing and patient outcomes

STARS TOP 3 - 21 Years!



SMOKY LAKE COUNTY

LEADERSHIP - DEDICATION - SUPPORT

CURRENT SUPPORT

\$6,000.00 Fixed Rate
Standing Motion



A life is saved every day. Partnership makes it possible.

Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS, left the meeting, time 10:48 a.m.

STARS (Shock Trauma Air Rescue Services) - Presentation

604-24: Céré That Smoky Lake County Council acknowledge receipt of the presentation from the May 23, 2024 Delegation: Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS (Shock Trauma Air Rescue Services), and outlining the benefits received by the residents of the Smoky Lake Region from STARS, and thanking Smoky Lake County for the Annual Donation in the amount of \$6,000.00, as per December 14, 2022, Motion #217-22.

Carried.

STARS (Shock Trauma Air Rescue Services) - Tour

605-24: Fenerty That Smoky Lake County Council accept the verbal invitation from Delegation: Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS (Shock Trauma Air Rescue Services), for those Council who can attend, to attend a tour of the STARS Edmonton Base, located at the Edmonton International Airport, on an agreeable date, to be determined.

Carried.

10. Correspondence:

10.1. Minister of Transportation and Economic Corridors – Hwy 28 Speed Reduction

606-24: Halisky That Smoky Lake County acknowledge receipt of the, letter from the Minister of Transportation and Economic Corridors, dated May 14, 2024, in respect to the provincial department being in the process of preparing the ministerial order to amend (reduce) the speed limit for Highway 28 along the Town of Smoky Lake, and acknowledge the Minister has requested it to be completed before the next school year in September 2024.

Carried.

10.2. Alberta Public Engagement Rural Health & System Refocus

607-24: Céré That Smoky Lake County file the information received from the Government of Alberta, described as a communications and public engagement, information sheet, titled: “Rural Health and System Refocus”, from their Telephone Town Hall held on May 14, 2024, which provided updates on initiatives related to rural health.

Carried.

10.3. Canadian Association of Municipal Administrators Recognition of Lydia Cielin

608-24: Fenerty That Smoky Lake County acknowledge receipt of the letter from the Canadian Association of Municipal Administrators (CAMA) president: Tony Kulbisky, dated April 30, 2024, acknowledging the commitment of Lydia Cielin, for her remarkable thirty-five years of service in municipal government management roles.

Carried.

10.4. RMA District 5 Meeting

609-24: Halisky That Smoky Lake County Council who can attend – attend the (Rural Municipalities of Alberta) RMA District 5 Meeting, scheduled for Friday, August 23, 2024, to be held in Camrose, Alberta; and encourage those Councillors who are attending, to carpool to the event.

Carried.

10.5. RMA Bulletin - Concerns with Bill 20s Impacts on Municipal Democracy

610-24: Halisky

That Smoky Lake County acknowledge receipt of the Bulletin from RMA (Rural Municipalities of Alberta), “RMA Concerns with Bill 20 Impacts on Municipal Democracy”, dated May 2, 2024; and write a letter of support to RMA to extend appreciation of their work and encourage all RMA District 5 members to voice their concerns with:

- Bill 20 - Municipal Affairs Statutes Amendment Act, 2024,
- Bill 18 - Provincial Priorities Act, 2024, and
- Bill 21 - Emergency Statutes Amendment Act, 2024.

Carried.

11. Information Releases:

Nil.

12. Financial Reports:

Budget to Actual Report

611-24: Gawalko

That Smoky Lake County’s financial reports: Budget to Actual as of May 10, 2024, as prepared by the Finance Manager, be accepted for information.

Carried.

13. Next Meeting(s):

Reconfirm County Council Meeting Date

612-24: Halisky

That the previously scheduled upcoming Smoky Lake County Council Meetings be re-confirmed as follows:

Thursday, June 13, 2024, at 9:00 a.m., (Regular),

Thursday, June 27, 2024, at 9:00 a.m. (Regular),

and the next Smoky Lake County Council Meetings be scheduled for:

Thursday, August 8, 2024, at 9:00 a.m., (Regular),

Thursday, August 22, 2024, at 9:00 a.m. (Regular),

all to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Tate Murphy, Peace Officer, entered Council Chambers, time 11:10 a.m.

Executive Session:

14.1. Legal Issue: Update from the Peace Officer

613-24: Halisky

That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: update on Peace Officer activities and investigations, under the authority of the FOIP Act, Section 27: Privileged Information, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, Peace Officer, and Executive Services Clerk, time 11:10 a.m.

Carried.

Tate Murphy, Peace Officer, left Council Chambers, time 11:26 a.m.

614-24: Fenerty

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

Carried.

11:32 to 11:33 a.m.

Public Question and Answer Period:

None.

14.2. Legal Issue: Letter from Concerned Ratepayers & Legal Advice from Brownlee LLP

615-24: Céré

That Smoky Lake County Council go into Executive Session to discuss a Legal Issue, in respect to a letter from Concerned Ratepayers, dated May 8, 2024, (deferred from May 9, 2024, by Council Motion #592-24), and Legal Advice from Brownlee LLP, dated May 16, 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, Planning and Development Manager, and Executive Services Clerk, time 11:33 a.m.

Carried.

616-24: Céré

That Smoky Lake County Council go out of Executive Session, time 11:59 a.m.

Carried.

Update on the Peace Officer's Activities and Investigations

617-24: Gawalko

That Smoky Lake County Council accept the update of the Peace Officer's activities and investigations, as of May 23, 2024, which was received by Council under the authority of the FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials.

Carried.

Letter from Concerned Ratepayers: Don Klym & Noreen Easterbrook

618-24: Céré

That Smoky Lake County Council acknowledge receipt of the letter from concerned ratepayers: Don Klym and Noreen Easterbrook, dated May 8, 2024; and respond to the said letter as discussed, on May 23, 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials.

Carried.

Executive Session (Additions to the Agenda):

Legal Issue: Physician Recruitment

Personnel Issue: Public Works Personnel

619-24: Halisky

That Smoky Lake County Council go into Executive Session to discuss the following issues, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, and Executive Services Clerk:

1. from, 12:02 p.m. to 12:23 p.m., as a Legal Issue, in respect to an update on Physician recruitment, under the authority of the FOIP Act, Section 27: Privileged Information;
2. from, 12:25 p.m. to 12:38 p.m., as a Personnel Issue, in respect to Public Works Personnel, under the authority of the FOIP Act, Section 17: Third Party Personal Privacy.

Carried.

620-24: Halisky

That Smoky Lake County Council go out of Executive Session, time 12:38 p.m.

Carried.

Physician Recruitment - Dr. Arian Esterhuizen

621-24: Halisky

That Smoky Lake County Council request MLA: Glenn van Dijken, to contact the Minister of Health: Adriana LaGrange, for the purpose of seeking the Minister's assistance to expedite the final Practice Readiness Assessment (PRA) process for Dr. Arian Esterhuizen, and enable Dr. Esterhuizen to commence practice at the Raubenheimer Medical Clinic, in Smoky Lake as soon as possible.

Carried.

15. ADJOURNMENT:

622-24: Gawalko

That the Smoky Lake County Council Meeting of May 23, 2024, be adjourned, time 12:39 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: #7.1

Topic: Agriculture Poster Contest

Presented By: Agricultural Department

Recommendation:

That Smoky Lake County acknowledge receipt of the 2024 submissions to the Agricultural Services Poster Contest, and prizes be awarded as per Policy No. 62-06-01. "Agricultural Services Poster Contest" to the following students:

Background:

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

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

Benefits:

To help students acknowledge the importance of agriculture through creativity.

Disadvantages:

N/A

Alternatives:

N/A

Financial Implications:

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

Legislation:

N/A

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

Policy Statement 62-06-01

Signature of the CAO: _____

SMOKY LAKE COUNTY



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

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

1. **STATEMENT:**
 - 1.1 County Council acknowledges the importance of raising awareness and education in agriculture, food production and farm safety to elementary school children.
2. **GUIDELINES:**
 - 2.1 Students enrolled in Grades one to six in Holy Family Catholic School, H.A.Kostash School, Vilna School, Smoky Lake Hutterite Colony School are eligible to enter the poster contest.
 - 2.1.1 Agricultural Services Department will contact the principle of each school in Smoky Lake County to invite their school to participate in the poster contest.
 - 2.1.2 School/ class participation will be at determined by the principle and teachers of each school/ class.
3. **PROCEDURE:**
 - 3.1 Posters must be hand drawn and original artwork of the student.
 - 3.2 Posters can be made using any flat media (such as pen, pencil crayon, crayon, painted, felt markers, etc).
 - 3.3 Computer generated posters will not be eligible.
 - 3.4 Posters must be on 8.5" x 11" white paper. Landscape or portrait format.
 - 3.5 Only one entry per student.
 - 3.6 Posters must relate to the theme chosen for the year. Please see **Schedule "A" Agricultural Services Poster Contest Themes.**
 - 3.7 Students name, grade and school name must be clearly printed on the back of the poster in pencil.
 - 3.8 All poster contest entries must be accompanied by a **Schedule "B" Agricultural Services Poster Contest Release Form** in order to be eligible.
 - 3.9 All entries from the school must be submitted at the same time before the May 1st deadline.
 - 3.10 Criteria for judging includes: creativity, originality, neatness, overall appearance, relevance to the theme.
 - 3.11 Posters will be displayed during an Agricultural Service Board meeting in which council will judge and select first and second place winners in each category.

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

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

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

SCHEDULE "A"

Agricultural Services Poster Contest Themes

Farm Fresh

A Day on the Farm

From the Ground Up

Farmers Feed Families

Farmers Love the Land

Keep Calm and Farm On

Farming: Roots and Boots

Agriculture Grows on You

Farm Safety: It's No Accident

Our Farms, Our Food, Our Future

Agriculture: The Root of Our Community



SCHEDULE "B"

**AGRICULTURE SERVICES POSTER CONTEST
RELEASE FORM**

Release Form for Publication

CONTESTANT DETAILS	Date: _____
	Name of Student: _____
	Mailing Address: _____ _____
	Phone Number: _____

SCHOOL DETAILS	Name of School: _____
	Grade: _____
	Teacher Name: _____

PARENT/ LEGAL GUARDIAN	I, _____ (please print name of parent, legal guardian)			
	agree too: (please indicate below)			
	Allow publication of the name and/ or photograph of my child in local newspapers and on the Smoky Lake County Social Media sites should my child win a prize in the Smoky Lake County Agricultural Services Poster Contest.			
	<table> <tr> <td>Publication of Name</td> <td>Publication of Photograph</td> </tr> <tr> <td><input type="checkbox"/> YES <input type="checkbox"/> NO</td> <td><input type="checkbox"/> YES <input type="checkbox"/> NO</td> </tr> </table>	Publication of Name	Publication of Photograph	<input type="checkbox"/> YES <input type="checkbox"/> NO
Publication of Name	Publication of Photograph			
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO			
_____	_____			
Signature of Parent/ Legal Guardian	Date			

All posters become property of Smoky Lake County Agricultural Service Department and will not be returned.



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: #7.2

Topic: Policy Statement No. 08-19-03: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT

Presented By: Interim CAO

Recommendation:

That Smoky Lake County Council amend Policy Statement No. 08-19-02: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT, to update the County’s Chief Administrative Officer’s (CAO’s) name to the current CAO.

Background:

The County has been committed to Community Learning Council (CLC) for the past 48 years. CLC was previously known as “Smoky Lake Further Education Council” which was originally established in 1975 through the County of Smoky Lake’s School Board of Education, and after the Board dissolved in 1995, the Designated Hosting Authority became the County of Smoky Lake No. 13 (municipal name changed to “Smoky Lake County” in 1999).

Policy Statement No. 08-19: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT, was established in 2017 to formalize the relationship between CLC and the County under a Municipal Legal Host Model agreement, as required by Alberta Advanced Education.

This means that Smoky Lake County receives the Community Adult Learning Program (CALP) grant on behalf of CLC and according to the CALP guidelines, the County must: ensure compliance with the legal and operational requirements, act as the legal employer of individuals hired to administer the CALP, act as the legal financial administrator for the CALP grant, provide a representative to serve as a member on CLC, ensure the employer, financial, and program responsibilities of both the legal host and CLC are clearly articulated in written form (e.g. Legal Host Agreement) and submitted to the Alberta Advanced Education department, and lastly, insure the operations of CLC under a contract of general liability insurance, in an amount of not less than \$2,000,000 inclusive per occurrence.

The policy needs to be updated under Schedule “A”: Legal Host Agreement, to reflect the County’s new Chief Administrative Officer: Kevin Lucas, who was appointed on May 23, 2024.

Benefits:

Clearly demonstrates the County’s relationship to CLC through Policy formalizing the framework for the continued fostering of lifelong adult foundational learning within our community with defined roles and responsibilities.

Disadvantages: N/A.

Alternatives: N/A as it is a legislated requirement.

Financial Implications: N/A



Request for Decision (RFD)

Legislation: MGA Sec. 201: Policy Development

Intergovernmental: With Alberta Advanced Education.

Strategic Alignment: N/A

Enclosure(s): Policy Statement No. 08-19: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT

Signature of the CAO: _____



SMOKY LAKE COUNTY

Title: Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT		Policy No: 19-03
Section: 08	Code: P-I	Page No.: 1 of 5 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To establish a written agreement, referred to as the “ Legal Host Agreement ” between two Parties: Smoky Lake County Community Learning Council and the Legal Host – Smoky Lake County to receive grants from Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) .
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Policy Statement and Guidelines:

1. STATEMENT:

- 1.1 Smoky Lake County officiates as the **LEGAL HOST** (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995: a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.
- 1.2 Smoky Lake County as the Legal Host and Community Adult Learning Program (CALP) grant recipient for the **Service Organization** Smoky Lake County Community Learning Council.

2. OBJECTIVE:

- 2.1 The intention of this Policy is to demonstrate the accountability and effectiveness of the Legal Host model for the Smoky Lake County Community Learning Council that contributes to the effective delivery of Literacy and Foundational Learning programming and support in our community.
- 2.2 To establish adequate clarity and documentation with regard to the expectations, roles and responsibilities and build an understanding relationship between both parties of the continuity of the Community Adult Learning Program (CALP) with the Smoky Lake Region.

3. DEFINITION:

- 3.1 “**Chief Administrative Officer**” is the person appointed by Council as the Chief Administrative Officer pursuant of the **Municipal Government Act**.
- 3.2 **Her Majesty the Queen in Right of Alberta:** is the Minister of Alberta Advanced Education.
- 3.3 **Legal Host:** is the Smoky Lake County, as a legal entity approved by Advanced Education to act as the legal administrator for a Service Organization, and receive the Community Adult Learning Program (CALP) Grants on behalf of the Service Organization.
- 3.4 **Service Organization:** Is the Smoky Lake County Community Learning Council.

Title: Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT		Policy No: 19-03
Section: 08	Code: P-I	Page No.: 2 of 5 E

Policy Statement and Guidelines:	
4. GUIDELINES:	
4.1	The Chief Administrative Officer shall exercise the authority as the Legal Host for Smoky Lake County in the capacity of the County's responsibilities in accordance with the Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines, dated July 2016 , and as amended from time to time.
4.2	Smoky Lake County Council in accordance with Alberta Advanced Education Community Adult Learning Program shall by motion execute annually the Grant Agreement between Her Majesty the Queen in Right of Alberta, Minister of Advanced Education and Smoky Lake County.
4.3	Both parties: Smoky Lake County and Smoky Lake County Community Learning Council demonstrate commitment and clarity in the relationship to seriously undertake the conduct and performance expectations within their respective roles appropriately, as approved by the Minister and funded by Community Adult Learning Program (CALP) funding to delivery direct learning opportunities for lifelong literacy and foundational learning.
5. PROCEDURES:	
5.1	Smoky Lake County, as the Legal Host and Smoky Lake County Community Learning Council, as the Service Organization shall demonstrate their roles and responsibilities for effective governance and administration as illustrated in a written format as per Schedule "A": <u>Legal Host Agreement</u> .
5.2	The " Legal Host Agreement " shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department of Alberta Advanced Education.

	Date	Resolution Number
Approved	December 14, 2017	# 130-17 - Page # 12901
Amended	December 10, 2020	# 222-20 - Page # 14400
Amended	June 13, 2024	# _____ - Page # _____
Amended		
Amended		

LEGAL HOST AGREEMENT

Schedule "A"

Page 1 of 3.



Smoky Lake County
(hereinafter referred to as "County")

Legal Host

Box 310
Smoky Lake, Alberta T0A 3C0

AND



Smoky Lake County Community Learning Council
(hereinafter referred to as "Council")

Service Organization

Box 631
Smoky Lake, Alberta T0A 3C0

The Smoky Lake County officiates as the **LEGAL HOST** (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995: a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.

In this capacity the County's responsibilities are as outlined in the **Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines**, dated July 2016, and as amended from time to time.

Responsibilities of the County an Incorporated Legal Host:

A Legal Host is a member of the Community Adult Learning Program (CALP) and is approved by the Minister to receive Community Adult Learning Program (CALP) funding on behalf of the Council. The responsibilities of a Legal Host are:

1. To act as the legal employer of individuals hired to administer the Community Adult Learning Program (CALP) in the community and continue to provide employee benefit and payroll services.
2. To act as the legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received and conduct an annual review of the financial records on the basis as per Council fiscal year.
3. Provide a representative to serve as a member on the Council as a decision-making body.
4. To provide commercial general liability insurance coverage of not less than \$2,000,000.00 inclusive per occurrence, insuring against Bodily Injury, Personal Injury, and Property Damage, including lose of use, which will automatically fall under the County's main Liability Insurance Policy that will cover the Council and activities involved in the Community Adult Learning Program (CALP) in the community.
5. Provide Office and Meeting Space, IT Support Services, Photocopying Services and Postage Services (not bulk mailing) at no cost to the Council.
6. Provide County Cell Phone Coverage Plan at no cost. Cell Phone usage costs shall be reimbursed to the County.
7. To protect the personal information of learners in the collection, use and disclosure of information as stipulated in the *Freedom of Information and Protection of Privacy Act (FOIP)* and *Protection of Individual Privacy Act (PIPA)* and accommodate all formal requests.
8. This "**Legal Host Agreement**" shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department.

Please note: Should any party representative change upon the execution of the agreement – a new Legal Host Agreement shall be executed.

LEGAL HOST AGREEMENT: Continued

Schedule "A"

Responsibilities of Council as the Service Organization:

As an eligible Service Organization of the Community Adult Learning Program (CALP) and is approved by the Minister to be funded by Community Adult Learning Program (CALP) funding on behalf of the County. The responsibilities of the Service Organization are:

1. To operate as an effective non-for-profit Service Organization with sound practices in governance and in the planning and management of its programs, finances, and personnel; and oversees the direct learning opportunities enabled and be in compliance with the Community Adult Learning Program (CALP) Grant and Guidelines.
2. Determine bylaws, structure and decision-making processes, and develop and adhere to operational policies and procedures, including conflict of interest guidelines, and examine and vote on matters in accordance to the written bylaws, policies and procedures of Council.
3. Ensure that the decision-making body consists of at least five (5) individuals from within the Community, including a representative of the Legal Host. No represented employer or organization can have more than one vote on the decision-making body, including the Legal Host.
4. Hold regular meetings and maintain a record of minutes documenting key decision made including personnel, program and funding allocations. Records Retention shall be in accordance with Council Policy.
5. Develop and submit annual grant applications and final reports, including financial statements, in a format specified by the Department, and approved by the Legal Host.
6. Ensure the learning opportunities, supports, and services supported by the Community Adult Learning Program meet needs, benefit learners, are provided in a cost-effective manner to maximize the use of public funds, and are provided in cooperation with other related organizations in the Community and provide the Legal Host at Council year-end with an Annual Summation Report of Programs and Courses.
7. Ensure criteria are in place for reducing the social and economic barriers facing learners and processes are in place for learners to participate in programs and courses.
8. Act as the main legal employer of individuals hired to administer the Community Adult Learning Program (CALP), and consult the Legal Host as necessary with documentation.
9. Act as the main legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received on an annually review basis as per Council fiscal year. Provide two Financial Statements and an Excel Spreadsheet Report to the Legal Host: one for the month of June and one for the month of December for the County's fiscal year.
10. Keep the Legal Host and the Department informed of changes to the current Council relationship and signing authorizes; and ensure the Department has current copies of bylaws, financial and personnel policies and procedures provided annually at Council's year-end.
11. Ensure that all staff and volunteers who work with or may have unsupervised access to children must provide the Council a current security clearance/criminal record check available through the local police department; and provide the original copy to the Legal Host.
12. Acknowledge that programs and services were made possible by funding from the **Government of Alberta** on all materials including the following, but not limited to that are printed and created, such as advertising, signage, brochures, Flyers, website, etc.
13. Smoky Lake County Community Learning Council requires for its record documentation acknowledging that Smoky Lake County will continue to serve as the Legal Host for our Council and upon the execution of the "Legal Host Agreement", it shall be considered as a written form that **Smoky Lake County as the Legal Host demonstrates commitment to lifelong foundational learning which is greatly appreciated.**

LEGAL HOST AGREEMENT: *Continued*

Schedule "A"

SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL agrees with the terms of the **Legal Host Agreement** and will continue to be the **"SERVICE ORGANIZATION"** UNDER THE **LEGAL HOST** Authority.

Melody Kaban – Chairperson

Date

Christine Hominiuk – Executive Program Coordinator

Date

Lydia Cielin – Secretary-Treasurer

Date

SMOKY LAKE COUNTY agrees with the terms of the **Legal Host Agreement** and will continue to be the designated **"LEGAL HOST"** Authority.

Kevin Lucas – Chief Administrative Officer

Date



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.3**

Topic: Proposed Bylaw No. 1463-24: Planning & Development Fees Bylaw

Presented By: Planning & Development Services

Recommendation(s):

1. That Smoky Lake County Council give FIRST Reading to proposed Bylaw No. 1463-24: *Planning & Development Fees Bylaw.*
2. That Smoky Lake County Council give SECOND Reading to proposed Bylaw NO. 1463-24: *Planning & Development Fees Bylaw.*
3. That Smoky Lake County Council give PERMISSION for Third Reading of proposed Bylaw No. 1463-24: *Planning & Development Fees Bylaw.*
4. That Smoky Lake County Council give THIRD Reading to proposed Bylaw No. 1463-24: *Planning & Development Fees Bylaw.*

Background:

Annually, the Planning and Development Department conducts a review of its fees and charges and compares them against other municipalities in the region to ensure that its fees remain competitive. Fees/charges were compared with the following municipalities:

- Lamont County;
- Thorhild County;
- Sturgeon County;
- County of Two Hills; and
- County of St. Paul.

March 5, 2024 Smoky Lake County Committee of the Whole Meeting

Results of the compassion were discussed at the March 5, 2024, and April 17, 2024, Committee of the Whole meetings, where the following recommending Motion was made:

Motion 521-24:

“That Smoky Lake County Council recommends the Planning and Development Fees Bylaw be brought forward to a future Council meeting for consideration of changing the fee for discretionary development, to be 20% paid upon application with the remainder of the fee paid when approval has been granted, as an incentive to decrease the developer’s initial investment and encourage entrepreneurs to take a chance when there is no guarantee of approval, and to encourage development by making it easier for businesses to propose discretionary developments and by reducing the developer’s cost of property taxes during the first few years which can substantially impact the success or failure of a new business.”



Request for Decision (RFD)

The Planning and Development Department has prepared proposed Bylaw No. 1463-24 based on the discussion during these Committee meetings.

Benefits: Ensure that the County's Planning and Development related fees/charges remain competitive with other municipalities throughout the region; provide greater cost certainty to prospective developers by charging the majority of fees after approval of a Development permit has been granted; reduce risk for prospective developers; and encourage investment in the County.

Disadvantages: Staff time required to administer fees being charged separately.

Alternatives: Keep existing Bylaw No. 1431-23 or amend proposed Bylaw No. 1463-24.

Financial Implications: Nil.

Legislation: N/A

Intergovernmental: N/A

Strategic Alignment: Proactivity in Development

Enclosure(s): **Enclosure #1: Proposed Bylaw No. 1463-24: Planning and Development Fees Bylaw.**

Reviewed by the CAO:  ON Date: June 5, 2024.



Request for Decision (RFD)

Enclosure #1: Proposed Bylaw No. 1463-24: *Planning and Development Fees Bylaw*

Bylaw 1463-23

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1463-24

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH FEES FOR PLANNING AND DEVELOPMENT RELATED MATTERS FOR SMOKY LAKE COUNTY.

WHEREAS Smoky Lake County deems it expedient to set and review, as necessary, from time-to-time, various fees, charges and fines related to planning and development within the Municipality; and

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

WHEREAS Council may in a bylaw provide for a system of licences, permits or approvals, including establishing fees for licences, permits and approvals, in accordance with Section 8 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS, the *Safety Codes Act*, R.S.A. 2000, c. S-1, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *Safety Codes Act*;

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

1. NAME:

- a. This Bylaw may be referred to as the "Smoky Lake County Planning and Development Fees Bylaw."

2. FEES ESTABLISHED

- a. *'Schedule A - Planning & Development Fees'*
- b. *'Schedule B - Safety Code Fees'*
- c. *'Schedule C - Subdivision Fees'*

attached herein, each forms a part of this Bylaw.

- d. The Subdivision Authority under the *Municipal Government Act* as appointed by Council may establish related fees.
- e. The Accredited Agency under the *Safety Codes Act* as appointed by Council may establish related fees.

3. FINES RELATED TO OFFENCES AND PENALTIES

- a. Any person who:
 - i. Contravenes or fails to comply with any provision of this Bylaw and/or the Smoky Lake County Land Use Bylaw 1274-12 the "Land Use Bylaw";
 - ii. Uses land in a manner contrary to the provisions of this Bylaw or any subdivision or development permit for such land;
 - iii. Contravenes or fails to comply with any development permit or subdivision approval, or conditions forming part thereof;
 - iv. Contravenes or fails to comply with a decision of the Intermunicipal Subdivision and Development Appeal Board;
 - v. Obstructs or otherwise hinders in any manner any person in the exercise or performance of that person's powers authorized under this or any other Bylaw or enactment; or,
 - vi. Contravenes or fails to comply with a Stop Order issued pursuant to the *Municipal Government Act*;



Request for Decision (RFD)

is guilty of an offence and is liable on summary conviction to a fine.

- b. A person who contravenes or who fails to comply with any other provision of the Land Use Bylaw is guilty of an offence and is liable to a penalty for a first and each subsequent offence in the amount specified in Schedule A of this Bylaw.
- c. If a person is found guilty of an offence under the Land Use Bylaw, the court may, in addition to any other penalty imposed, order the person to comply with the Land Use Bylaw or a development permit issued under that Bylaw, or a condition of any of them.
- d. A Peace Officer may issue a Municipal Tag where it is reasonably determined that a person has contravened any provision of the Land Use Bylaw.
- e. Where a contravention or offence is of a continuing nature, further Municipal Tags may be issued by a Peace Officer for each day the offence continues.
- f. A person named on a Municipal Tag may, in lieu of being prosecuted, plead guilty to the offence by signing the Municipal Tag and paying the specified penalty at the location indicated on the Municipal Tag.
- g. If payment of a Municipal Tag is not made within the time specified, a Peace Officer may issue a Violation Ticket under the Provincial Offences Procedures Act requiring the person named to appear in court on the date indicated in the Violation Ticket.
- h. Nothing in this Bylaw shall prevent or restrict a Peace Officer from immediately issuing a Violation Ticket under the *Provincial Offences Procedures Act* for a mandatory court appearance of any person who contravenes this Bylaw or the Land Use Bylaw.

4. RIGHT OF ENTRY

- a. For the purpose of entering and inspecting land or structures as described under Part 13, Division 4, Section 542 of the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, a Development Officer or the Development Compliance Officer, and any other persons appointed by Council, are hereby declared to be "designated officers".

5. REVIEW

- a. This Bylaw should be reviewed at least every two years from its adoption, or as deemed necessary from time to time.

6. PREVAILANCE

- a. To the extent that a provision of this bylaw is found to conflict with another bylaw or policy of Smoky Lake County, this bylaw shall prevail.

7. REPEAL & SEVERABILITY:

- a. Bylaw 1431-23 is repealed, upon adoption of this bylaw.
- b. If any part of this Bylaw is found to be invalid, it is the intention of Council that the remaining sections remain in force until repealed or otherwise amended.

8. EFFECTIVE DATE:

- a. This Bylaw comes into force and effect upon its receiving Third Reading.

READ A FIRST TIME IN COUNCIL THIS _____th DAY OF _____, AD 2024.

READ A SECOND TIME IN COUNCIL THIS _____th DAY OF _____, AD 2024.

READ A THIRD AND FINAL TIME WITH THE CONSENT OF COUNCIL THIS _____th DAY OF _____, AD 2024.



Request for Decision (RFD)

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Kevin Lucas

Chief Administrative Officer



Request for Decision (RFD)

SCHEDULE A – PLANNING & DEVELOPMENT FEES

ITEM DESCRIPTION	FEE
DEVELOPMENT PERMITS	
Permitted Use: Residential District	\$150.00
Permitted Use: Commercial / Industrial District / Public Institutional	\$1.00 / \$1 ,000.00 value of construction, or minimum \$250.00
Discretionary Use / Variances	\$250.00 (20% of total payable upon application for a Development Permit; remaining 80% payable prior to issuance of an approved Development Permit)
Aggregate Resource Extraction	\$750.00 / acre (20% of total payable upon application for a Development Permit; remaining 80% payable prior to issuance of an approved Development Permit)
Aggregate Resource Extraction - Reclamation Fees <i>(Reclamation Fees are exempt when the responsibility of reclamation falls with the Province of Alberta or when the on development occurs on Crown Land.</i>	\$2,000.00/ acre (payable prior to issuance of an approved Development Permit)
Heritage Resource Intervention Permit	\$150.00
Other Landscaping, Decks, and Signs	\$150.00
Development Occurring prior to submitting Development Permit Application	\$500.00 <i>plus the applicable Development Permit fee</i>
BYLAW AMENDMENT FEES	
Application to Amend the Land Use Bylaw (Map of Text Amendment)	\$1 ,000.00 + <i>cost of advertising</i>
Application to Amend the Municipal Development Plan	\$1 ,000.00 + <i>cost of advertising</i>
Application to Amend an Area Structure Plan	\$1 ,000.00 + <i>cost of advertising</i>
NEW STATUTORY PLAN FEES	
New Area Structure Plan (proposed by a Developer)	\$2,000.00 + <i>cost of advertising</i>
OTHER FEES	
Compliance Certificate	\$125.00
Encroachment or License Agreement	\$500.00 <i>plus any legal/surveying fees</i>
Road Closure	\$500.00 + <i>cost of advertising</i>
Business Licence	No Charge
WITHDRAWAL / REFUND FEES	
Development Permit Application	Before a decision of the Development Authority (Development Authority Officer or Municipal Planning Commission): - 50% of Application Fee



Request for Decision (RFD)

	After decision of the Development Authority: - No refund,
New Statutory Plan, or Plan Amendment	Prior to 1 st reading of Bylaw: - 75% of Application Fee
	Prior to advertising of Public Hearing: - 50% of Application Fee
	After Advertising of Public Hearing but before Public Hearing held - No refund
APPEAL FEES	
Subdivision Appeal Fee	\$250.00
Development Appeal Fee	\$250.00
HARD COPY OF PLANNING DOCUMENTS FEES	
Land Use Bylaw – Hard Copy	\$50.00
Municipal Development Plan – Hard Copy	\$25.00
Area Structure Plan – Hard Copy	\$25.00
NOTE: <i>The Documents noted above are available electronically without charge on the County's website.</i>	



Request for Decision (RFD)

SCHEDULE B – SAFETY CODE FEES



Smoky Lake County
 PO Box 310
 SMOKY LAKE AB T0A 3C0
 Phone: (780) 656-3730
 Fax: (780) 656-3768
 www.smokylakccounty.ab.ca

The Inspections Group Inc.
 12010 – 111 Avenue
 Edmonton, AB T5G 0E6
 Phone: (780) 454-5048 Tol Free: (866) 554-5048
 Fax: (780) 454-5222 Tol Free: (866) 454-5222
 www.inspectionsgroup.com

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL/DWELLING UNITS/FARM

New Construction - Building Permit Levy (main level) - Upper/Lower Floors	\$0.52 per sq. ft. + SCC levy \$0.41 per sq. ft. + SCC levy
Additions/renovations/basement development	\$0.41 per sq. ft. + SCC levy \$131.25 (minimum fee) + SCC levy
Accessory Buildings	
Garages (attached or detached) (flat rate) (under 624 sq. ft.)	\$131.25 + SCC levy
Shops, garages, storage buildings (over 624 sq. ft.)	\$0.41 per sq. ft. + SCC levy
Decks or garden storage sheds (sheds under 150 sq. ft.)	\$105.00 + SCC levy
Relocation of Home (set-up on basement or foundation)	\$0.39 per sq. ft. + SCC levy (min \$131.25)
Placement of home (only)	\$325.00 (minimum fee) + SCC levy
Fireplaces/Wood Stove (if not included in new construction) (flat rate)	\$109.20 + SCC levy
Demolitions Residential (flat rate)	\$109.20 + SCC levy
Geothermal Heating	\$262.50 + SCC levy

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

First \$1,000,000.00 construction value	\$6.56 per \$1,000 construction value + SCC levy
Over \$1,000,000.00 construction value	\$6,560.00 + (\$5.25 per \$1,000 construction value portions over \$1,000,000.00) + SCC levy
(Minimum Fee)	\$367.50 + SCC levy
Demolitions Commercial (flat rate)	\$157.50 + SCC levy

MANUFACTURED AND MODULAR HOME

Modular Home (RTM's, etc)	\$351.75 + SCC levy
Basement Development	\$0.41 sq. ft. + SCC levy (min. \$157.50)
Manufactured Home Set-up	\$210.00 + SCC levy
Basement Development (if on foundation)	\$0.41 sq. ft. + SCC levy (min. \$157.50)

NOTE: Add applicable "Safety Codes Council" levy to each permit: \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).



Request for Decision (RFD)

GAS PERMIT FEE SCHEDULE

Residential Installations		Non-Residential Installations			
Number of Outlets	Permit Fee	B.T.U. Input	Permit Fee	B.T.U. Input	Permit Fee
1	\$99.75	10,000	\$99.75	210,000	\$126.00
2	\$105.00	20,000	\$99.75	230,000	\$126.00
3	\$110.25	30,000	\$99.75	250,000	\$136.50
4	\$111.25	40,000	\$99.75	300,000	\$141.75
5	\$141.75	50,000	\$105.00	350,000	\$147.00
6	\$152.25	60,000	\$105.00	400,000	\$152.25
7	\$168.00	70,000	\$105.00	450,000	\$162.75
8	\$183.75	80,000	\$105.00	500,000	\$168.00
9	\$199.50	90,000	\$105.00	550,000	\$173.25
10	\$210.00	100,000	\$110.25	600,000	\$178.50
11	\$220.50	110,000	\$110.25	650,000	\$183.75
12	\$231.00	120,000	\$110.25	700,000	\$189.00
13	\$241.50	130,000	\$110.25	750,000	\$194.25
14	\$246.75	140,000	\$110.25	800,000	\$199.50
15	\$256.20	150,000	\$115.50	850,000	\$204.75
16	\$262.50	160,000	\$115.50	900,000	\$215.25
17	\$267.75	170,000	\$115.50	950,000	\$225.75
18	\$273.00	180,000	\$115.50	1,000,000	\$262.50
19	\$278.25	190,000	\$120.75	1,000,001 to 2,000,000	\$283.50
20	\$283.50	200,000	\$120.75	Over 2,000,000 Add \$ 5.25 per 100,000 BTU	

Propane and Small Installations
 Propane Tank Sets (New or Replacements) \$94.50 per Appliance
 Temporary Heat \$94.50 per Appliance
 Gas/Propane Cylinder Refill Centers \$299.25 per Center
 Replacement Commercial or Industrial Appliances (per unit)
 1 - 400,000 BTU input \$152.25 per Unit
 400,001 - 3,000,000 BTU input \$236.25 per Unit
 Over 3,000,000 BTU input \$341.25 per Unit

NOTE: Add applicable "Safety Codes Council" levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater
 A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.
 When work has commenced without first obtaining the required permit(s), the permit fees will be double up to a maximum of \$500.00 surcharge per permit.
 Re-inspections will be charged a rate of \$150.00 per inspection + GST.
 Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.
 Permit extensions will be charged at a flat rate of \$190.00 (plus levy) for a maximum of 1 year.
 Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

PLUMBING PERMIT FEE SCHEDULE (RESIDENTIAL)

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	21	\$199.50
2	\$105.00	22	\$204.75
3	\$110.25	23	\$210.00
4	\$110.25	24	\$215.25
5	\$115.50	25	\$220.50
6	\$120.75	26	\$225.75
7	\$126.00	27	\$231.00
8	\$131.25	28	\$236.25
9	\$136.50	29	\$241.50
10	\$141.75	30	\$246.75
11	\$147.00	31	\$252.00
12	\$152.25	32	\$257.25
13	\$157.50	33	\$262.50
14	\$162.75	34	\$267.75
15	\$168.00	35	\$273.00
16	\$173.25	36	\$278.25
17	\$178.50	37	\$283.50
18	\$183.75	38	\$288.75
19	\$189.00	39	\$294.00
20	\$194.25	40	\$299.25
Add \$3.15 per fixture over 40			

PRIVATE SEWAGE PERMITS

Private Sewage System - \$393.75
 Holding Tanks - \$157.50

NOTE: Add applicable "Safety Codes Council" levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater
 A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.
 When work has commenced without first obtaining the required permit(s), the permit fees will be double up to a maximum of \$500.00 surcharge per permit.
 Re-inspections will be charged a rate of \$150.00 per inspection + GST.
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 Permit extensions will be charged at a flat rate of \$190.00 (plus levy) for a maximum of 1 year.
 Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).



Request for Decision (RFD)

PLUMBING PERMIT FEE SCHEDULE (COMMERCIAL)

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	35	\$281.50	69	\$461.00
2	\$105.00	36	\$288.75	70	\$467.25
3	\$110.25	37	\$294.00	71	\$472.50
4	\$115.50	38	\$299.25	72	\$477.75
5	\$120.75	39	\$304.50	73	\$483.00
6	\$126.00	40	\$309.75	74	\$488.25
7	\$131.25	41	\$315.00	75	\$493.50
8	\$136.50	42	\$320.25	76	\$498.75
9	\$141.75	43	\$325.50	77	\$504.00
10	\$147.00	44	\$330.75	78	\$509.25
11	\$152.25	45	\$336.00	79	\$514.50
12	\$157.50	46	\$341.25	80	\$519.75
13	\$162.75	47	\$346.50	81	\$525.00
14	\$168.00	48	\$351.75	82	\$530.25
15	\$173.25	49	\$357.00	83	\$535.50
16	\$178.50	50	\$362.25	84	\$540.75
17	\$183.75	51	\$367.50	85	\$546.00
18	\$189.00	52	\$372.75	86	\$551.25
19	\$194.25	53	\$378.00	87	\$556.50
20	\$199.50	54	\$383.25	88	\$561.75
21	\$204.75	55	\$388.50	89	\$567.00
22	\$210.00	56	\$393.75	90	\$572.25
23	\$215.25	57	\$399.00	91	\$577.50
24	\$220.50	58	\$404.25	92	\$582.75
25	\$225.75	59	\$409.50	93	\$588.00
26	\$231.00	60	\$414.75	94	\$593.25
27	\$236.25	61	\$420.00	95	\$598.50
28	\$241.50	62	\$425.25	96	\$603.75
29	\$246.75	63	\$430.50	97	\$609.00
30	\$252.00	64	\$435.75	98	\$614.25
31	\$257.25	65	\$441.00	99	\$619.50
32	\$262.50	66	\$446.25	100	\$624.75
33	\$267.75	67	\$451.50		
34	\$273.00	68	\$456.75		

Add \$3.15 each fixture over 100

NOTE: Add applicable "Safety Codes Council" levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater.
 A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.
 When work has commenced without first obtaining the required permit(s), the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.
 Re-inspections will be charged a rate of \$150.00 per inspection + GST.
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 Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.
 Variances will be charged at a rate of \$125/hour (plus 2 hr) (plus levy).



Request for Decision (RFD)

ELECTRICAL PERMIT FEE SCHEDULE (For "Other Than" New Single Family Residential)

Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee
Under 1,000	\$99.75	23,000.01 - 24,000	\$435.75	100,000.01 - 110,000	\$730.00
1,000.01 - 1,500	\$110.25	24,000.01 - 25,000	\$446.25	110,000.01 - 120,000	\$773.85
1,500.01 - 2,000	\$120.75	25,000.01 - 26,000	\$456.75	120,000.01 - 130,000	\$818.90
2,000.01 - 2,500	\$131.25	26,000.01 - 27,000	\$467.25	130,000.01 - 140,000	\$865.95
2,500.01 - 3,000	\$141.75	27,000.01 - 28,000	\$477.75	140,000.01 - 150,000	\$903.00
3,000.01 - 3,500	\$152.25	28,000.01 - 29,000	\$488.25	150,000.01 - 160,000	\$946.05
3,500.01 - 4,000	\$162.75	29,000.01 - 30,000	\$498.75	160,000.01 - 170,000	\$988.05
4,000.01 - 4,500	\$173.25	30,000.01 - 31,000	\$509.25	170,000.01 - 180,000	\$1,031.10
4,500.01 - 5,000	\$183.75	31,000.01 - 32,000	\$519.75	180,000.01 - 190,000	\$1,074.15
5,000.01 - 5,500	\$194.25	32,000.01 - 33,000	\$530.25	190,000.01 - 200,000	\$1,117.20
5,500.01 - 6,000	\$204.75	33,000.01 - 34,000	\$540.75	200,000.01 - 210,000	\$1,160.25
6,000.01 - 6,500	\$215.25	34,000.01 - 35,000	\$551.25	210,000.01 - 220,000	\$1,203.30
6,500.01 - 7,000	\$225.75	35,000.01 - 36,000	\$561.75	220,000.01 - 230,000	\$1,246.35
7,000.01 - 7,500	\$236.25	36,000.01 - 37,000	\$572.25	230,000.01 - 240,000	\$1,289.40
7,500.01 - 8,000	\$246.75	37,000.01 - 38,000	\$582.75	240,000.01 - 250,000	\$1,332.45
8,000.01 - 8,500	\$257.25	38,000.01 - 39,000	\$593.25	250,000.01 - 300,000	\$1,419.00
8,500.01 - 9,000	\$267.75	39,000.01 - 40,000	\$603.75	300,000.01 - 350,000	\$1,544.55
9,000.01 - 9,500	\$278.25	40,000.01 - 41,000	\$614.25	350,000.01 - 400,000	\$1,639.05
9,500.01 - 10,000	\$288.75	41,000.01 - 42,000	\$624.75	400,000.01 - 450,000	\$1,734.60
10,000.01 - 11,000	\$299.25	42,000.01 - 43,000	\$635.25	450,000.01 - 500,000	\$1,829.10
11,000.01 - 12,000	\$309.75	43,000.01 - 44,000	\$645.75	500,000.01 - 550,000	\$1,923.60
12,000.01 - 13,000	\$320.25	44,000.01 - 45,000	\$656.25	550,000.01 - 600,000	\$2,018.10
13,000.01 - 14,000	\$330.75	45,000.01 - 46,000	\$666.75	600,000.01 - 650,000	\$2,112.60
14,000.01 - 15,000	\$341.25	46,000.01 - 47,000	\$677.25	650,000.01 - 700,000	\$2,207.10
15,000.01 - 16,000	\$351.75	47,000.01 - 48,000	\$687.75	700,000.01 - 750,000	\$2,301.60
16,000.01 - 17,000	\$362.25	48,000.01 - 49,000	\$698.25	750,000.01 - 800,000	\$2,396.10
17,000.01 - 18,000	\$372.75	49,000.01 - 50,000	\$708.75	800,000.01 - 850,000	\$2,490.60
18,000.01 - 19,000	\$383.25	50,000.01 - 60,000	\$719.25	850,000.01 - 900,000	\$2,585.10
19,000.01 - 20,000	\$393.75	60,000.01 - 70,000	\$730.00	900,000.01 - 950,000	\$2,679.60
20,000.01 - 21,000	\$404.25	70,000.01 - 80,000	\$740.75	950,000.01 - 1,000,000	\$2,774.10
21,000.01 - 22,000	\$414.75	80,000.01 - 90,000	\$751.50		
22,000.01 - 23,000	\$425.25	90,000.01 - 100,000	\$762.25		
				Add \$78.75 for every \$50,000 over \$1,000,000	

NOTE: Add applicable "Safety Codes Council" levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (plus 2 hr) (plus levy).

ELECTRICAL PERMIT FEE SCHEDULE (For "NEW" Single Family Residential)

Based on Size of Dwelling (Square Footage)	Permit Fee
Up to 1700 square feet	\$183.75
1701 to 1900 square feet	\$210.00
1901 to 2000 square feet	\$236.25
2001 to 2500 square feet	\$262.50
Over 2500 square feet	\$273.00
Attached Garage	include square footage of garage with house
Manufactured, Modular and RTM Homes (on foundation or basement)	\$115.50
Basement development wiring - new home - if done at time of initial construction (otherwise as per above)	include square footage of basement with house
Manufactured home connection	\$105.00
Detached Residential Garage	\$ 2.1 a sq. ft. (minimum fee \$105.00)

NOTE: Add applicable "Safety Codes Council" levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (plus 2 hr) (plus levy).



Request for Decision (RFD)

**ANNUAL ELECTRICAL PERMIT FEE SCHEDULE
(Based On Cost of Installation)**

Total Cost of Installation	Permit Fee
\$1,000 or less	\$472.50 (maximum: 7 hours inspection time thereafter \$99.75 per hour or portion thereof)
\$2,000 to \$5,000	\$472.50 plus \$3.41 each \$100 cost or fraction of \$100 over \$2,000
\$5,000.01 to \$50,000	\$630 plus \$1.68 each for \$100 cost or fraction of \$100 over \$5,000
\$50,000.01 to \$1,000,000	\$1,260 plus \$1.15 each \$100 cost or fraction of \$100 over \$50,000.

NOTE: Add applicable "Safety Codes Council" levy to each permit, \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum installation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s), the permit fees will be doubled up to a maximum of \$600.00 surcharge per permit.

Re-inspection will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charged at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).



Request for Decision (RFD)

SCHEDULE C – SUBDIVISION FEES



SUBDIVISION FEES

Effective September 1, 2019

Payment Options

Where	Who
Make payable to: Municipal Planning Services (MPS) Ltd. #205, 15311 - 107 Ave SW Edmonton, AB T5S 1E5	Contact MPS for e-transfer details and options.

Application Fee(s) G.S.T. is payable on all fees.

Base Application Fee	Per Lot Fee ¹	Per Lot Endorsement Fee ²
\$750.00	\$250.00	\$200.00 Per Lot
Payable with Initial Application		Payable Prior to Endorsement ³

In addition to the fees charged by MPS, some municipalities charge an additional per lot fee at time of application. Please contact our office for fee information affecting subdivisions in:

County of Barrhead	County of Wetaskiwin	Town of Bon Accord	Town of Redwater	Town of Bruderheim
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Example Subdivision Application Subdividing a farmstead or vacant lot from an existing titled area (provided for information only)

	1. Application Fee	\$750.00
	2. Per Lot Fee	\$500.00
	1 New Lot & Remainder Lot	(\$250.00 x 2)
	Subtotal	\$1,250.00
	3. Endorsement Fee	\$400.00
	1 New Lot & Remainder Lot	(\$200.00 x 2)
	Subtotal	\$400.00
	TOTAL	\$1,650.00

¹ Reserve lots, roads, and public utility lots are exempt from the per lot application fee.
² Reserve lots, roads, and public utility lots are exempt from the per lot endorsement fee.
³ Endorsement fees are not charged for separation of titles (s. 652(4) of the Municipal Government Act, R.S.A. 2006 c. M-26, as amended).



Request for Decision (RFD)



SUBDIVISION FEES

(Effective September 1, 2019)

Additional Fees

The following additional fees may apply to a subdivision. G.S.T. is payable on all fees.

Minor Changes \$250.00	Minor changes to an application may be accepted at the office with no additional costs. If the change requires the application to be recirculated to the various agencies and/or adjacent landowners a recirculation fee shall apply.
Extension \$370.00	If the applicant is unable to finalize the subdivision within one year from the date of the decision, an extension may be requested. The extension request and fee must be received before the file expires. Once a file has expired, an extension request cannot be processed, and a new subdivision application will be required.
Title Search \$1500	The title search fee is applicable when a recent land title (dated within 90 days from the time of application) is not provided by the applicant, and a land title is obtained by MPS.

Additional Costs Associated with the Subdivision Process

Application fees are only one of the costs associated with the subdivision of land. When planning your subdivision, it is important to consider all potential costs associated with the process.

The information provided below is intended to provide potential applicants with an understanding of some of the common costs associated with subdividing land in Alberta.

Surveying Costs	Surveying is often required to show the location of structures, prepare plans and to register documents with the Land Titles Office. The Alberta Land Titles Act requires an Alberta Land Surveyor (ALS) to be retained for this purpose. Surveyors should be contacted directly for estimates related to these services.														
Municipal Reserve	Municipal Reserve (and other forms of reserves) may be taken at time of subdivision in accordance with the Municipal Government Act. Reserves may be required to be provided as either land or cash in lieu of land. The land's market value may be assessed/appraised to determine its value.														
Municipal Services	All costs associated with municipal services are (normally) the responsibility of the developer. This includes costs associated with municipal/regional services and franchise utilities. Some municipalities may require the payment of off-site levies at the time of subdivision or development to support local infrastructure and service delivery.														
Land Titles Office	The Land Titles Office of Service Alberta requires fees for the issuance of new titles. These fees are paid to the Land Titles Office when the survey instrument is submitted for registration. An Alberta Land Surveyor will be able to provide information about this process.														
Amendments to either the Municipal Development Plan (MDP), Area Structure Plan (ASP), and/or Land Use Bylaw (LUB)	Amendments to either the Municipal Development Plan (MDP), Area Structure Plan (ASP), and/or Land Use Bylaw (LUB) may be required when a proposed subdivision does not conform to the district or policies within one (or more) statutory plan or the LUB. Actual costs and timelines are dependent on the number of amendments required and complexity of the proposal.														
Professional Studies and Reports	<p>For some subdivisions, additional information may be required depending on the characteristics of the site and the complexity of the subdivision. Additional information may be requested if:</p> <ul style="list-style-type: none"> The site or proposal has considerations that may require Federal or Provincial approvals. It is necessary to determine the location and area of suitable building pocket(s). <p>Examples of professional studies and reports include:</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td>Geotechnical Report</td> <td>Historic Resource Act Clearance or Approval</td> <td>Welland Assessment</td> <td>Biophysical Assessment</td> <td>Private Sewage Disposal System Inspection</td> </tr> <tr> <td>Real Property Report</td> <td>Preliminary Engineering Study</td> <td>Traffic Impact Assessment</td> <td>Phase I and/or II Environmental Assessment</td> <td>Top of Bank Definition by Survey</td> </tr> </table>					Geotechnical Report	Historic Resource Act Clearance or Approval	Welland Assessment	Biophysical Assessment	Private Sewage Disposal System Inspection	Real Property Report	Preliminary Engineering Study	Traffic Impact Assessment	Phase I and/or II Environmental Assessment	Top of Bank Definition by Survey
Geotechnical Report	Historic Resource Act Clearance or Approval	Welland Assessment	Biophysical Assessment	Private Sewage Disposal System Inspection											
Real Property Report	Preliminary Engineering Study	Traffic Impact Assessment	Phase I and/or II Environmental Assessment	Top of Bank Definition by Survey											



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.4**

Topic: County-Owned Lands Public Land Sale Tender & Public Land Lease Tender

Presented By: Planning & Development Services

Recommendation(s):

1. That Smoky Lake County advertise, in the Redwater Review, on the County's social media platforms and on the County's website, a Public Land Sale Tender, with a closing date and time of Friday, July 19, at 4:00:00 p.m. Mountain Time, for the following lands and Reserve Bids:

PT. NW 2-59-12-W4M (13.57 ACRES) – Reserve Bid = \$45,000.00
PT. NE 29-59-12-W4M (2.02 ACRES) – Reserve Bid = \$13,000.00
PT. SW 21-60-13-W4M (1.0 ACRES) – Reserve Bid = \$12,000.00
PT. SW 35-59-15-W4M (0.5 ACRES) – Reserve Bid = \$500.00
PT. NE 27-58-16-W4M (2.5 ACRES) – Reserve Bid = \$10,000.00
PLAN 8120163, LOT 1 (20.16 ACRES) – Reserve Bid = \$70,000.00
PLAN 3329ET (1.0 ACRES) – Reserve Bid = \$5,000.00
PLAN 1955CL, BLOCK 1, LOT 3, (3,900 SQUARE FEET) – Reserve Bid = \$2,000.00
PLAN 1955CL, BLOCK 1, LOT 18, (6,222 SQUARE FEET) – Reserve Bid = \$2,300.00
PLAN 716CL, BLOCK 2, LOT 1 (3,900 SQUARE FEET) – Reserve Bid = \$ 9,000.00
PLAN 0425044, BLOCK H, LOT 10A (12,800 SQUARE FEET) – Reserve Bid = \$12,000.00
PLAN 0425044, BLOCK H, LOT 11A (10,000 SQUARE FEET) – Reserve Bid = \$11,800.00
PLAN 3474MC; OT (6.65 ACRES) – Reserve Bid = \$50,000.00
SW 12-61-16-W4M (160 ACRES) – Reserve Bid = \$150,000.00
NE 30-59-14-W4M (153.87 ACRES) – Reserve Bid = \$150,000.00

2. That Smoky Lake County advertise, in the Redwater Review, on the County's social media platforms and on the County's website, a Public Land Lease Tender, with a closing date and time of Friday, July 19, at 4:00:00 p.m. Mountain Time, for the following lands:

SE 8-62-13-W4M (125.30 ACRES)
SW 8-62-13-W4M (153.50 ACRES)
SE 25-61-18-W4M (107.35 ACRES)
PT. NE 25-61-18-W4M (32.78 ACRES)

Background:

Annually, the Planning and Development Department conducts a review of the lands that are owned by Smoky Lake County and prepares its recommendations to Council as to whether it should consider to dispose of, or lease, said lands.



Request for Decision (RFD)

At the April 17, 2024 Committee of the Whole Meeting, a recommending motion was made by the Committee instructing administration to prepare a Land Sale Tender and a Land Lease Tender for the aforementioned lands.

Benefits: The County can dispose of surplus lands, thereby generating revenue from the sale of lands and increasing opportunities for development of said lands. County can lease surplus lands to generate revenue while retaining the lands for potential future sale and/or development.

Disadvantages: The County would relinquish land that it could use for its own purposes in the future.

Alternatives: Add or remove specific lands from the Land Sale Tender; add or remove specific lands from the Land Lease Tender; do not proceed with a Land Sale Tender; and/or do not proceed with a Land Lease Tender.

Financial Implications: Costs of advertising the Tender will be approximately \$1,500.00.

Legislation: N/A

Intergovernmental: N/A

Strategic Alignment: Proactivity in Development

Enclosure(s):

1. Enclosure #1 – Public Land Sale Tender (Tender # PLS-01-24)
2. Enclosure #2 – Public Land Lease Tender (Tender # PLL-01-24)

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned to the right of the text "Signature of the CAO:".



Request for Decision (RFD)

Enclosure #1 – Public Land Sale Tender (Tender # PLS-01-24)



Smoky Lake County Public Land Sale Tender

Smoky Lake County
BOX 310 |
4612 McDougall Drive |
Smoky Lake, Alberta |
T0A 3C0 |

CLOSING DATE
FRIDAY, JULY 19, 2024
4:00:00 p.m. Mountain Time



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

GENERAL INFORMATION TO APPLICANTS

SMOKY LAKE COUNTY (the County) is offering the following surplus County-owned lands (the Lands) for sale by Public Tender:

PROPERTY #	LEGAL DESCRIPTION	SIZE OF PARCEL	RESERVE BID
1	PT. NW-2-59-12-W4M	13.57 ACRES	\$45,000.00
2	PT. NE-29-59-12-W4M	2.02 ACRES	\$13,000.00
3	PT. SW-21-60-13-W4M	1.0 ACRES	\$12,000.00
4	PT. SW-35-59-15-W4M	0.5 ACRES	\$500.00
5	PT. NE-27-58-16-W4M	2.5 ACRES	\$2,500.00
6	PLAN 8120163 LOT 1	20.16 ACRES	\$70,000.00
7	SW-12-61-16-W4M	160 ACRES	\$125,000.00
8	PLAN 3329ET	1.0 ACRES	\$15,000.00
9	PLAN 1955CL BLOCK 1 LOT 3	3,900 SQUARE FEET	\$2,000.00
10	PLAN 1955CL BLOCK 1 LOT 18	6,222 SQUARE FEET	\$2,300.00
p11	PLAN 716CL BLOCK 2 LOT 1	3,900 SQUARE FEET	\$ 9,000.00
12	PLAN 3474MC; OT	6.65 ACRES	\$40,000.00
13	PLAN 0425044, BLOCK H, LOT 10A	12,800 SQUARE FEET	\$12,000.00
14	PLAN 0425044, BLOCK H, LOT 11A	10,000 SQUARE FEET	\$11,800.00

Definitions

Applicants: Means all persons, partnerships or corporations who respond to this Public Land Sale Tender and includes their heirs, successors and permitted assigns.

County: Means Smoky Lake County.

Tender: Means a tender received from an Applicant, received prior to the deadline date and which meets the requirements of this Public Land Sale Tender.

Lands: Means the County-owned lands that are the subject of this Public Land Sale Tender.

May: Used in this Public Land Sale Tender denotes permissive.

Must/Shall/Will: Used in this Public Land Sale Tender denotes imperative.

Public Land Sale Tender: means this document and any addenda issued pursuant to this document.



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Closing Date and Time

Only those Tenders received on or before the deadline date and time advertised for the submission of Tenders will be considered by the County. Tenders received after the deadline will not be considered. The County will assume no responsibility for Tenders that do not arrive at the County office by the specified closing date and time. Late Tenders will be returned to the Applicant upon receipt by the County.

Rejection and Disqualification of Tender

The County reserves the right to reject or disqualify any or all Tenders received. Should the County decide that it is in the best interests of the County to retain ownership of any or all of the Lands, the Applicant(s) shall have no claim against the County.

The County will reject or disqualify Tenders as non-compliant for the following reasons, unless otherwise specified in this Public Land Sale Tender:

- Failure to submit the required Tender and support documents in accordance with the closing date and time indicated on the cover page of this Public Land Sale Tender or any subsequent addenda;
- Failure to complete, sign and return the Tender Submission form.
- Failure to comply with any of the mandatory requirements of this Public Land Sale Tender or those mandatory requirements of an subsequent addenda, or any other condition that the County considers appropriate.

Tender Submission

Applicants must submit two (2) printed copies of your Tender in a sealed envelope, addressed to the following, delivered or post-marked no later than **Friday, July 19, 2024 at 4:00:00 p.m. Mountain Time:**

Smoky Lake County
 Planning and Development Department
 Box 310
 4612 McDougall Drive
 Smoky Lake, Alberta
 T0A 3C0
 ATTN: Jordan Ruegg, Planning and Development Manager



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

**All Tenders must include the attached Submission Form and are to be clearly marked
“Public Land Sale Tender – TENDER # PLS-01-24”.**

Questions/Inquiries

Questions or inquiries relating to this Public Land Sale Tender shall be directed to:

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

Inquiries must not be directed to any other County employee(s) or elected official(s). Directing inquiries other than to those designated may result in your Tender being rejected or disqualified by the county. The deadline for questions or inquiries is **Friday, July 12, 2024 at 4:00:00 p.m., Mountain Time.**



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #1 INFORMATION

Property #1:

- Legal Description: PT. NW 2-59-12-W4M
- Frontage: Approximately 100m along Range Road 122
- Shape: Rectangular
- Total Land Area: Approximately 13.57 acres (5.49 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 45,000.00

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 #: 0022 081 559
Title: 992 266 545
Short Legal: 4;12;59;2;NW

Legal Description:

MERIDIAN 4 RANGE 12 TOWNSHIP 59 SECTION 2
 ALL THAT PORTION OF THE NORTH WEST QUARTER
 LYING TO THE NORTH OF THE NORTHERLY LIMIT OF
 CACHE LAKE INDIAN RESERVE NO. 125-A AS SHOWN
 ON A PLAN OF SURVEY OF THE SAID TOWNSHIP
 SIGNED AT OTTAWA ON THE 29TH DAY OF JULY
 A.D. 1918, CONTAINING 5.75 HECTARES (14.20 ACRES) MORE OR LESS.

EXCEPTING THEREOUT: 0.255 HECTARES (0.63 ACRES) MORE OR LESS FOR ROAD AS SHOWN
 ON ROAD PLAN 469MC

EXCEPTING THEREOUT ALL MINES AND MINERALS

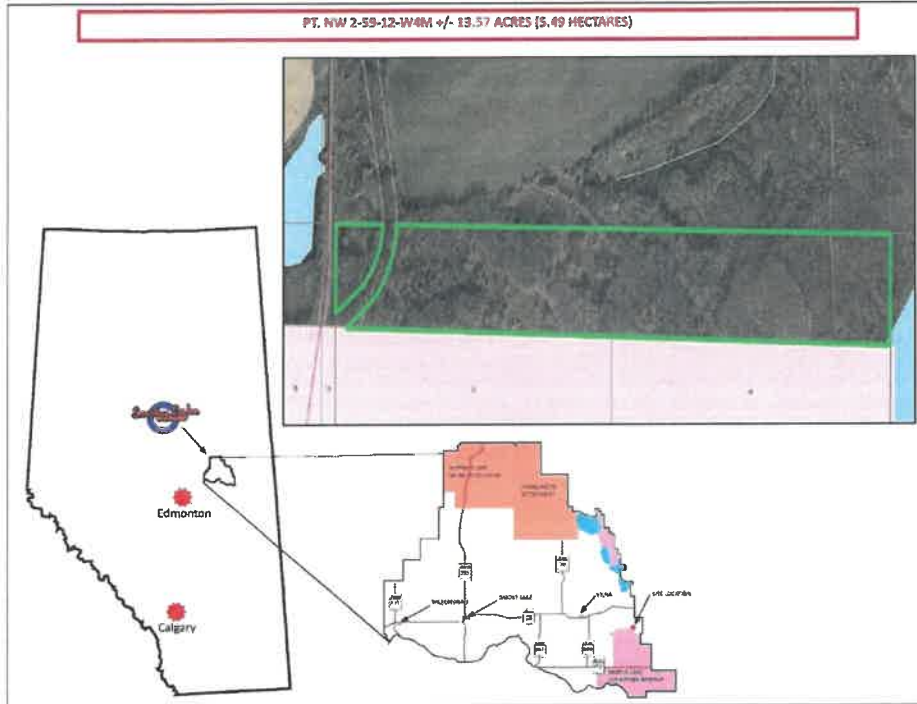


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #1: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #2 INFORMATION

Property #2:

- Legal Description: PT. NE 29-59-12-W4M
- Frontage: Approximately 10m along Range Road 124
- Shape: Panhandle
- Total Land Area: Approximately 2.02 acres (0.82 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 13,000.00

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 #: 0020 451 332
Title: 198Z130
Short Legal: 1532HW;OT

Legal Description:

PLAN 1532HW
 MERIDIAN 4 RANGE 12 TOWNSHIP 59 SECTION 29
 QUARTER NORTH EAST
 ALL THAT PORTION AS SHOWN ON A PLAN OF SURVEY
 OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE
 29TH DAY OF JULY A.D. 1918, CONTAINING 2.02
 ACRES MORE OR LESS, AS SHOWN OUTLINED IN RED ON SAID PLAN

EXCEPTING THEREOUT ALL MINES AND MINERALS

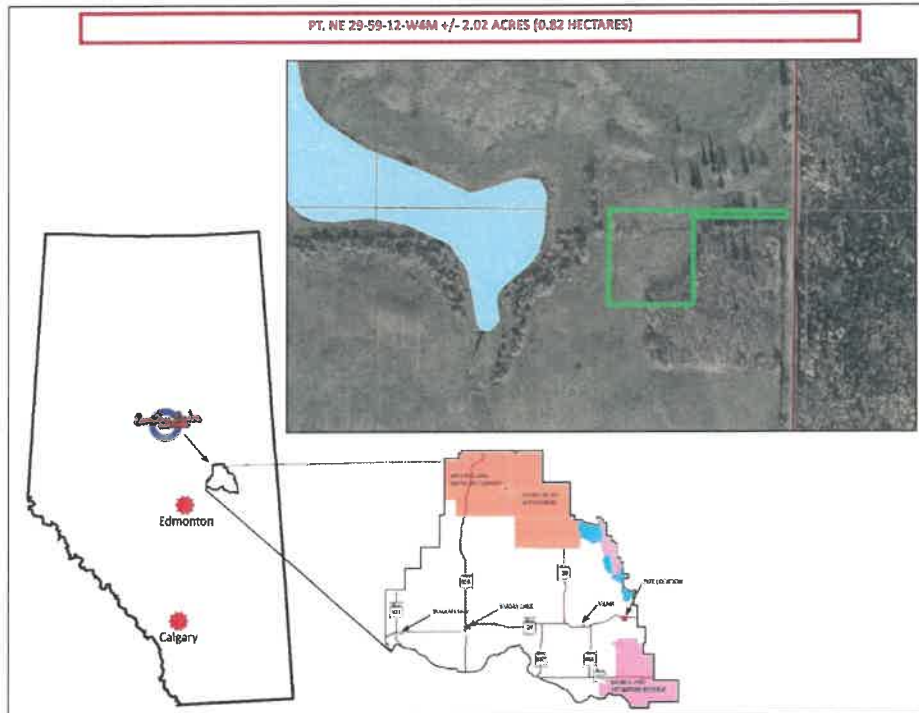


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #2: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #3 INFORMATION

Property #3:

- Legal Description: PT. SW 21-60-13-W4M
- Frontage: Approximately 35m along Range Road 134
- Shape: Rectangular
- Total Land Area: Approximately 1.0 acres (0.40 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 12,000.00

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 #: 0023 569 180
Title: 42H227A
Short Legal: 4;13;60;21;SW

Legal Description:

MERIDIAN 4 RANGE 13 TOWNSHIP 60 SECTION 21
ALL THAT PORTION OF THE SOUTH WEST QUARTER DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTH WEST CORNER OF THE SAID QUARTER SECTION, THENCE
NORTHERLY AND ALONG THE WEST BOUNDARY THEREOF, A DISTANCE OF 105.6 FEET, THENCE
EASTERLY AND PARALLEL WITH THE SOUTH BOUNDARY OF THE SAID QUARTER SECTION A
DISTANCE OF 412.5 FEET, THENCE SOUTHERLY AND PARALLEL WITH THE SAID WEST
BOUNDARY A DISTANCE OF 105.6 FEET, TO A POINT ON THE SAID SOUTH BOUNDARY, THENCE
WESTERLY AND ALONG THE SAID SOUTH BOUNDARY A DISTANCE OF 412.5 FEET TO THE POINT
OF COMMENCEMENT CONTAINING .809 OF A HECTARE (1 ACRE) MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

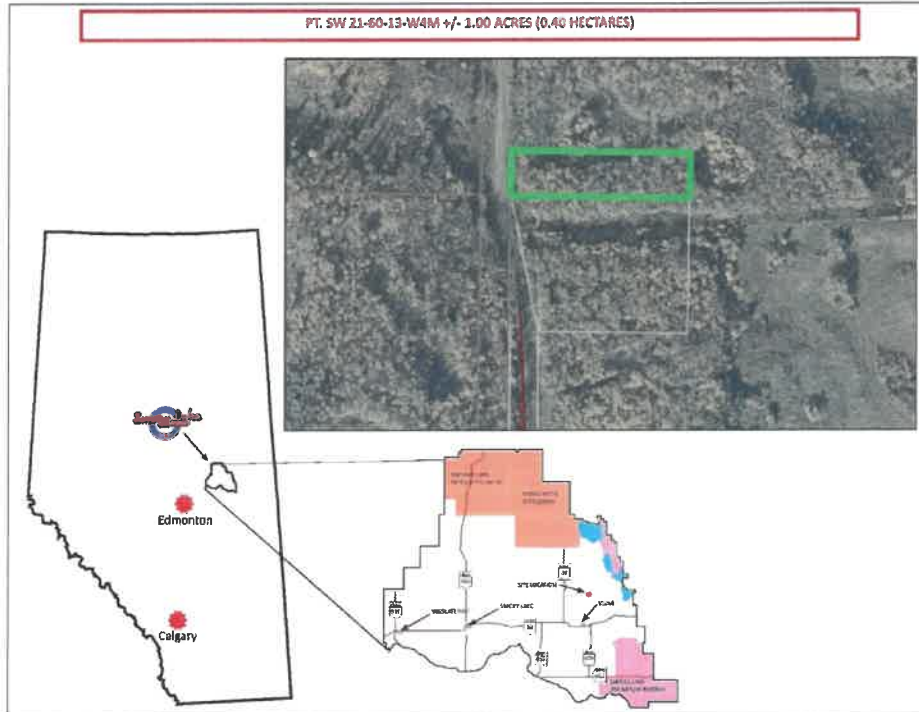


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #3: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #4 INFORMATION

Property #4:

- Legal Description: PT. SW 35-59-15-W4M
- Frontage: None (No road access)
- Shape: Rectangular
- Total Land Area: 0.5 Acres
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$500.00

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 #: 0023 527 907
Title: 246A157
Short Legal: 4;15;59;35;SW**

Legal Description:

MERIDIAN 4 RANGE 15 TOWNSHIP 35 SECTION 35
ALL THAT PORTION OF THE SOUTH WEST QUARTER
DESCRIBED AS FOLLOWS:
COMMENCING AT A POINT ON THE EASTERN BOUNDARY OF THE
TOWNSITE OF BELLIS, AS SHOWN ON SUBDIVISION PLAN 1039CL
100 FEET SOUTH OF THE NORTHERN BOUNDARY OF THE SAID
QUARTER SECTION, THENCE EASTERLY PARALLEL TO THE SAID
NORTHERN BOUNDARY OF THE SAID QUARTER SECTION 105 FEET,
THENCE SOUTHERLY AND PARALLEL TO THE SAID EASTERN BOUNDARY
OF THE SAID TOWNSITE 210 FEET, THENCE WESTERLY AND PARALLEL
TO THE SAID NORTHERN BOUNDARY OF THE SAID QUARTER SECTION
105 FEET MORE OR LESS TO THE SAID EASTERN BOUNDARY OF THE
SAID TOWNSITE, THENCE NORTHERLY ALONG THE SAID EASTERN
BOUNDARY OF THE SAID TOWNSITE 210 FEET MORE OR LESS TO THE
POINT OF COMMENCEMENT, CONTAINING 0.50 OF AN ACRE MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

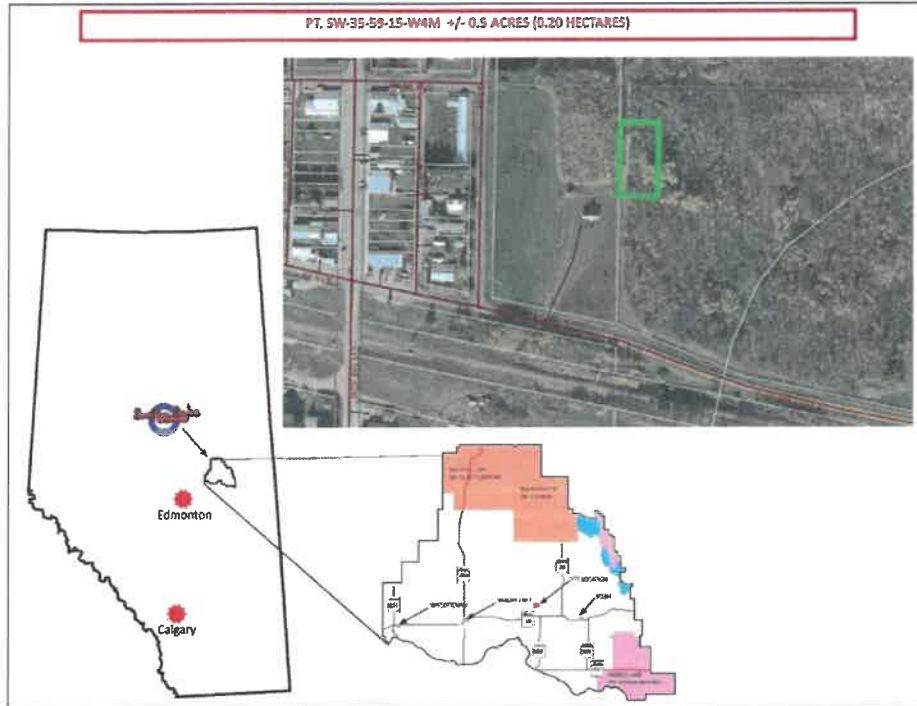


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #4: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #5 INFORMATION

Property #5:

- Legal Description: PT. NE 27-58-16-W4M
- Frontage: None (No road access)
- Shape: Irregular
- Total Land Area: Approximately 2.5 acres (1.01 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 10,00.00

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 #: 0023 512 537
Title: 206A157
Short Legal: 4;16;58;27;;15

Legal Description:

MERIDIAN 4 RANGE 16 TOWNSHIP 58
SECTION 27
ALL THAT PORTION OF LEGAL SUBDIVISION 15
LYING TO THE NORTH AND WEST OF THE LEFT BANK OF THE NORTH
SASKATCHEWAN RIVER AS SHOWN ON A PLAN OF SURVEY OF THE SAID
TOWNSHIP DATED ON THE 10TH DAY OF SEPTEMBER A.D. 1918
CONTAINING 1.011 HECTARES (2.50 ACRES) MORE OR LESS.
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

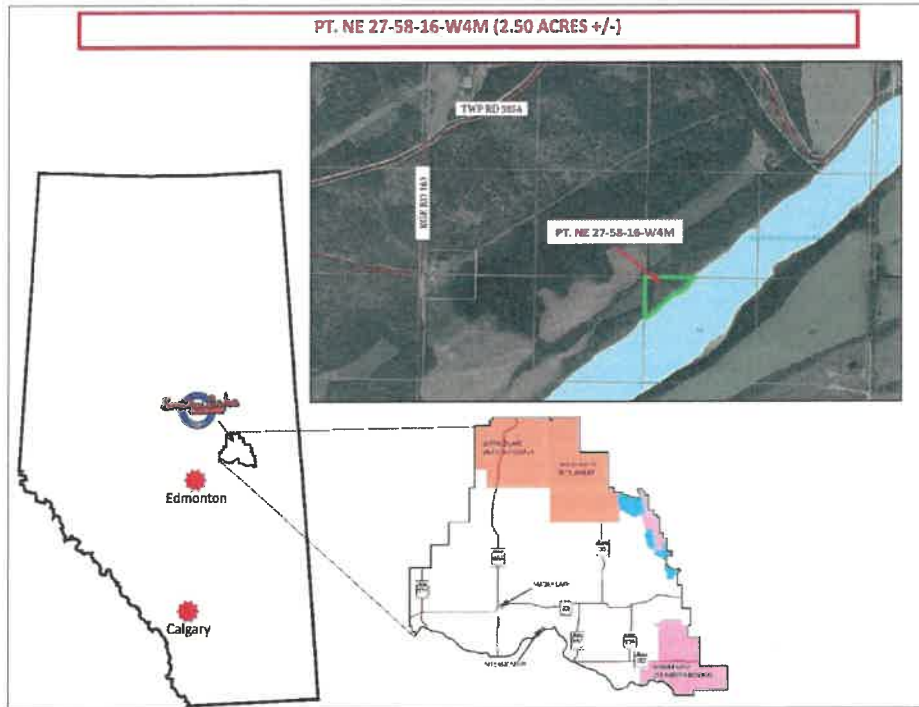


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #5: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #6 INFORMATION

Property #6:

- Legal Description: PLAN 8120163, LOT 1
- Frontage: Approximately 355m along Township Road 595A
- Shape: Triangular
- Total Land Area: Approximately 20.0 acres (8.09 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 70,000.00

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 #: 0011 980 737
Title: 812 015 923
Short Legal: 8120163;;1

Legal Description:

PLAN 8120163
LOT 1

EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 8.16 HECTARES (20.16 ACRES) MORE OR LESS

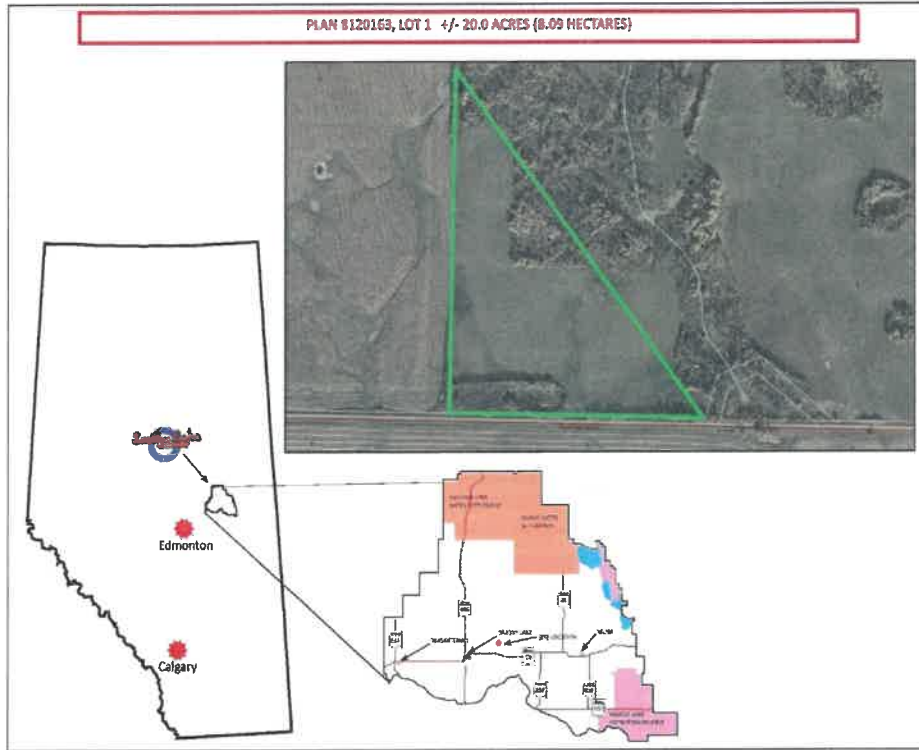


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #6: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #7 INFORMATION

Property #7:

- Legal Description: PLAN 3329ET
- Frontage: Approximately 5m along Range Road 183
- Shape: Panhandle
- Total Land Area: Approximately 1.0 acres (0.405 hectares)
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 5,000.00

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 #: 0019 197 094
Title: 822 053 769 A
Short Legal: 3329ET;OT

Legal Description:

ROAD PLAN 3329ET
NUISANCE GROUND AND ACCESS ROAD

CONTAINING 0.405 HECTARES (1 ACRE)
MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS

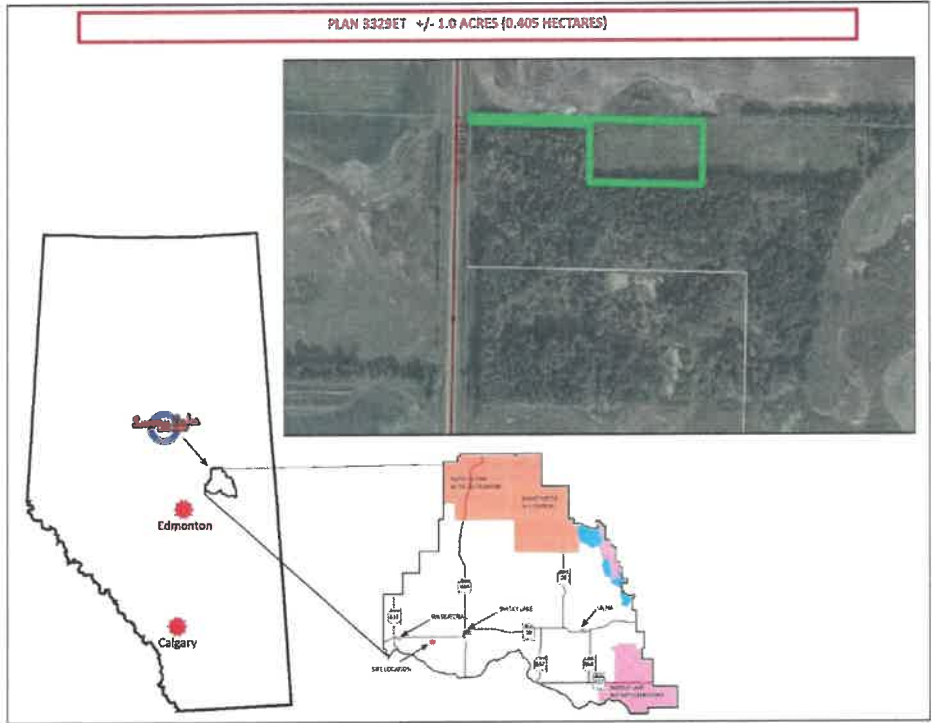


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #7: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #8 INFORMATION

Property #8:

- Legal Description: PLAN 1955CL, BLOCK 1, LOT 3
- Frontage: Approximately 10m along 49th Street in Spedden
- Shape: Rectangular
- Total Land Area: Approximately 3,900 square feet
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$ 2,000.00

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 #: 0019 197 094
Title: 822 053 769 A
Short Legal: 1955CL;1;3

Legal Description:

PLAN 1955CL
BLOCK 1
LOT 3

EXCEPTING THEREOUT ALL MINES AND MINERALS

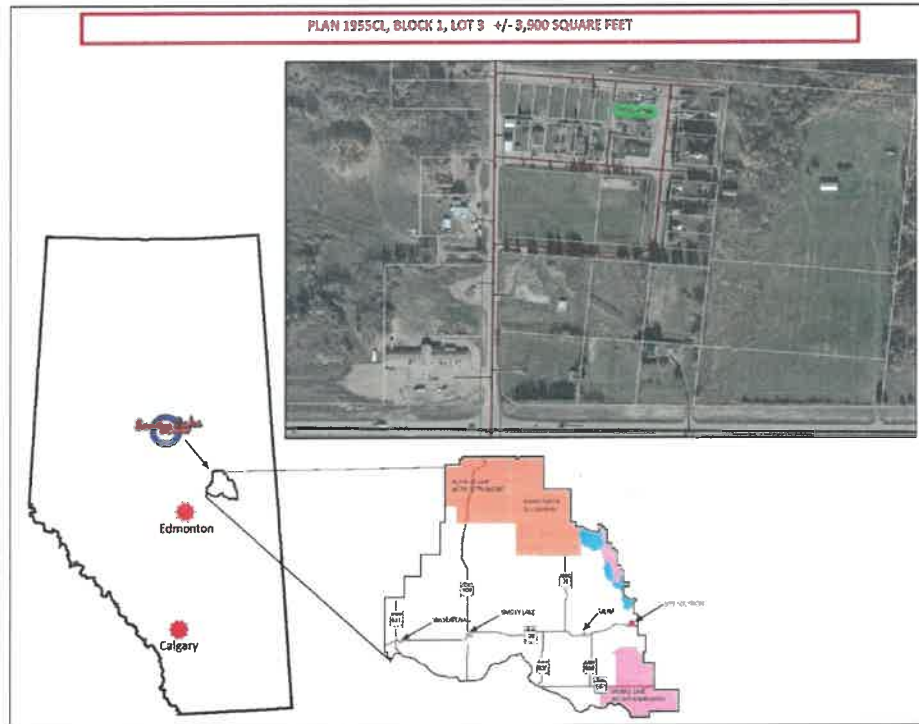


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #8: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #9 INFORMATION

Property #9:

- Legal Description: PLAN 1955CL BLOCK 1 LOT 18
- Frontage: Approximately 14m along 51st Avenue in Spedden
- Shape: Rectangular
- Total Land Area: Approximately 6,222 square feet
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$ 2,300.00

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 #: 0020 154 811
Title: 072 595 849
Short Legal: 1955CL;1;18

Legal Description:

PLAN 1955CL
BLOCK 1
LOT 18

EXCEPTING THEREOUT ALL MINES AND MINERALS

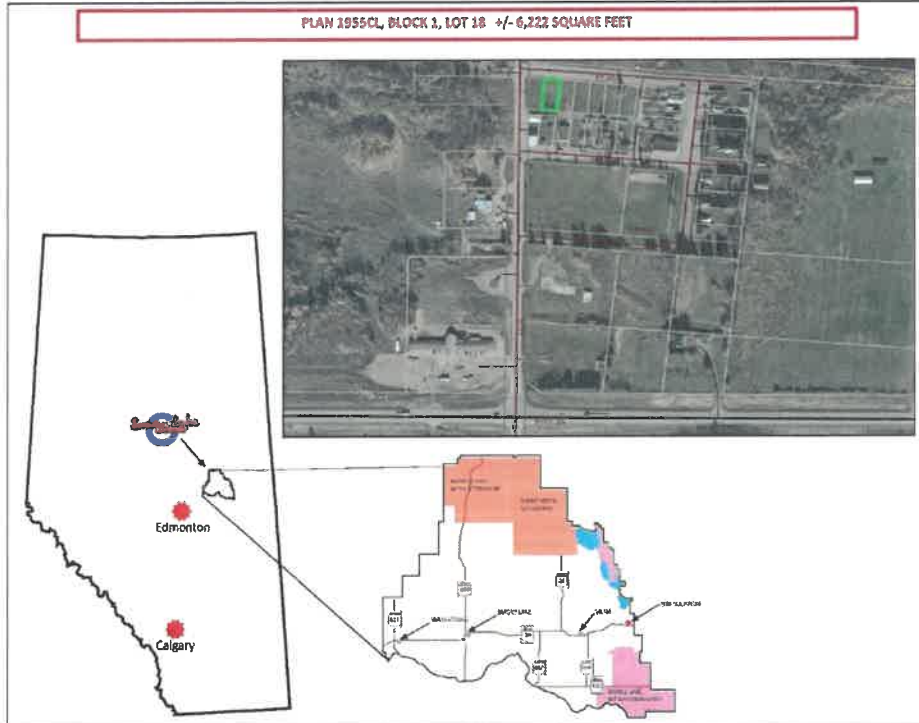


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #9: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #10 INFORMATION

Property #10:

- Legal Description: PLAN 716CL BLOCK 2 LOT 1
- Frontage: Approximately 9m along 50th Street in Warspite
- Shape: Rectangular
- Total Land Area: Approximately 3,900 square feet
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$ 9,000.00

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 #: 0010 830 594
Title: 032 019 317
Short Legal: 716CL;2;1

Legal Description:

PLAN 716CL
BLOCK 2
LOT 1

EXCEPTING THEREOUT ALL MINES AND MINERALS

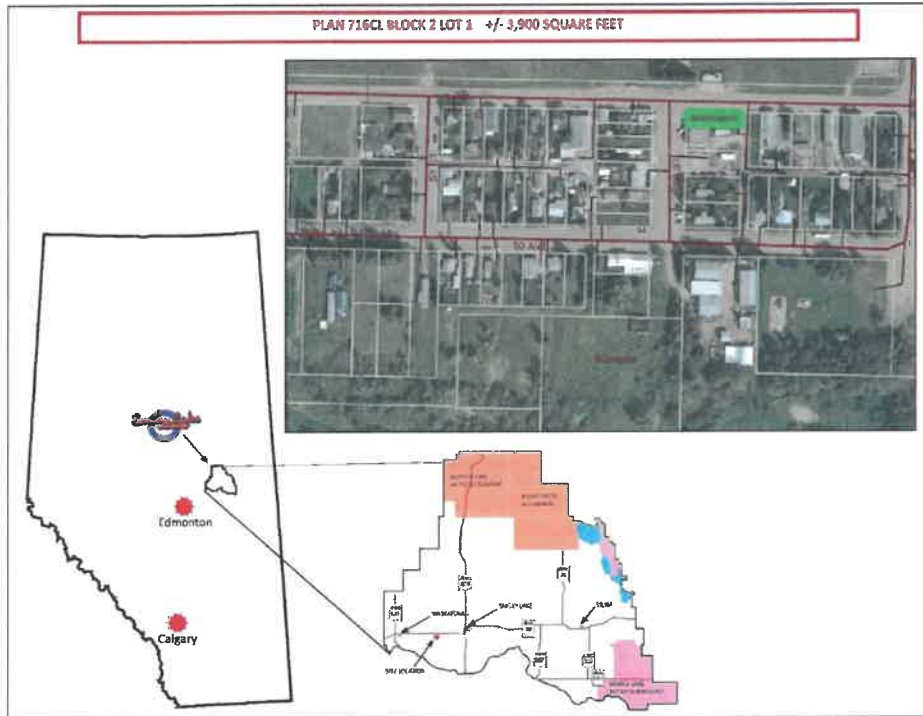


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #10: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #11 INFORMATION

Property #11:

- Legal Description: PLAN 0425044, BLOCK H, LOT 10A
- Frontage: No physical road access; access to undeveloped road plan
- Shape: Rectangular
- Total Land Area: Approximately 12,800 square feet
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$ 12,000.00

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 #: 0030 658 397

Title: 042 383 248 +7

Short Legal: 0425044;H;10A

Legal Description:

BLOCK H
LOT 10A

EXCEPTING THEREOUT ALL MINES AND MINERALS

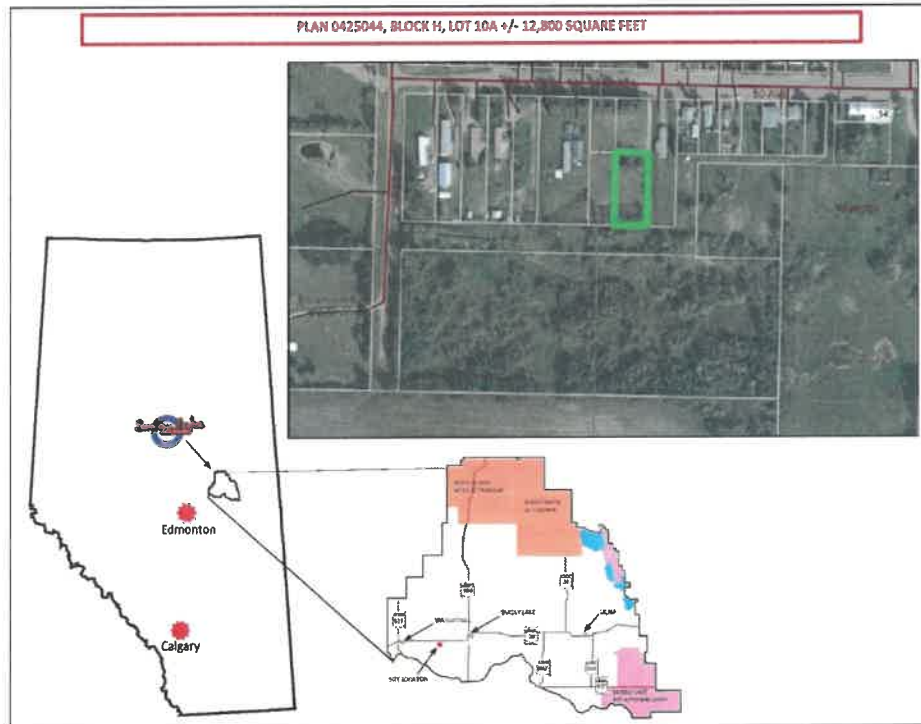


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #11: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #12 INFORMATION

Property #12:

- Legal Description: PLAN 0425044, BLOCK H, LOT 11A
- Frontage: No physical road access; access to undeveloped road plan
- Shape: Rectangular
- Total Land Area: Approximately 10,000 square feet
- Zoning: Hamlet General (HG) District
- Reserve Bid: \$ 11,800.00

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 #: 0030 658 405
Title: 042 383 248 +8
Short Legal: 0425044;H;11A

Legal Description:

BLOCK H
LOT 11A

EXCEPTING THEREOUT ALL MINES AND MINERALS

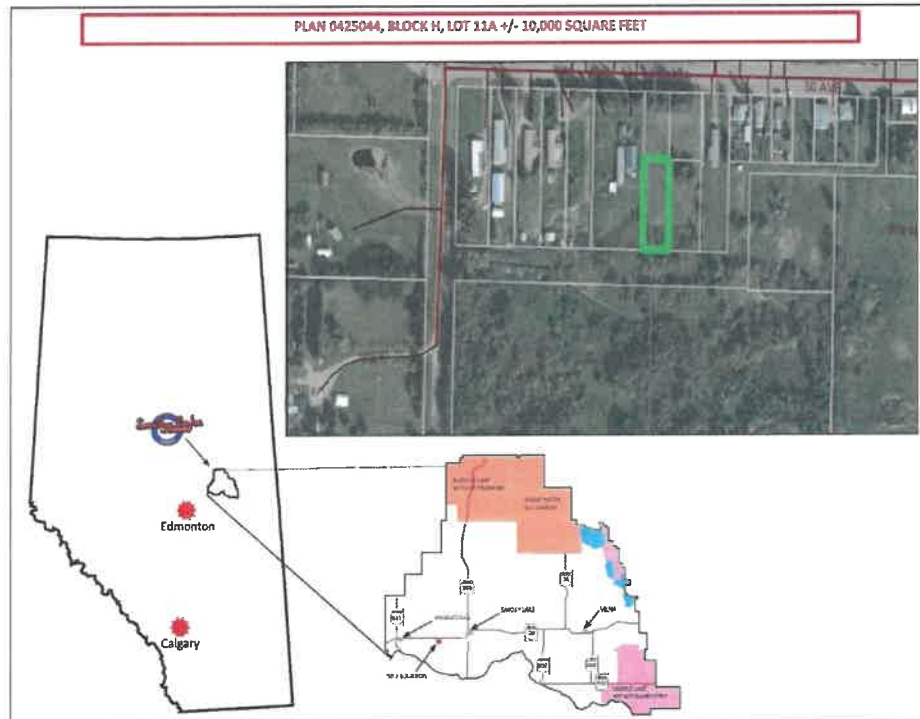


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #12: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #13 INFORMATION

Property #13:

- Legal Description: PLAN 3474 MC
- Frontage: Approximately 100m along 52nd Street
- Shape: Rectangular
- Total Land Area: Approximately 6.65 acres (2.688 hectares)
- Zoning: Hamlet General (HG) 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 #: 0030 658 421

Title: 042 383 249

Short Legal: 3474MC;OT

Legal Description:

PLAN 3474MC
 SCHOOL SITE ADDITON
 CONTAINING 2.92 HECTARES (7.22 ACRES) MORE OR LESS.
 EXCEPTING THEREOUT:

HECTARES (ACRES) MORE OR LESS

A) PLAN 8021340 - SUBDIVISION 0.132 0.32 (ROAD ONLY)

B) PLAN 0425045 - ROAD 0.100 0.25



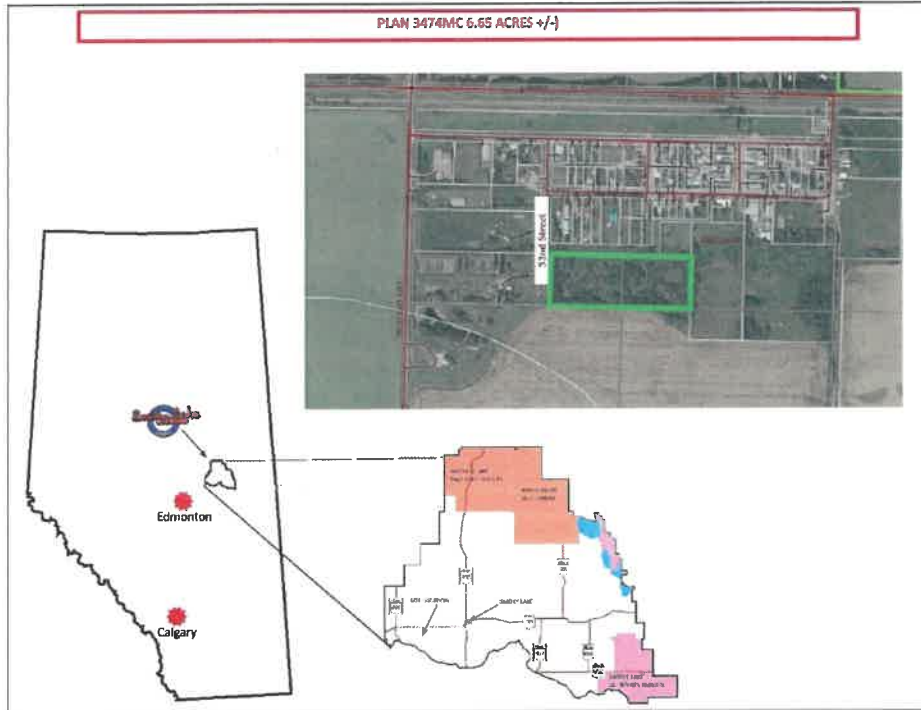
Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

EXCEPTING THEREOUT ALL MINES AND MINERALS

Property #13: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #14 INFORMATION

Property #14:

- Legal Description: SW 12-61-16-W4M
- Frontage: No physical road access; access to undeveloped road allowance
- Shape: Square (quarter section)
- Total Land Area: Approximately 160 acres
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 150,000.00

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 #: 0018 288 358
Title: 145A167
Short Legal: 4;16;61;12;SW

Legal Description:

MERIDIAN 4 RANGE 16 TOWNSHIP 61
SECTION 12
QUARTER SOUTH WEST
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME
AREA: 64.7 HECTARES (160 ACRES) MORE OR LESS

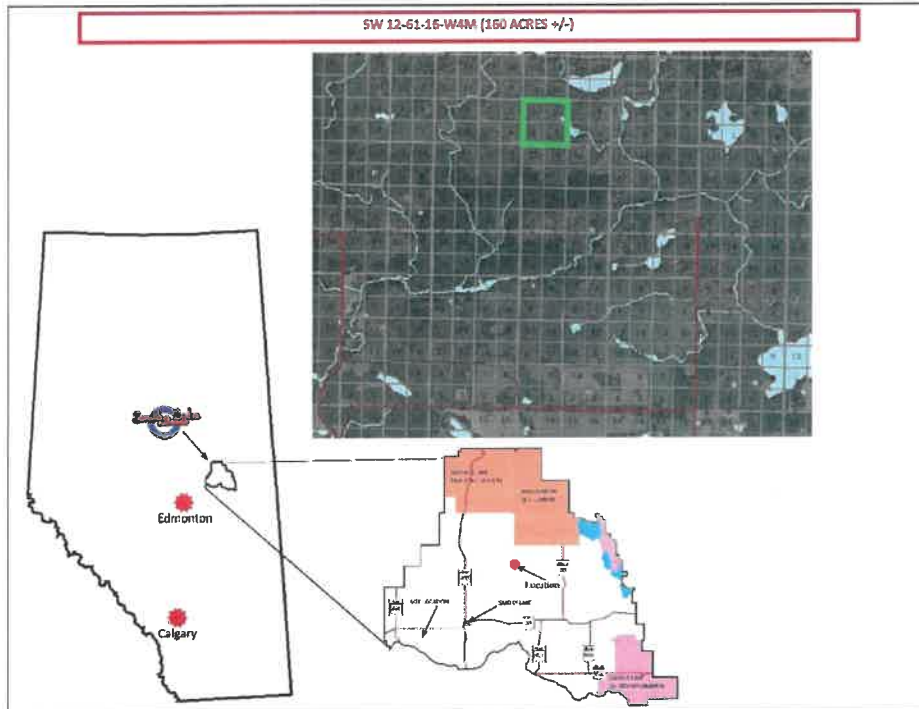


Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

Property #14: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

PROPERTY #15 INFORMATION

Property #15:

- Legal Description: NE 30-59-14-W4M
- Frontage: No physical road access; access to undeveloped road Allowance on east side of property
- Shape: Square (quarter section)
- Total Land Area: Approximately 153.87 acres
- Zoning: Agriculture (AG) District
- Reserve Bid: \$ 150,000.00

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 #: 0023 553 721
Title: 185A132
Short Legal: 4;14;59;30;NE

Legal Description:

MERIDIAN 4 RANGE 14 TOWNSHIP 59
SECTION 30
QUARTER NORTH EAST
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS
EXCEPTING THEREOUT: 6.13 ACRES, MORE OR LESS FOR RIGHT
OF WAY OF THE CANADIAN NORTHERN WESTERN RAILWAY AS
SHOWN ON RAILWAY PLAN 2562BS



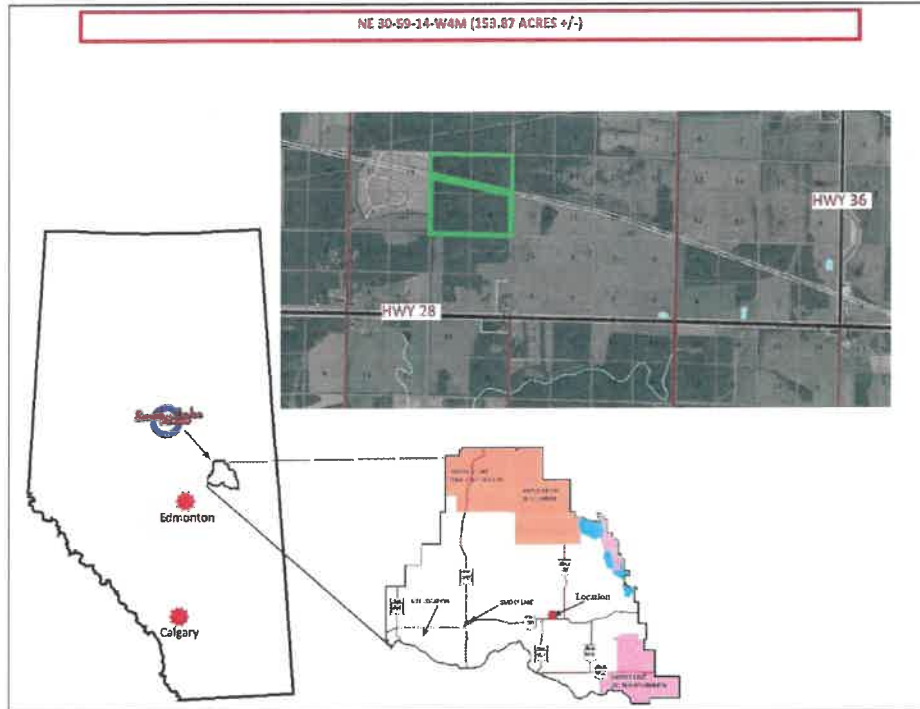
Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

EXCEPTING THEREOUT ALL MINES AND MINERALS

Property #15: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

TENDER SUBMISSION REQUIREMENTS

Applicants are required to submit a Tender which includes the following:

- 1. Completed Tender Submission Form (see attachment)**
- 2. Covering Letter**
 - Company, organization or individual name
 - Description of the organization or individual, including address and contact information
 - Evidence of demonstrated success with similar projects
- 3. Deposit**
 - A 5% deposit made payable to Smoky Lake County
- 4. Additional Information**
 - Any additional information in support of the Tender that the Applicant feels is relevant and deserves consideration by Smoky Lake County



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

CONDITIONS AND GUIDELINES

1. All Tenders must be accompanied by a 5% deposit payable to Smoky Lake County. Deposits will be returned to unsuccessful Applicants. The balance of the purchase price shall be due within thirty (30) days from the date of Council approval of the successful Tender. G.S.T. will apply to all applicable Lands sold. Successful purchasers shall take title of the Lands subject to the conditions and reservations registered on the existing certificate of title.
2. The land is being offered for sale on an "as is, where is" basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject Lands for any intended use by the purchaser. No Tender will be accepted where the Applicant attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by Smoky Lake County.
3. Sealed Tenders must be marked "Public Land Sale Tender – TENDER # PLS-01-24" and must include the legal land description of the parcel(s) of land which the Applicant wishes to submit a Tender for. Tenders must be received by **Friday, July 19, 2024 at 4:00:00 p.m. Mountain Time.**
4. A final decision on whether or not to accept a Tender and sell the Lands shall be made by Council at its first available meeting following the Public Land Sale Tender closing date.
5. All successful Applicants shall be responsible for their share of any land transfer fees.
6. Residents and non-residents of Smoky Lake County are eligible to submit Tenders.
7. Smoky Lake County reserves the right to accept or reject any Tenders, whether or not the reserve bid for the Lands has been met, and may choose not to sell any or all of the Lands for any reason.

TENDER SUBMISSION FORM

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



Request for Decision (RFD)



Smoky Lake County Land Sale Tender – TENDER # PLS-01-24

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

MAILING ADDRESS

CITY

POSTAL CODE

NAME OF CONTACT PERSON

PHONE NUMBER

FAX NUMBER (OPTIONAL)

CELLULAR NUMBER (OPTIONAL)

E-MAIL ADDRESS

SIGNATURE OF AUTHORIZED OFFICIAL

PRINT NAME

DATE



Request for Decision (RFD)

Enclosure #2 – Public Land Lease Tender (Tender # PLL-01-24)



Smoky Lake County Public Land Lease Tender

Smoky Lake County

BOX 310 |
4612 McDougall Drive |
Smoky Lake, Alberta |
T0A 3C0 |

CLOSING DATE

FRIDAY, JULY 19, 2024
4:00:00 p.m. Mountain Time



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

GENERAL INFORMATION TO APPLICANTS

SMOKY LAKE COUNTY (the County) is offering the following surplus County-owned lands (the Lands) for lease by Public Tender:

PROPERTY #	LEGAL DESCRIPTION	SIZE OF PARCEL
1	SE-8-62-13-W4M	125.10 ACRES
2	SW-8-62-13-W4M	153.50 ACRES
3	SE-25-61-18-W4M	107.35 ACRES
4	NE-25-61-18-W4M	32.78 ACRES

Definitions

Applicants: Means all persons, partnerships or corporations who respond to this Public Land Lease Tender and includes their heirs, successors and permitted assigns.

County: Means Smoky Lake County.

Tender: Means a tender received from an Applicant, received prior to the deadline date and which meets the requirements of this Public Land Lease Tender.

Lands: Means the County-owned lands that are the subject of this Public Land Lease Tender.

May: Used in this Public Land Lease Tender denotes permissive.

Must/Shall/Will: Used in this Public Land Lease Tender denotes imperative.

Public Land Lease Tender: means this document and any addenda issued pursuant to this document.

Closing Date and Time

Only those Tenders received on or before the deadline date and time advertised for the submission of Tenders will be considered by the County. Tenders received after the deadline will not be considered. The County will assume no responsibility for Tenders that do not arrive at the County office by the specified closing date and time. Late Tenders will be returned to the Applicant upon receipt by the County.



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

Rejection and Disqualification of Tender

The County reserves the right to reject or disqualify any or all Tenders received. Should the County decide that it is in the best interests of the County to retain ownership of any or all of the Lands, the Applicant(s) shall have no claim against the County.

The County will reject or disqualify Tenders as non-compliant for the following reasons, unless otherwise specified in this Public Land Lease Tender:

- Failure to submit the required Tender and support documents in accordance with the closing date and time indicated on the cover page of this Public Land Lease Tender or any subsequent addenda;
- Failure to complete, sign and return the Tender Submission form.
- Failure to comply with any of the mandatory requirements of this Public Land Lease Tender or those mandatory requirements of an subsequent addenda, or any other condition that the County considers appropriate.

Tender Submission

Applicants must submit two (2) printed copies of your Tender in a sealed envelope, addressed to the following, delivered or post-marked no later than **Friday, July 19, 2024 at 4:00:00 p.m. Mountain Time:**

Smoky Lake County
Planning and Development Department
Box 310
4612 McDougall Drive
Smoky Lake, Alberta
T0A 3C0
ATTN: Jordan Ruegg, Planning and Development Manager

All Tenders must include the attached Submission Form and are to be clearly marked “Public Land Lease Tender – TENDER # PLL-01-24”.



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

Questions/Inquiries

Questions or inquiries relating to this Public Land Lease Tender shall be directed to:

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

Inquiries must not be directed to any other County employee(s) or elected official(s). Directing inquiries other than to those designated may result in your Tender being rejected or disqualified by the county. The deadline for questions or inquiries is **Friday, July 12, 2024 at 4:00:00 p.m., Mountain Time.**



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

PROPERTY #1 INFORMATION

Property #1:

- Legal Description: SE 8-62-13-W4M
- Frontage: Approximately 330m along Range Road 133A
- Shape: Irregular (quarter section bounded by Whitefish Lake on the north side)
- Total Land Area: Approximately 125.10 acres
- Zoning: Agriculture (AG) District

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 Lease Tender has been issued.

Legal Description & Land Title:

The Lands are legally described as follows:

LINC #: 0023 562 391
Title: 1320170
Short Legal: 4;13;62;8;SE

Legal Description:

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 8
THE WHOLE OF LEGAL SUBDIVISION 1 AND 2 AND THOSE
PORTIONS OF LEGAL SUBDIVISIONS 7 AND 8
NOT COVERED BY THE WATERS OF WHITEFISH LAKE AS
SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP
DATED ON THE 26TH DAY OF JUNE A.D. 1926
CONTAINING 50.640 HECTARES (125.10 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

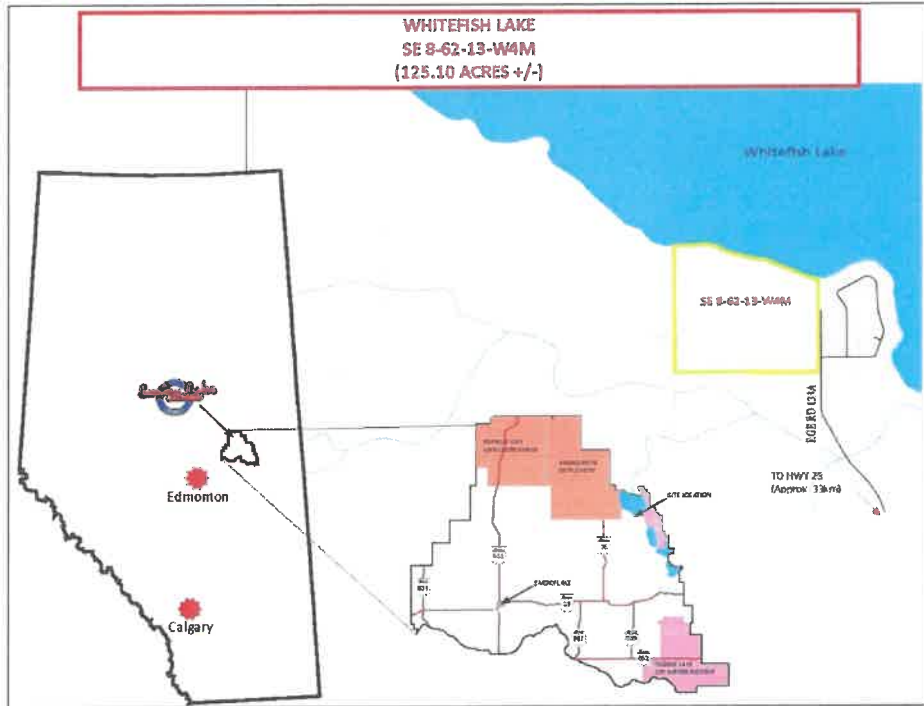


Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

Property #1: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

PROPERTY #2 INFORMATION

Property #2:

- Legal Description: SW 8-62-13-W4M
- Frontage: None (undeveloped government road allowance on west side of property)
- Shape: Irregular (quarter section bounded by Whitefish Lake on the north side)
- Total Land Area: Approximately 153.50 acres
- Zoning: Agriculture (AG) District

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 Lease Tender has been issued.

Legal Description & Land Title:

The Lands are legally described as follows:

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 8
THE WHOLE OF LEGAL SUBDIVISIONS 3, 4 AND 5 AND
ALL THAT PORTION OF LEGAL SUBDIVISION 6
NOT COVERED BY ANY OF THE WATERS OF WHITEFISH LAKE
AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP
DATED ON THE 26TH DAY OF JUNE A.D. 1926
CONTAINING 62.1 HECTARES (153.50 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

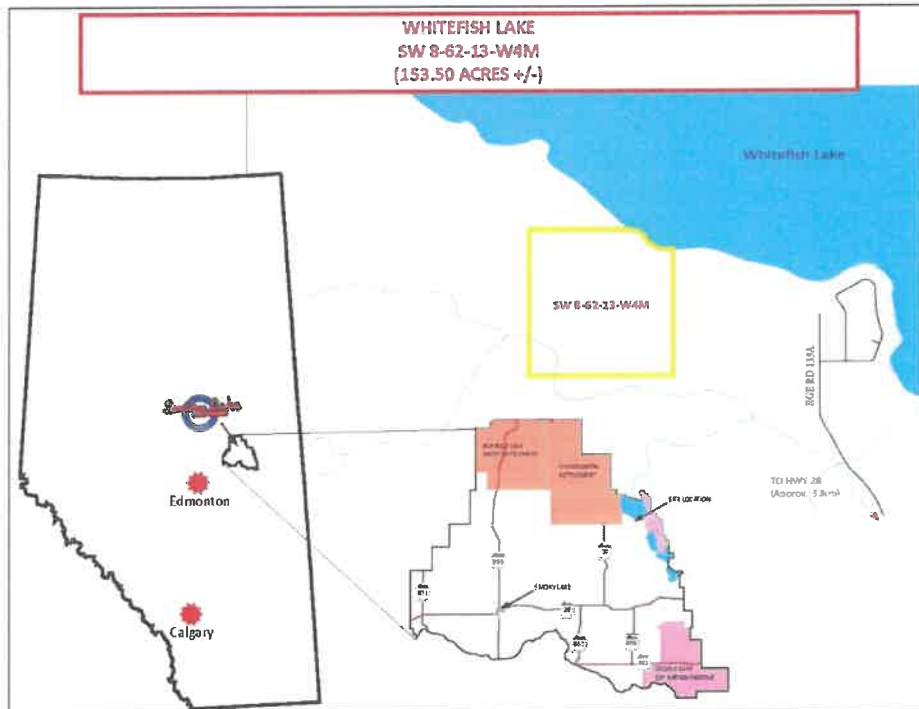


Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

Property #2: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

PROPERTY #3 INFORMATION

Property #3:

- Legal Description: SE 25-61-18-W4M
- Frontage: Approximately 800m along Township Road 614
- Shape: Irregular (bordered by Hanmore Lake on east side of the property)
- Total Land Area: Approximately 107.35 acres (0.40 hectares)
- Zoning: Agriculture (AG) District

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 Lease Tender has been issued.

Legal Description & Land Title:

The Lands are legally described as follows:

LINC #: 0034 279 109
Title: 102 104 731
Short Legal: 4;18;61;25;SE

Legal Description:

MERIDIAN 4 RANGE 18 TOWNSHIP 61
 SECTION 25
 ALL THAT PORTION OF THE SOUTH EAST QUARTER
 LYING GENERALLY TO THE SOUTH AND EAST OF THE SOUTH EASTERLY LIMIT
 OF ROAD PLAN 3632CL EXCEPTING THEREOUT WATER AS SHOWN ON A PLAN
 OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON 9 JUNE, 1913
 CONTAINING 43.44 HECTARES (107.35 ACRES) MORE OR LESS
 EXCEPTING THEREOUT ALL MINES AND MINERALS



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

PROPERTY #4 INFORMATION

Property #4:

- Legal Description: PT. NE 25-61-18-W4M
- Frontage: Approximately 750m along Range Road 180
- Shape: Irregular (bordered by Hanmore Lake on south side of the property)
- Total Land Area: 32.78 Acres
- Zoning: Agriculture (AG) District

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 Lease Tender has been issued.

Legal Description & Land Title:

The Lands are legally described as follows:

LINC #: 0034 279 315
Title: 102 104 933
Short Legal: 4;18;61;25;NE

Legal Description:

MERIDIAN 4 RANGE 18 TOWNSHIP 61
SECTION 25
ALL THAT PORTION OF THE NORTH EAST QUARTER
LYING GENERALLY TO THE SOUTH AND EAST OF THE SOUTH EASTERLY
LIMIT OF ROAD PLAN 3632CL EXCEPTING THEREOUT WATER AS SHOWN
ON A PLAN OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA
ON 9 JUNE, 1913 CONTAINING 13.27 HECTARES (32.78 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

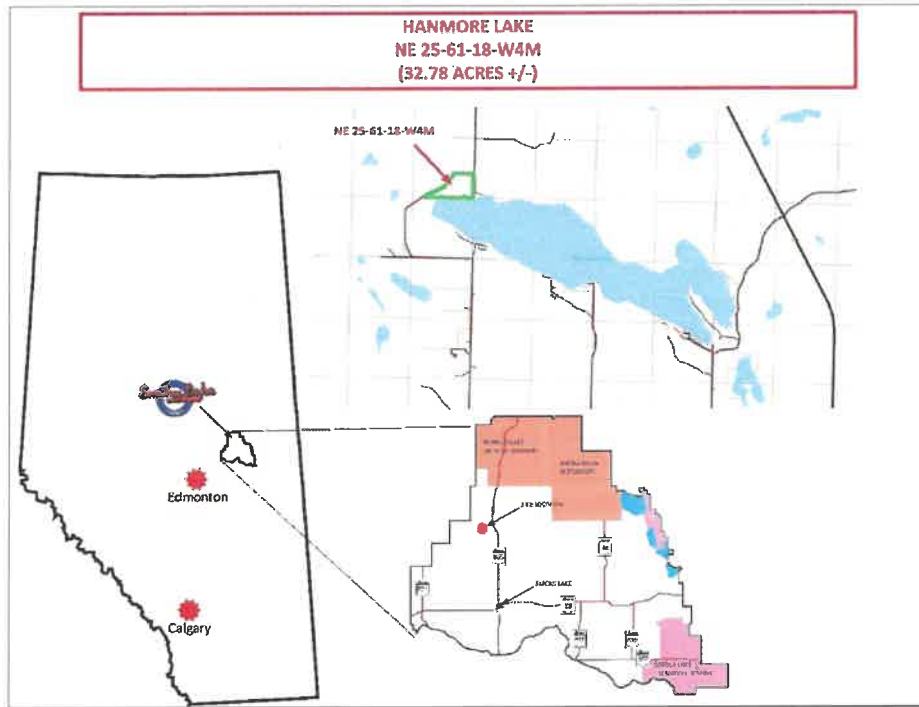


Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

Property #4: Site/Location Plan





Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

TENDER SUBMISSION REQUIREMENTS

Applicants are required to submit a Tender which includes the following:

- 1. Completed Tender Submission Form (see attachment)**
- 2. Covering Letter**
 - Company, organization or individual name
 - Description of the organization or individual, including address and contact information
 - Evidence of demonstrated success with similar projects
- 3. Deposit**
 - A 5% deposit made payable to Smoky Lake County
- 4. Additional Information**
 - Any additional information in support of the Tender that the Applicant feels is relevant and deserves consideration by Smoky Lake County



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

CONDITIONS AND GUIDELINES

1. All Tenders must be accompanied by a 5% deposit payable to Smoky Lake County. Deposits will be returned to unsuccessful Applicants. The balance of the purchase price shall be due within thirty (30) days from the date of Council approval of the successful Tender.
2. The land is being offered for Lease on an “as is, where is” basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject Lands for any intended use by the purchaser. No Tender will be accepted where the Applicant attempts to attach conditions precedent to the Lease of any parcel. No terms and conditions of Lease will be considered other than those specified by Smoky Lake County.
3. Sealed Tenders must be marked “**Public Land Lease Tender – TENDER # PLL-01-24**” and must include the legal land description of the parcel(s) of land which the Applicant wishes to submit a Tender for. Tenders must be received by **Friday, July 19, 2024 at 4:00:00 p.m. Mountain Time.**
4. A final decision on whether or not to accept a Tender and sell the Lands shall be made by Council at its first available meeting following the Public Land Lease Tender closing date.
5. Residents and non-residents of Smoky Lake County are eligible to submit Tenders.
6. Smoky Lake County reserves the right to accept or reject any Tenders, whether or not the reserve bid for the Lands has been met, and may choose not to sell any or all of the Lands for any reason.



Request for Decision (RFD)



Smoky Lake County Land Lease Tender – TENDER # PLL-01-24

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

MAILING ADDRESS

CITY

POSTAL CODE

NAME OF CONTACT PERSON

PHONE NUMBER

FAX NUMBER (OPTIONAL)

CELLULAR NUMBER (OPTIONAL)

E-MAIL ADDRESS

SIGNATURE OF AUTHORIZED OFFICIAL

PRINT NAME

DATE



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.5**

Topic: Smoky Lake County Grapevine Email Distribution

Presented By: Communications Department

Recommendation:

Option #1:

That Smoky Lake County continue to encourage residents to access editions of the County Grapevine on the Smoky Lake County website, as the website remains as the County's primary and predominant online presence, as outlined in Policy No. 01-46-02: Social Media; and continue to promote when new editions of the Grapevine are published on social media.

Option #2:

That Smoky Lake County provide an option to the public for receiving the County Grapevine by email to anyone who requests to receive it; and notify the public of this new distribution option by promoting it on the County's social media, website and Grapevine.

Background:

Councillor Fenerty requested that Smoky Lake County provide an option for the public to sign up and receive the monthly Smoky Lake County Grapevine via email. Email distribution would be provided by Smoky Lake County and the email list would be managed by Smoky Lake County Communications.

Since the closure of the Smoky Lake Signal in 2021, the Grapevine is only published in the Redwater Review. The Redwater Review is distributed to all TOA 3P0 (Waskatenau), TOA 3L0 (Vilna) and TOA 3C0 (Smoky Lake) postal codes at no cost to residents (distribution information provided by the Redwater Review, as of March 2024. The Redwater Review is also published online at www.redwaterreview.com.

The Smoky Lake County Grapevine is posted on the County website the same day it is published in the Redwater Review. Accessing the Grapevine online is easy with just 2-clicks to access, well within the '3-click' website rule, where users should always be able to find their desired information within three clicks or less. The Grapevine can be found under the Government heading → Grapevine. Archived editions of the Grapevine are also available online. The Grapevine is emailed to all staff, Council, the Town of Smoky Lake and Villages of Waskatenau and Vilna.

Benefits:

- Increase accessibility of the Grapevine
- More cost effective than going through a third-party email distribution host

Disadvantages:

- Time to manage an email distribution list of subscribers and unsubscribes becomes complex as the list grows
- Storing subscriber data comes with a responsibility to keep it secure. Any data breaches could result in loss of trust and legal consequences.



Request for Decision (RFD)

- Municipalities must comply with Canada's Anti-Spam Legislation (CASL) which imposes strict regulations on commercial electronic messages (CEMs), including email newsletters. Non-compliance with CASL can result in fines. CASL mandates that senders obtain explicit consent from recipients before sending them commercial electronic messages. Municipalities must ensure that subscribers have opted in to receive newsletters and provide a clear unsubscribe mechanism in every communication.
- We do not currently have the ability for an unsubscribe button with our email system.

Alternatives:

- Use a third party host for mass email distribution. This comes with a cost and have limited control over certain aspect of email distribution, such as server configurations, delivery protocols and security measures. Must ensure that the service provider adheres to relevant regulations and safeguards to protect subscribers' information.

Financial Implications:

May have lawyer fees to ensure a good privacy statement is created.

Legislation:

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

(List any supporting documents attached)

Signature of the CAO:

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke at the end, written over a solid black horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.6**

Topic: Regional Parades Participation in 2024

Presented By: Environment & Parks Manager / Assistant CAO

Recommendation:

That Smoky Lake County prepare a parade float with the Town of Smoky Lake's 2024 Parade Theme: "Train Tracks of Tradition!", and enter the parade float with available Councillors participating aboard the float in the regions' parades scheduled by the Town of Smoky Lake (Annual Heritage Day Parade) on August 3, 2024, Victoria Trail Agricultural Society (Annual Fair Days Parade) in the Village of Waskatenau on August 11, 2024, and Vilna & District Agricultural Society (Vilna Boomtown Days Parade) in the Village of Vilna on August 17, 2024.

Background:

Smoky Lake County Parks Department decorates a parade float each year following a theme chosen by the Town of Smoky Lake; this year's theme is "Train Tracks of Tradition!"

Typically, Council and Staff who are available, ride the float.

Benefits: Supports tradition and community involvement.

Disadvantages: N/A.

Alternatives: Take no action.

Financial Implications: There is a small entry fee to enter each parade. The cost for candy in 2023 was \$3,250. This year cost is estimated to be \$2,000.

Legislation: N/A

Intergovernmental: Village of Vilna, Village of Waskatenau, and Town of Smoky Lake.

Strategic Alignment: N/A

Enclosure(s): N/A

Signature of the CAO:

A handwritten signature in blue ink, consisting of several overlapping loops and lines, positioned to the right of the text "Signature of the CAO:".



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.7**

Topic: Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant - FFP-22-18

Presented By: Fire Protective Services

Recommendation(s):

1. That Smoky Lake County Council approve action taken by Administration in executing on April 24, 2024, the Forest Resource Improvement Association of Alberta FireSmart Program Project Grant FFP-22-18 – Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities grant extension from December 31, 2023 to September 30, 2024.
2. That Smoky Lake County accept the final report for Smoky Lake County Wildfire Mitigation Strategy prepared by Montane Forest Management Ltd, consultant Stew Walkinshaw dated May 2024 outlining the implementation plan of recommendations. (recommendations will be listed in the motions)
3. Upon today's discussion a motion to determine which recommendations the surplus of \$3,572.90 shall be applied to.

Background:

Smoky Lake County received confirmation for the successful FRIAA FireSmart Program Project Grant application – Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities in the amount of \$40,000.00 on December 9, 2022 – Motion 370-23: February 15, 2023.

Smoky Lake County contracted Montane Forest Management to complete the project in March of 2023.

Due to the wildfires in Alberta in 2023, Montane Forest Management was not able to start the Smoky Lake County project until October of 2023 which delayed our final reporting for December 31, 2023 grant deadline.

Smoky Lake County received a draft copy of the report in April of 2024 and a final copy in May 2024.

With delays to the original timelines Smoky Lake County applied for a grant extension to complete this project by September 30, 2024.

On May 29, 2024, Smoky Lake County submitted the progress report to FRIAA outlining the Wildfire Mitigation Strategy with the expenses from the contractor totaling \$36,427.10.

The Wildfire Mitigation Strategy report has provided 12 recommendations for Smoky Lake County to implement. These recommendations require future planning for finance budgeting and resources. However, there is a grant surplus balance of \$3,572.90 and administration suggesting to allocate the remaining grant funding towards under Vegetation Management for private lands - **Recommendation 1:** Educate and encourage residents in all of the resort communities to establish adequate FireSmart immediate and intermediate zone vegetation management standards on their private lands and under Public Education: FireSmart Hazard Assessments – **Recommendation 6:** Identify and train Smoky Lake County Fire Department members to provide advanced FireSmart hazard assessments and options to reduce the wildfire threat to those residences that request them.

Currently there are no new funding opportunities from the FRIAA at this time.



Request for Decision (RFD)

Benefits: Risk mitigation for wildfires in the County

Disadvantages: Requires time and resources to complete the recommendations.

Alternatives: Contract out the work.

Financial Implications: Wait for grant opportunities or use municipal operations budget

Legislation:

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

a) FRIAA FireSmart Program Amending Agreement

b) Smoky Lake County Wildfire Mitigation Strategy Report

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and flourishes, positioned over a horizontal line.

FRIAA FIRESMART PROGRAM AMENDING AGREEMENT

THIS AMENDING AGREEMENT dated the 24th day of April, 2024.

BETWEEN:

FOREST RESOURCE IMPROVEMENT ASSOCIATION OF ALBERTA
of Edmonton, Alberta

(“FRIAA”)

-and-

SMOKY LAKE COUNTY

(the “Recipient”)

WHEREAS:

A. FRIAA and the Recipient are parties to a Project Grant Agreement (the “**Agreement**”) dated the 9th day of December, 2022; and

B. The parties wish to amend the Agreement in accordance with the terms of this Amending Agreement.

NOW THEREFORE in consideration of one dollar (\$1.00) and of the mutual promises and covenants of the parties, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:


1. Any capitalized terms used in this Amending Agreement which are not otherwise defined herein shall have the same meaning set forth in the Agreement.
2. The Agreement is hereby amended to delete the existing Sections 4, Section 6, Section 7 and Section 9 of the **Schedule A** and replace it with the existing Sections 4, Section 6, Section 7 and Section 9 attached hereto as **Appendix A**.
3. Except as amended by this Amending Agreement, all other terms and conditions of the Agreement will remain in full force and effect and be binding upon the parties and their respective heirs, executors, administrators, successors and assigns.
4. This Amending Agreement may be executed by facsimile and in separate counterparts. It shall be fully executed when each party whose signature is required has signed at least one counterpart even though no counterpart contains the signatures of all the parties.
5. This Amending Agreement shall be governed by the laws of the Province of Alberta.

IN WITNESS WHEREOF the parties hereto have duly executed this Amending Agreement effective as of the date and year first written above.

**FOREST RESOURCE IMPROVEMENT
ASSOCIATION OF ALBERTA**

Per: 
Authorized Signatory (Todd Nash)

SMOKY LAKE COUNTY

Per: 
Authorized Signatory
Interim Chief Administrator Officer

Lydia Cielinski
Print Name

APPENDIX A

Schedule A Project Scope, Budget, Project Plan, and Reports

PROJECT SCOPE

1. Name of Project: Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities
2. Project Identification Number: FFP-22-18
3. Project Start Date: December 9, 2022
4. Project Completion Date: September 30, 2024
5. Total Project Value (*i.e.* total costs): \$40,000

PROJECT PLAN

6. Work Plan (description of tasks, milestones and deliverables): As per Section 3.2 of the Project Proposal (Schedule D) as modified herein
7. Budget and Project Financing Schedule:

Progress Report	Task(s) and Estimated Milestones	Reporting Period		FRIAA Payment
		Start Date	End Date	
Progress Report 1	Signed Project Grant Agreement, Project start up, Draft Wildfire Mitigation Strategy	December 9, 2022	May 31, 2024	-
Final Outcomes Report	Final Wildfire Mitigation Strategy, Final Outcomes Report	June 1, 2024	September 30, 2024	\$40,000
Total				\$40,000

REPORTS

- 8. Financial and Technical Reports

The Recipient shall submit an unaudited financial report and technical report at regular intervals as determined by FRIAA and within thirty (30) days of receiving FRIAA’s written request, interim reports for the Project detailing how much of the Project has been completed, how much money has been spent, and how much of the Project remains to be completed in formats acceptable to FRIAA in the exercise of its sole discretion.

The Recipient shall submit within thirty (30) days of receiving FRIAA’s written request an annual technical report detailing how much of the Project has been completed, how much money has been spent, and how much of the Project remains to be completed in formats acceptable to FRIAA in the exercise of its sole discretion.

- 9. Progress Reports

Progress Report 1- May 31, 2024 - Report to contain description of activities to date, a description of contractor selection process (or, if applicable, outcome of contractor selection process), a Summary of Project Expenses to date in FRIAA specified format and a formal claim request for grant funds and a signoff from the project manager (Schedules A & B). The Draft version of the Wildfire Mitigation Strategy is required to be submitted to FRIAA and review by AF&P is strongly encouraged. Feedback will be provided by AF&P to incorporate into the Final Wildfire Mitigation Strategy.

- 10. Reports Format

All reports must contain the information and be in a format specified by or acceptable to FRIAA, as may be made available by FRIAA on FRIAA’s website and signed by an individual qualified to attest to the accuracy of the information provided.

11. Final Financial Report
The Recipient shall provide a final financial report, accounting for all Project revenues and expenditures (the "**Final Financial Report**").

12. Final Outcomes Report
The Recipient shall provide a final technical report that sets out the outcomes of the Project ("**Final Outcomes Report**"). The Final Outcomes Report must also include a concise summary of what the Project has achieved together with the status of performance of the Project in terms of process, output, outcomes and impact measures.

The Final version of the Wildfire Mitigation Strategy is required to be submitted to FRIAA for review and acceptance as the final deliverable for the project along with the Final Outcomes Report. Report to contain description of activities to date; a description of contractor selection process (or, if applicable, outcome of contractor selection process); a Summary of Project Expenses to date in FRIAA specified format and a formal claim request for grant funds and a signoff from the project manager (Schedules A & B). AF&P acceptance of the Final Wildfire Mitigation Strategy is strongly encouraged.

13. Final Financial Report, Final Outcomes Report and Non-Confidential Final Report
On or before the Project Completion Date, the Final Financial Report and the Final Outcomes Report shall be submitted in one electronic version. FRIAA may make copies of these Reports for use by FRIAA as permitted under this Agreement.

The Recipient should also be prepared to address the Final Financial Report and the Final Outcomes Report in a presentation to FRIAA.

The Final Financial Report and the Final Outcomes Report shall be satisfactory to FRIAA in its sole discretion, acting reasonably.

14. Other Reports
During the Term and for a period of five years thereafter, the Recipient must provide such additional follow-up information as FRIAA may reasonably request for the purpose of evaluating the Project outcomes or benefits.

Smoky Lake County Wildfire Mitigation Strategy



**Prepared for:
Spencer Kotylak, Deputy Fire Chief**



May 2024

Stew Walkinshaw, R.P.F.

MONTANE
Forest Management Ltd.

Canmore, AB.

Phone: (403) 678-7054 Email: montane@shaw.ca

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1 Introduction

The Smoky Lake County Wildfire Mitigation Strategy was developed to provide practical and operational wildland/urban interface risk mitigation strategies to reduce the threat of wildfire to development in twelve resort communities within Smoky Lake County.

The project objectives include:

- Assess wildfire hazard and risk to development
- Based on interface hazard and risk, develop and prioritize recommendations to reduce the threat of wildfire to development in the planning area

This Wildfire Mitigation Strategy (WFMS) was developed using standardized FireSmart hazard assessment protocols and mitigation measures were developed based on the seven disciplines of wildland/urban interface approach and current research and knowledge in interface community protection.

An implementation plan is included in this Plan to assist Smoky Lake County to budget and complete projects based on the priorities identified. FireSmart mitigation measures recommended in this strategy reduce, but do not remove, the threat of wildfire to communities.

This plan should be reviewed and updated at **five-year intervals** to ensure it is based on current conditions.

2 Planning Area

The planning area includes the following resort communities (Map 1):

- Hanmore Lake Resort
- Haines Estates
- Mons Lake Estates/Mons View Resort
- Sandy Lane Park
- Bonnie Lake Resort
- Birchland Resort
- Parkview Beach Resort
- Sunrise Beach/Garner Lake Resorts
- Hillside Acres
- Paradise Cove Resort
- Whitefish Lake Resort

The area consists of private, Municipal, and Provincial-lands. Jurisdictional authority for development, structure fire, and wildland fire are the responsibility of Smoky Lake County.

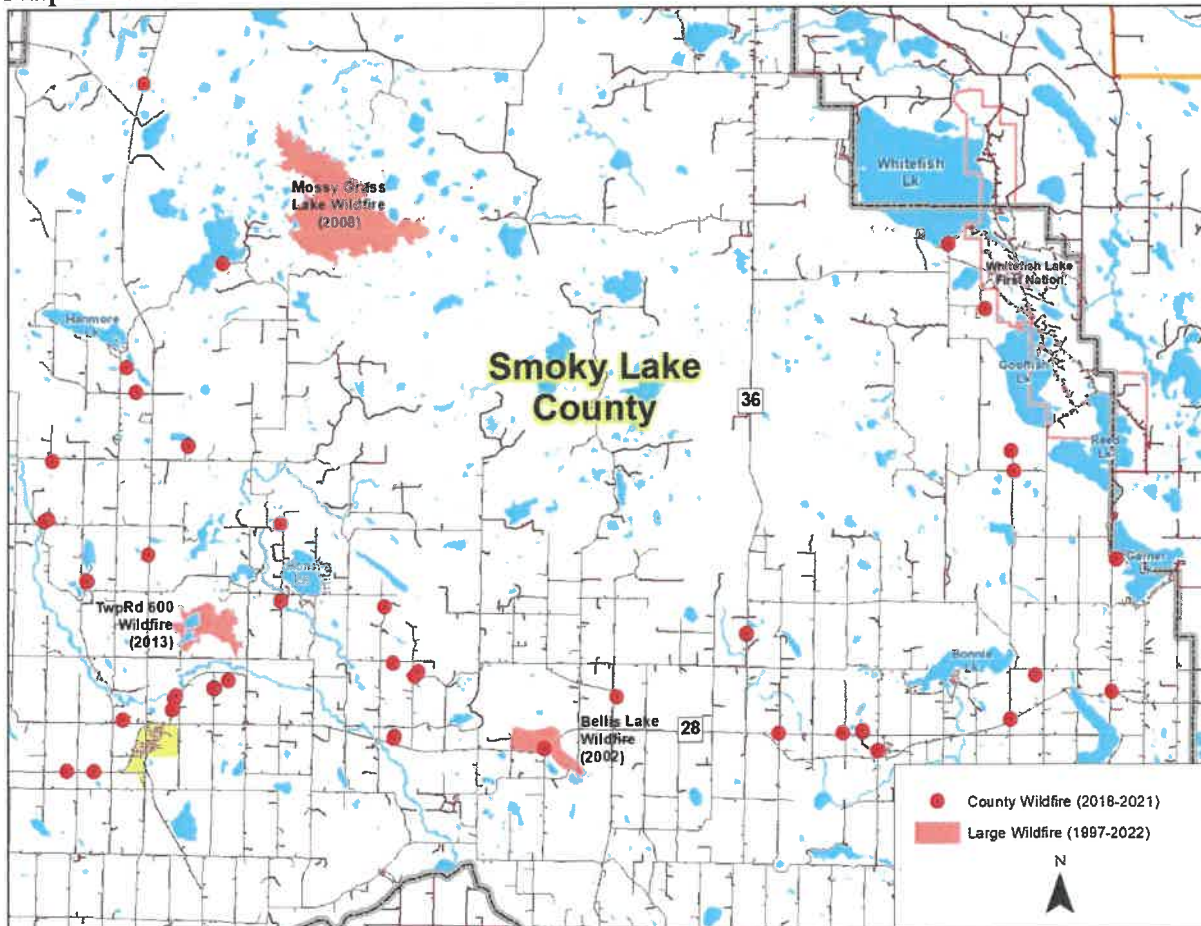
3 Hazard & Risk Assessment

Hazard and risk are assessed using wildfire incidence and wildfire behaviour potential to quantify overall wildfire threat to developments and to determine priorities for FireSmart mitigation actions.

3.1 Wildfire Incidence

Smoky Lake County wildfire data (2018-2021) indicates that the County fire department responded to 63 wildfires. Fire causes included arson, farm equipment, UTV, and powerlines. Provincial large wildfire data (1997-2022) shows a total of three wildfires greater than 200 hectares within the planning area during the spring season (April-June 15) with the 2002 Bellis Lake wildfire resulting in the loss of one dwelling, one cabin, and several outbuildings (Map 2). The majority of wildfires occur during the spring cured-grass season.

Map 2 – Wildfire Incidence



3.2 Wildfire Behaviour Potential

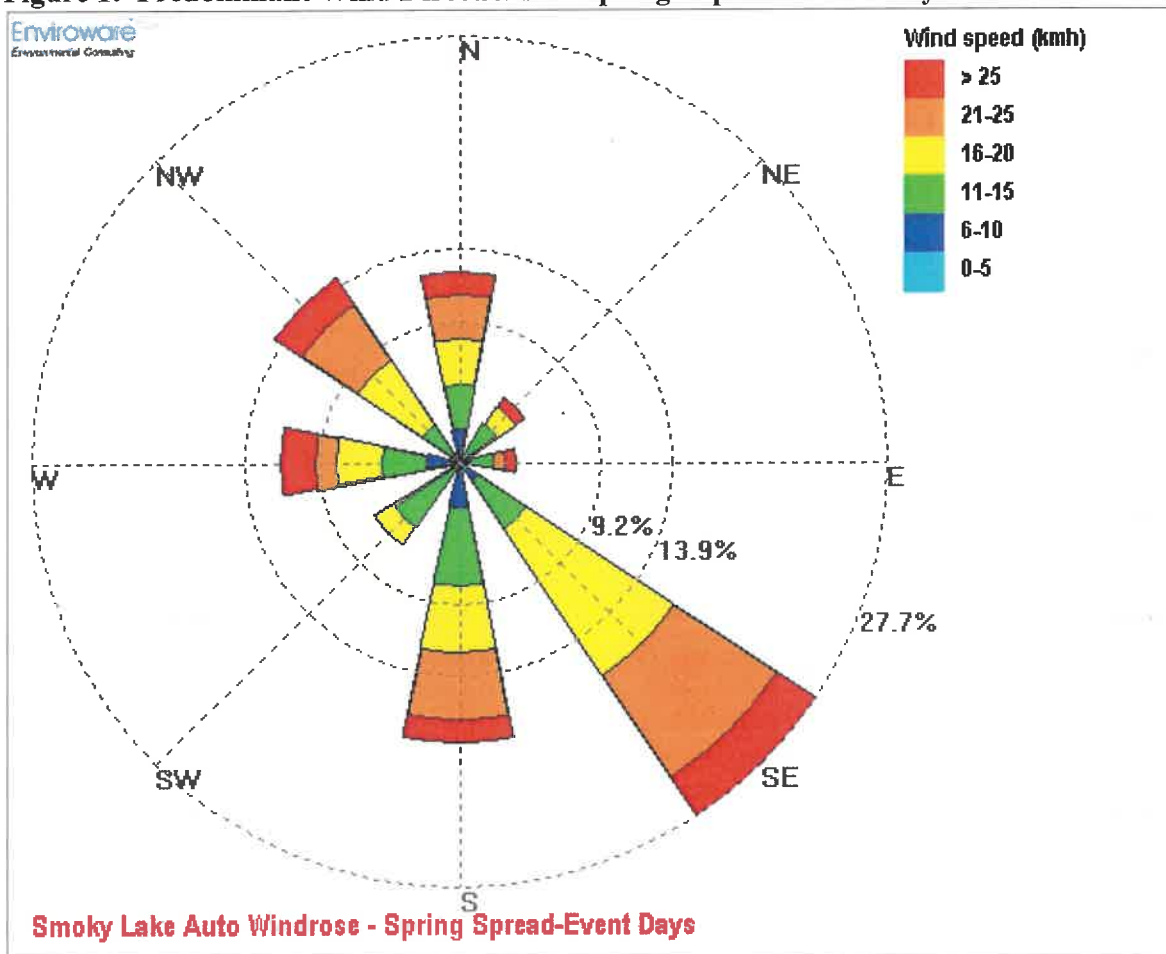
Wildfire behaviour potential is assessed using provincial fire weather indices data and wildland fuel types.

- Fire weather data from 2015 to 2023 from the Smoky Lake Auto (SLA) weather station is used to determine average number of “spread-event days” per year and the predominant wind direction and speed on those days. A “spread-event” day is defined as “a day when the fire actively spreads with high intensity” which corresponds to a Fire Weather Index value of 19 or higher (Podur & Wotton, 2011).
- Wildland fuel types from the provincial Fire Behaviour Prediction (FBP) fuel grid were used and wildfire behaviour potential for each fuel type was applied (Table 1).

3.2.1 Fire Weather

An average of 35 “spread-event days” per year occur with 43% of those days during the spring season (April-June 15). The predominant and strongest winds on those days are from the southeast (Figure 1).

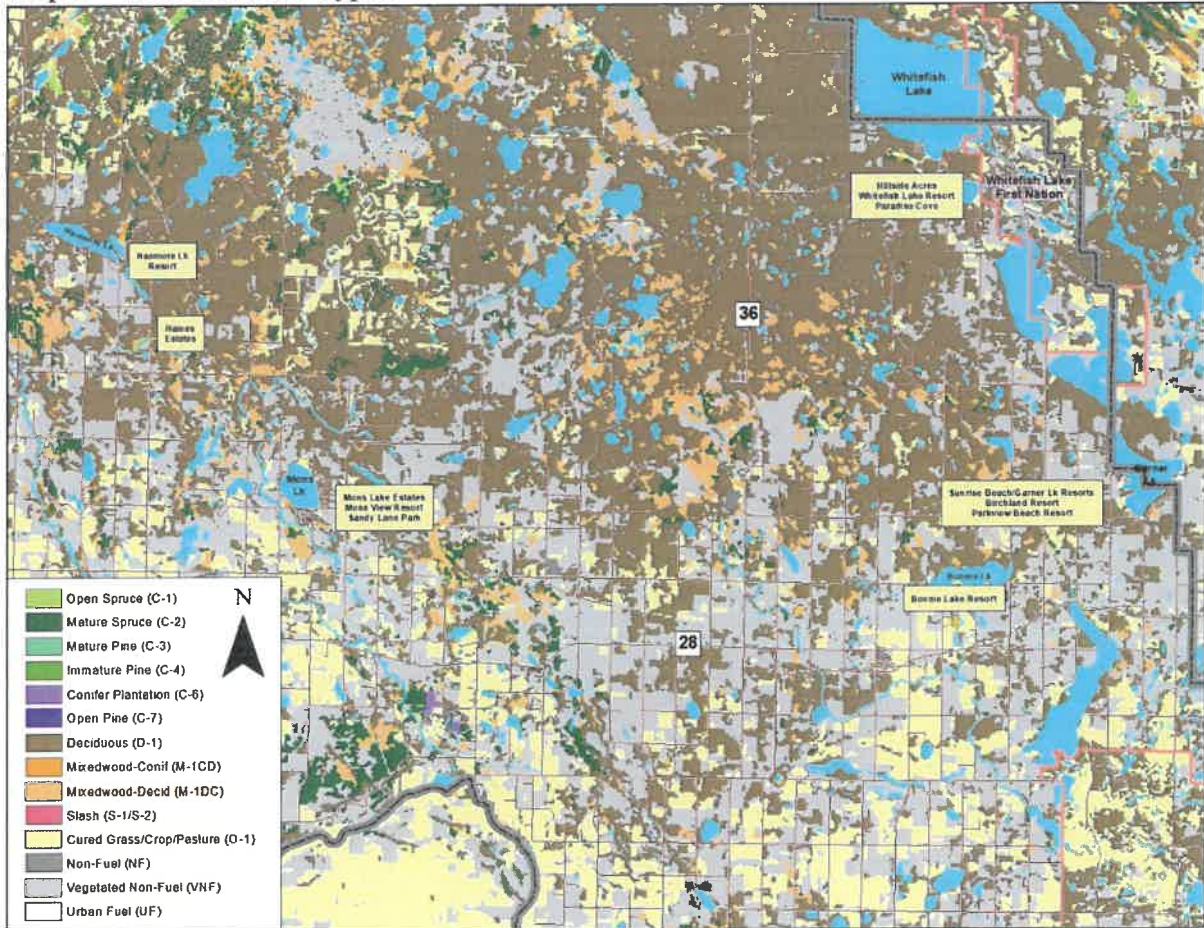
Figure 1: Predominant Wind Directions on Spring “Spread-Event Days”



3.2.2 Wildland Fuel Types

Wildland fuel types (Map 3) north of Highway 28 are primarily deciduous (D-1), deciduous-dominated mixedwood (M-1DC), and cultivated crop/pasture/hay lands (VNF/O-1) with scattered patches of mature spruce (C-2) and jack pine (C-3/C-4).

Map 3 – Wildland Fuel Types



3.2.3 Wildfire Behaviour Potential

Wildland/urban interface structures are often ignited by one or more of the following (Beverly et al., 2010):

- Radiant heat from hazardous wildland fuels less than 30 metres from the structure;
- Short-range ember transport from hazardous wildland fuels less than 100 metres from the structure, and/or;
- Long-range ember transport from hazardous wildland fuels less than 500 metres from the structure.

Wildfire behaviour potential up to 500m from each resort community is evaluated and relative wildfire behaviour potential classes were assigned to each fuel type based on anticipated wildfire behaviour type under spread-event day conditions (Maps 4A-4J):

- Low – surface fire potential only
- Moderate – surface fire with candling/torching and short-range ember transport potential
- High – surface fire with intermittent to continuous crown-fire and long-range ember transport potential

Table 1 – Wildfire Behaviour Potential

Resort Community	Wildfire Behaviour Potential Class
Birchland Resort	High
Sandy Lane Park	High
Sunrise Beach/Garner Lake Resorts	Moderate
Haines Estates	Moderate
Whitefish Lake Resort	Moderate
Bonnie Lake Resort	Moderate
Hanmore Lake Resort	Low
Mons Lake Estates/Mons View Resort	Low
Parkview Beach Resort	Low
Hillside Acres	Low
Paradise Cove Resort	Low

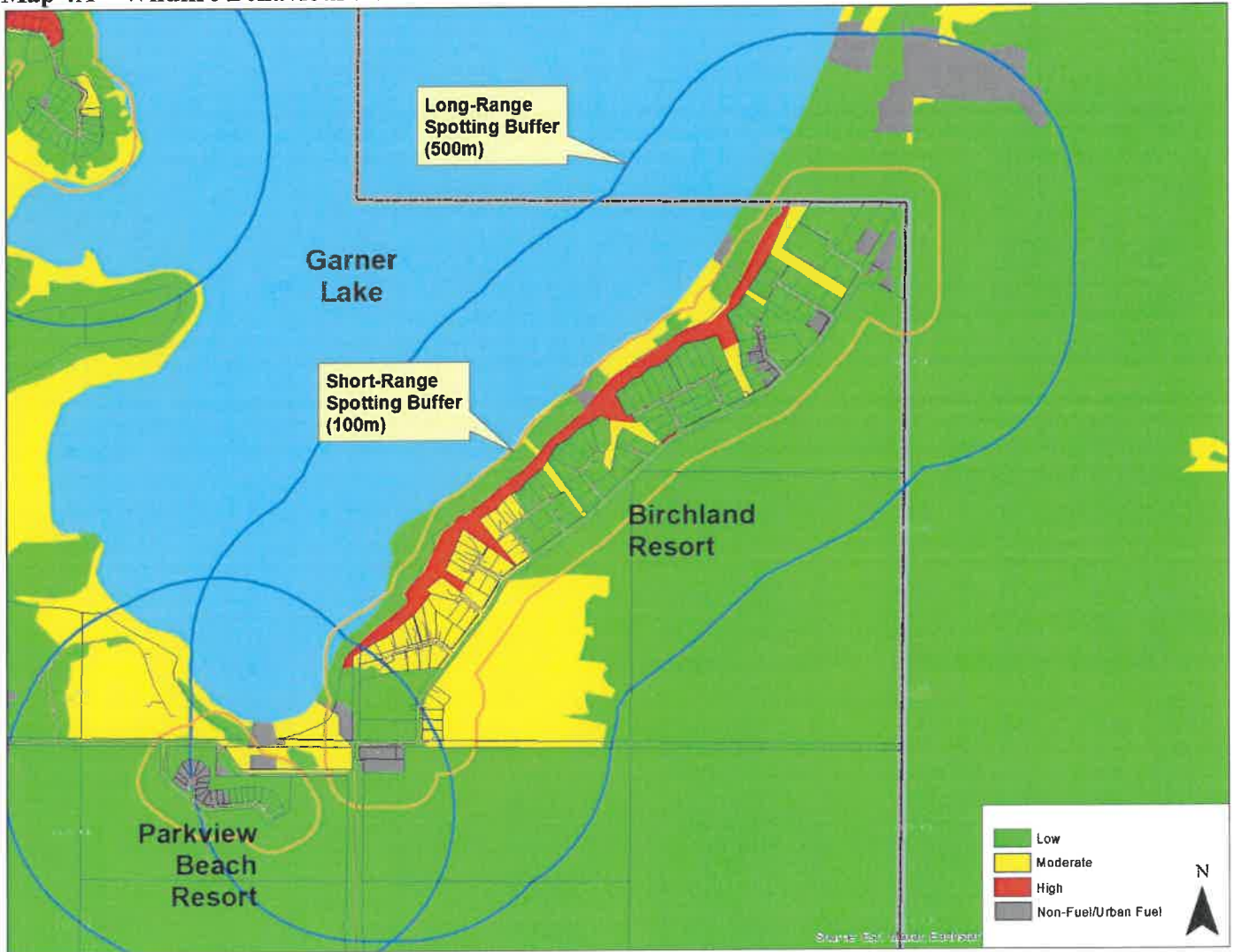
Wildfire threat classes (Table 1) may be used to assist with setting priorities for mitigative actions.

Birchland Resort

Wildfire Behaviour Potential – HIGH

- Main wildfire threat is from surface and crown fire in boreal spruce (C-2) and mixedwood (M-1) fuels with heavy dead/down and dead standing deciduous
- Fuels to the north, south, and east are primarily deciduous (D-1) and cultivated crop/hay fields (O-1)

Map 4A – Wildfire Behaviour Potential

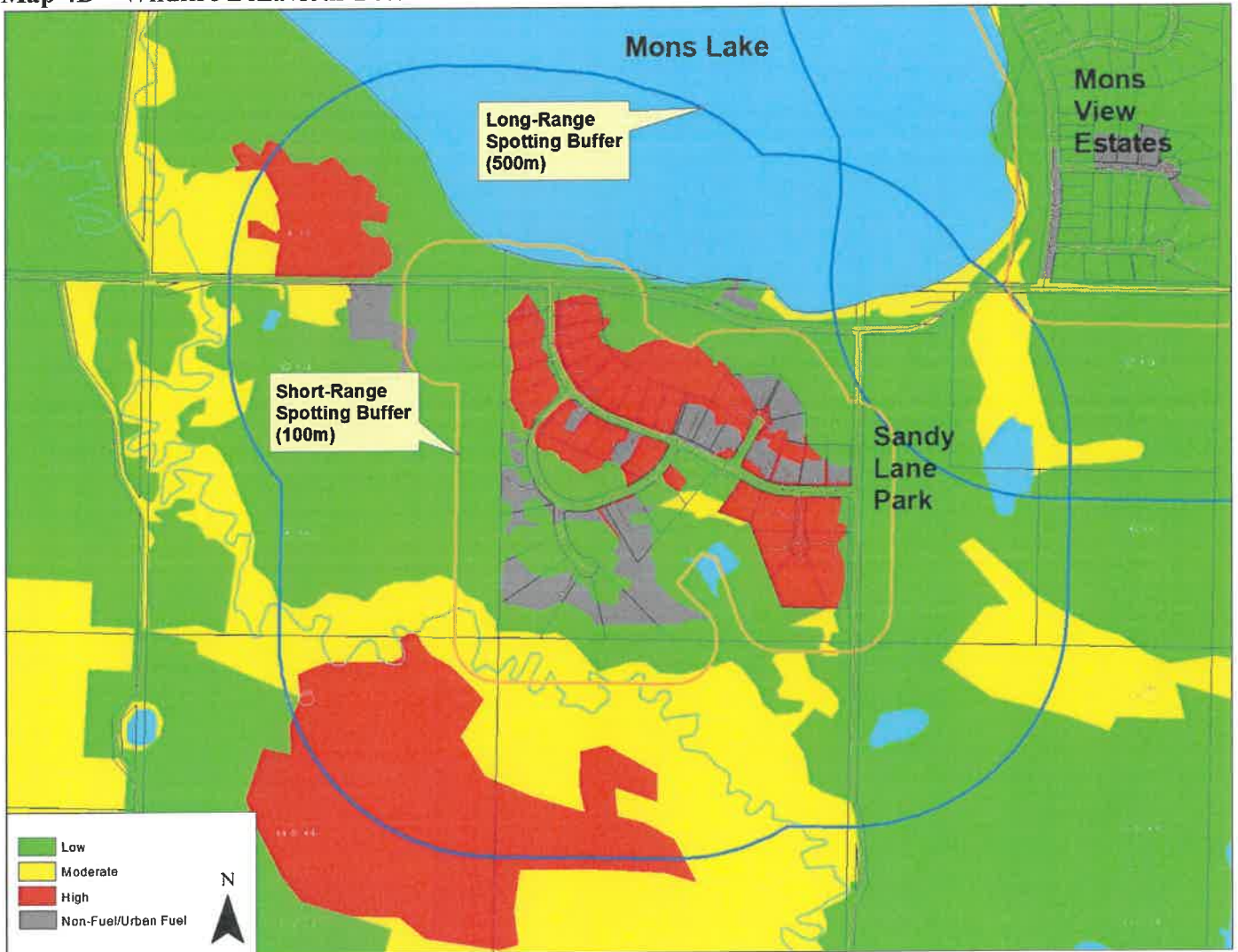


Sandy Lane Park

Wildfire Behaviour Potential – HIGH

- Highest wildfire threat is from dense Jack pine (C-3) with continuous ladder fuels within the community
- Boreal spruce (C-2) and mixedwood (M-1CD) on south-side of Edwand Creek presents long-range spotting potential into the community

Map 4B – Wildfire Behaviour Potential

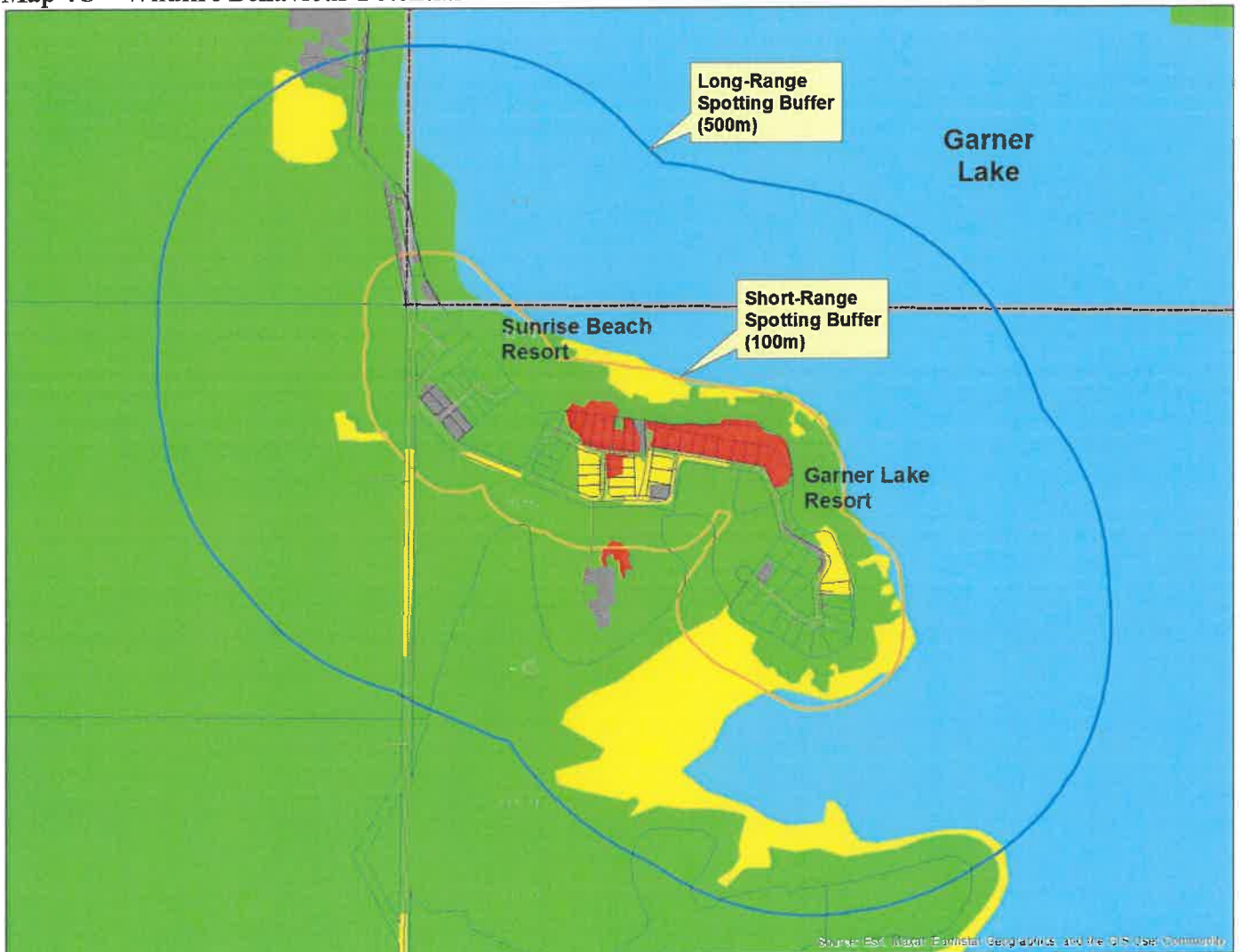


Sunrise Beach/Garner Lake Resorts

Wildfire Behaviour Potential – MODERATE

- Main wildfire threat from mixedwood (M-1CD and M-1DC) fuels within Garner Lake and Sunrise Beach Resorts
- Threat of short and long-range spotting into the community is Low due to primarily deciduous (D-1) and agricultural (VNF)/cured-grass (O-1) fuel types surrounding

Map 4C – Wildfire Behaviour Potential

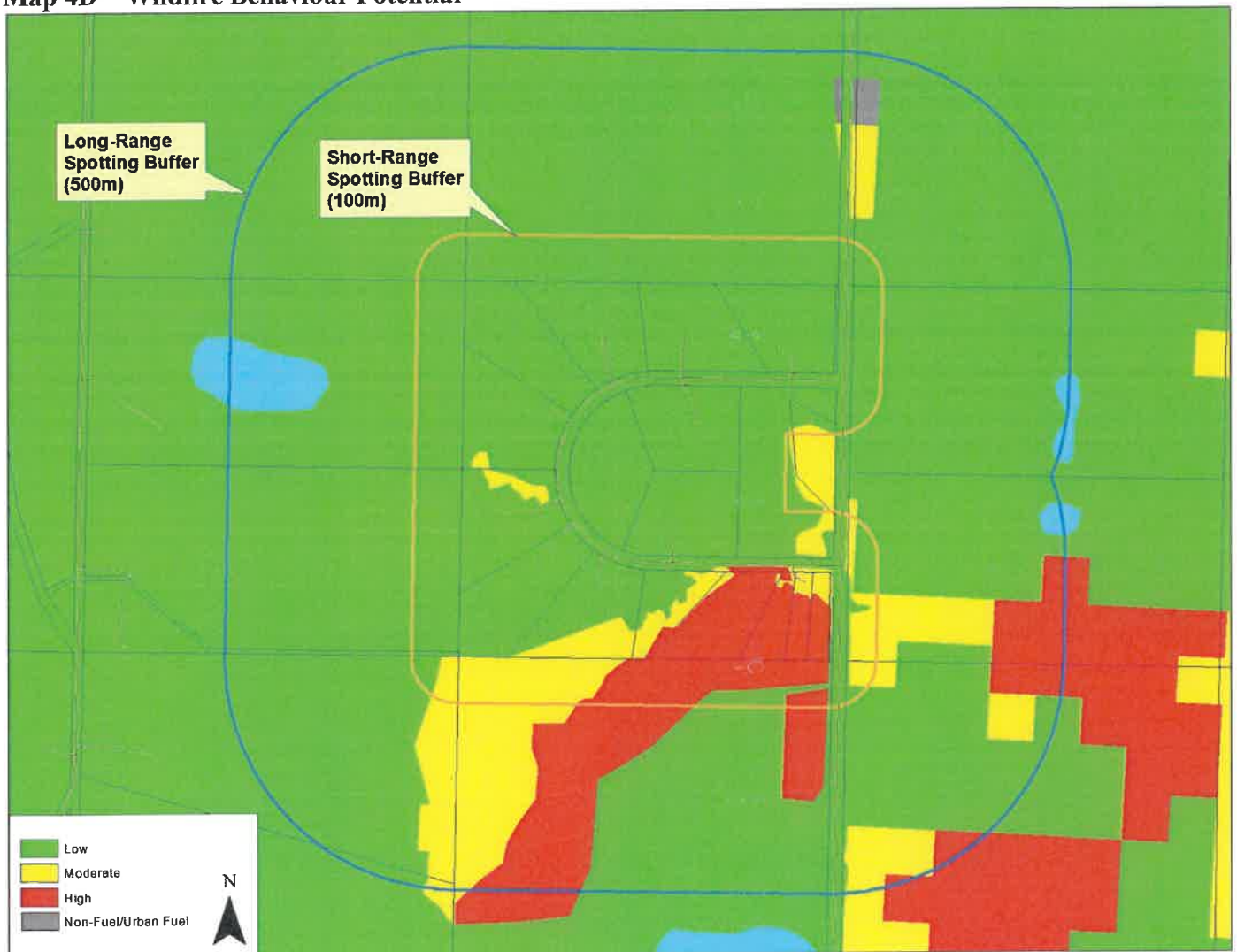


Haines Estates

Wildfire Behaviour Potential – MODERATE

- Main wildfire threat is from radiant heat, short-range and long-range spotting from Jack pine fuels and mixedwood (M-1DC) fuels with heavy dead/down along south perimeter of development
- Landscape-level fuels primarily deciduous (D-1) and cultivated crop/hay fields (VNF) with Jack pine (C-3) fuels on south boundary

Map 4D – Wildfire Behaviour Potential

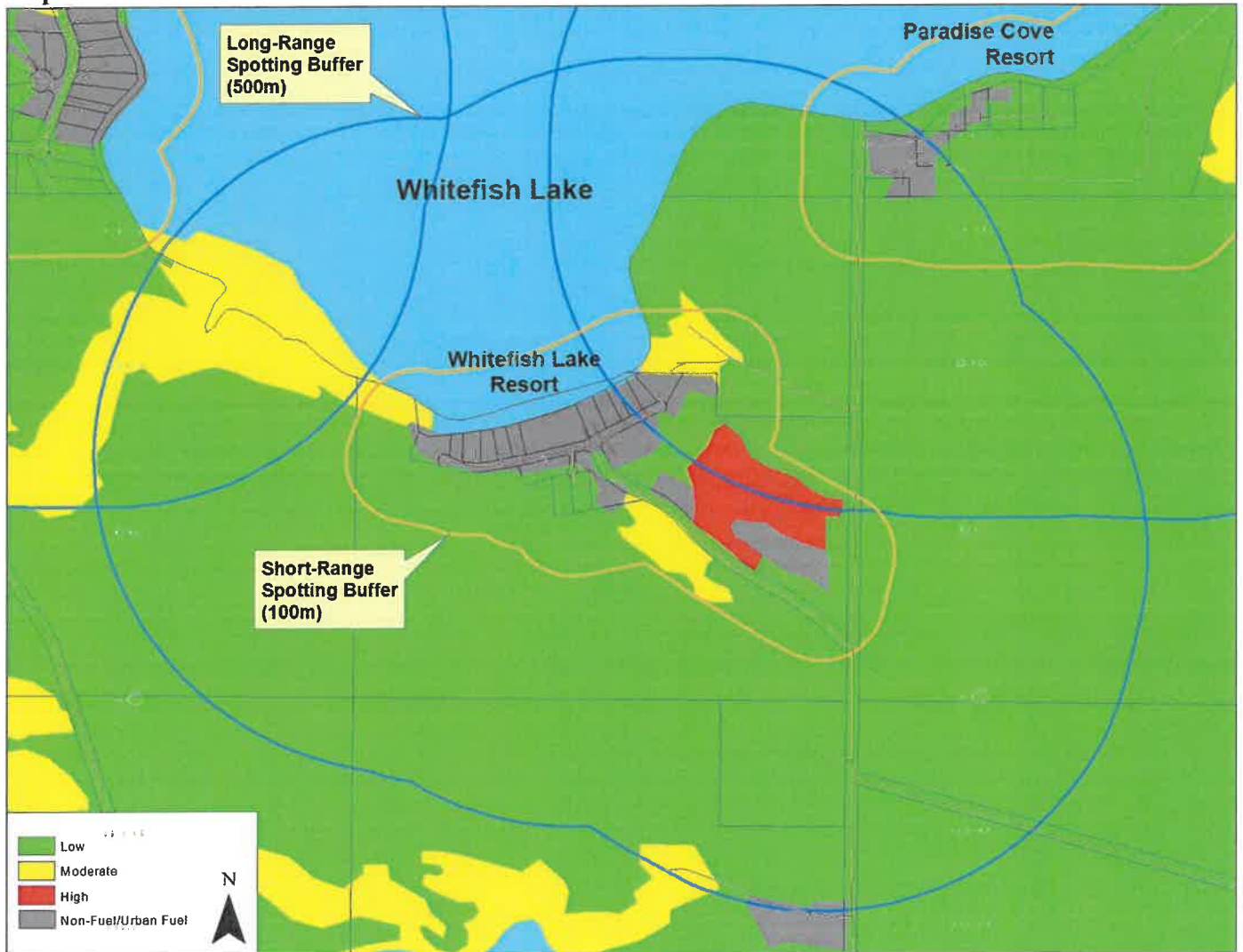


Whitefish Lake Resort

Wildfire Behaviour Potential – MODERATE

- Main wildfire threat from mixedwood (M-1CD/M-1DC) fuel types within the Resort
- Primarily urban-fuel within the Resort and deciduous (D-1) and cultivated crop/hay fields (VNF) fuel types surrounding

Map 4E – Wildfire Behaviour Potential

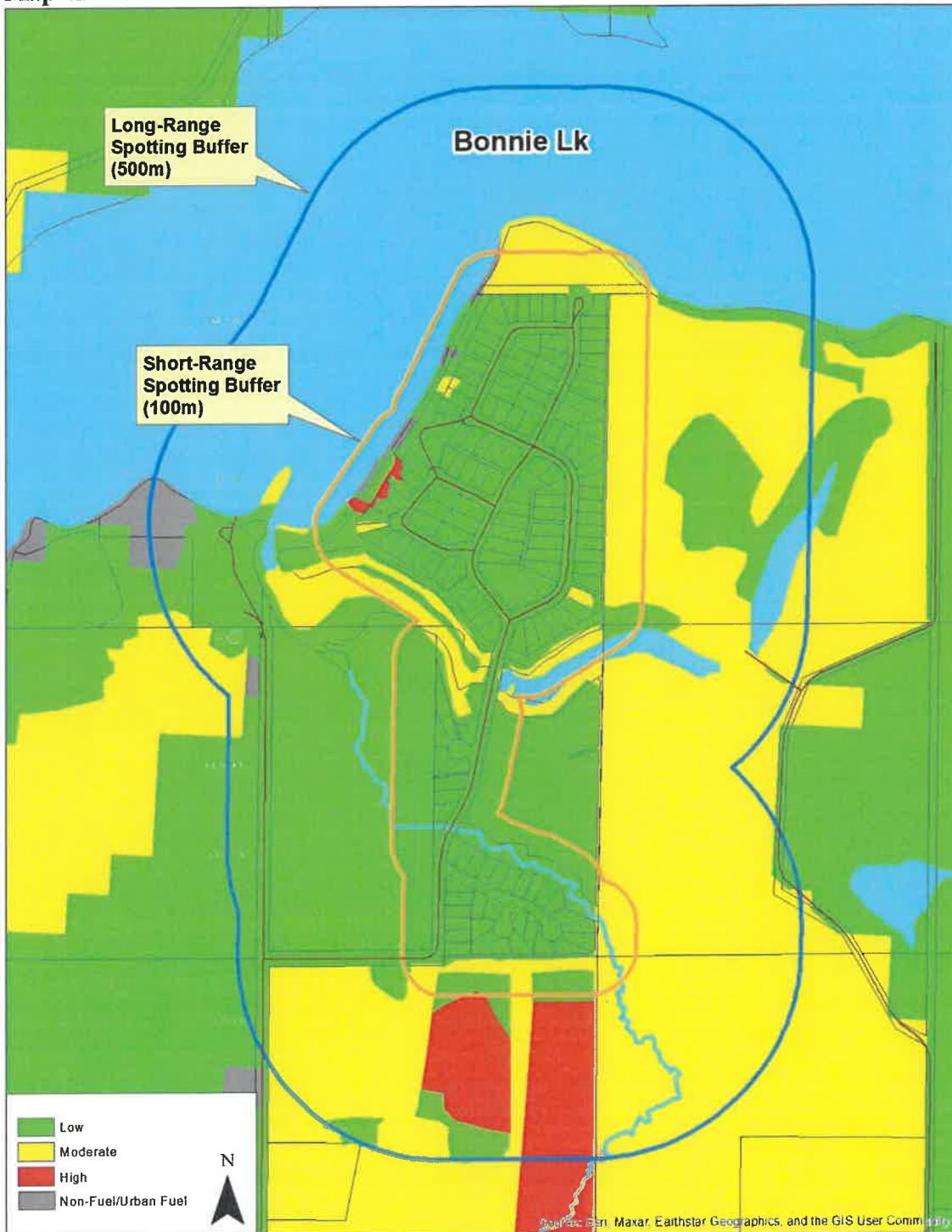


Bonnie Lake Resort

Wildfire Behaviour Potential – MODERATE

- Main wildfire threat from mixedwood (M-1CD/M-1DC) fuel types within the Resort
- Primarily deciduous fuels within the Resort and deciduous (D-1), cultivated crop/hay fields (VNF), and cured grass/stubble (O-1) fuel types surrounding
- Some private fuels reduction has been completed on the west-side of the community

Map 4F – Wildfire Behaviour Potential

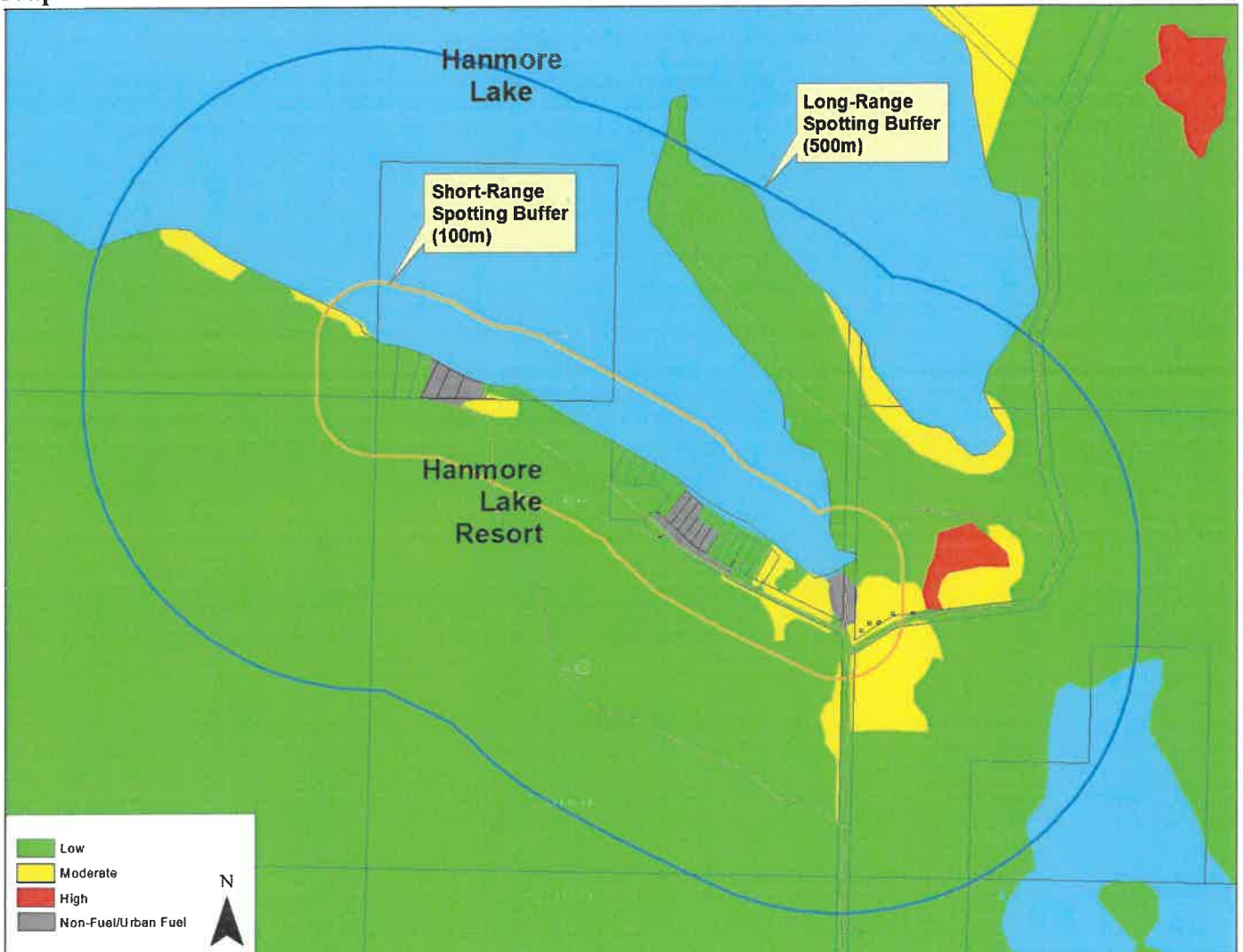


Hanmore Lake Resort

Wildfire Behaviour Potential – LOW

- Main wildfire threat from mixedwood (M-1DC) and blowdown slash (S-2) fuel types within the Resort
- Primarily deciduous (D-1) with scattered natural and planted spruce within the Resort and deciduous (D-1) and cultivated crop/hay fields (VNF) fuel types surrounding with minimal short and long-range spotting potential

Map 4G – Wildfire Behaviour Potential

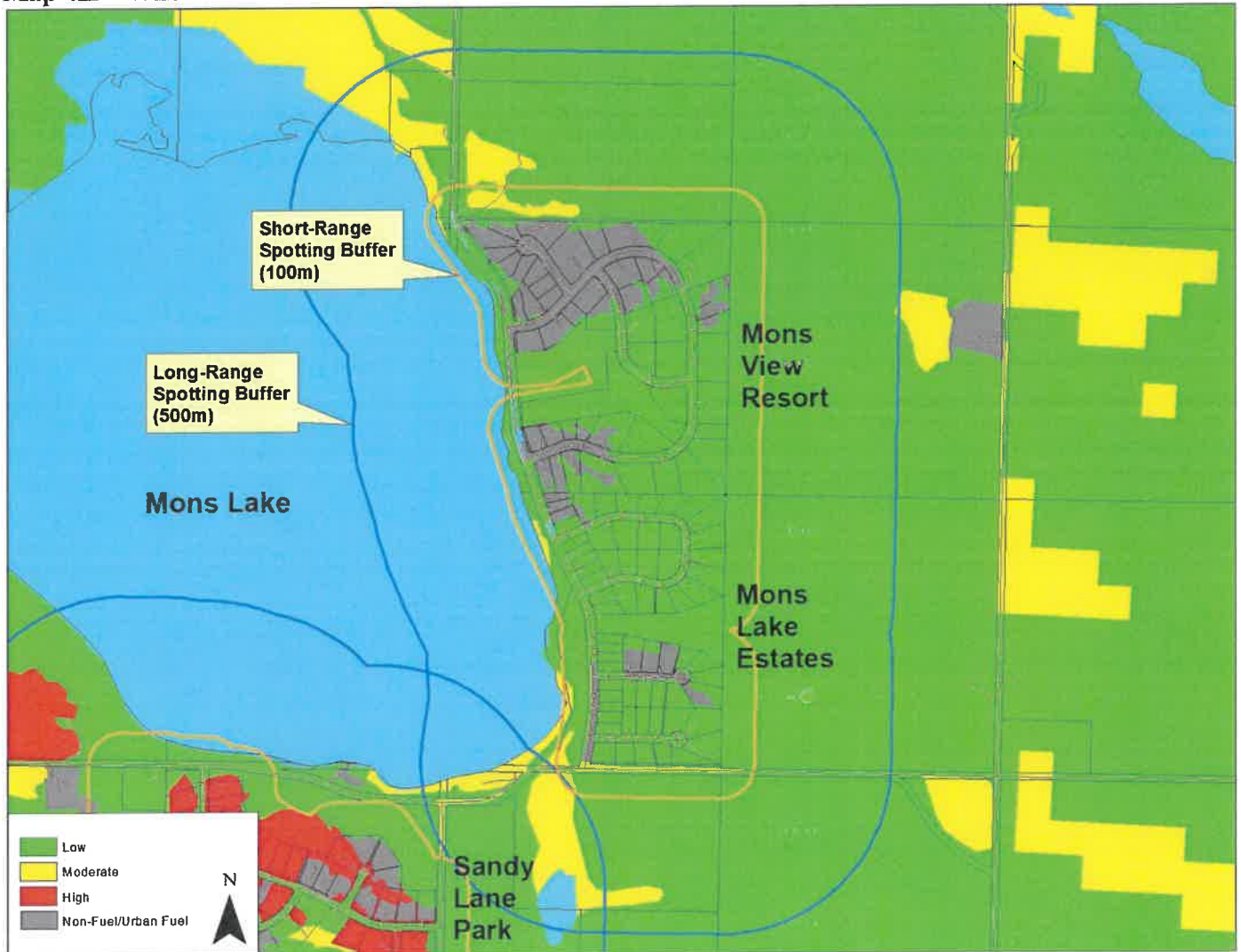


Mons Lake Estates/Mons View Resort

Wildfire Behaviour Potential – LOW

- Highest wildfire threat is from spring/fall surface fire with candling in spruce within private lots
- Primarily deciduous (D-1) and urban (UF) fuels within development and deciduous (D-1) and cultivated crop/hay (O-1) fuels surrounding

Map 4H – Wildfire Behaviour Potential

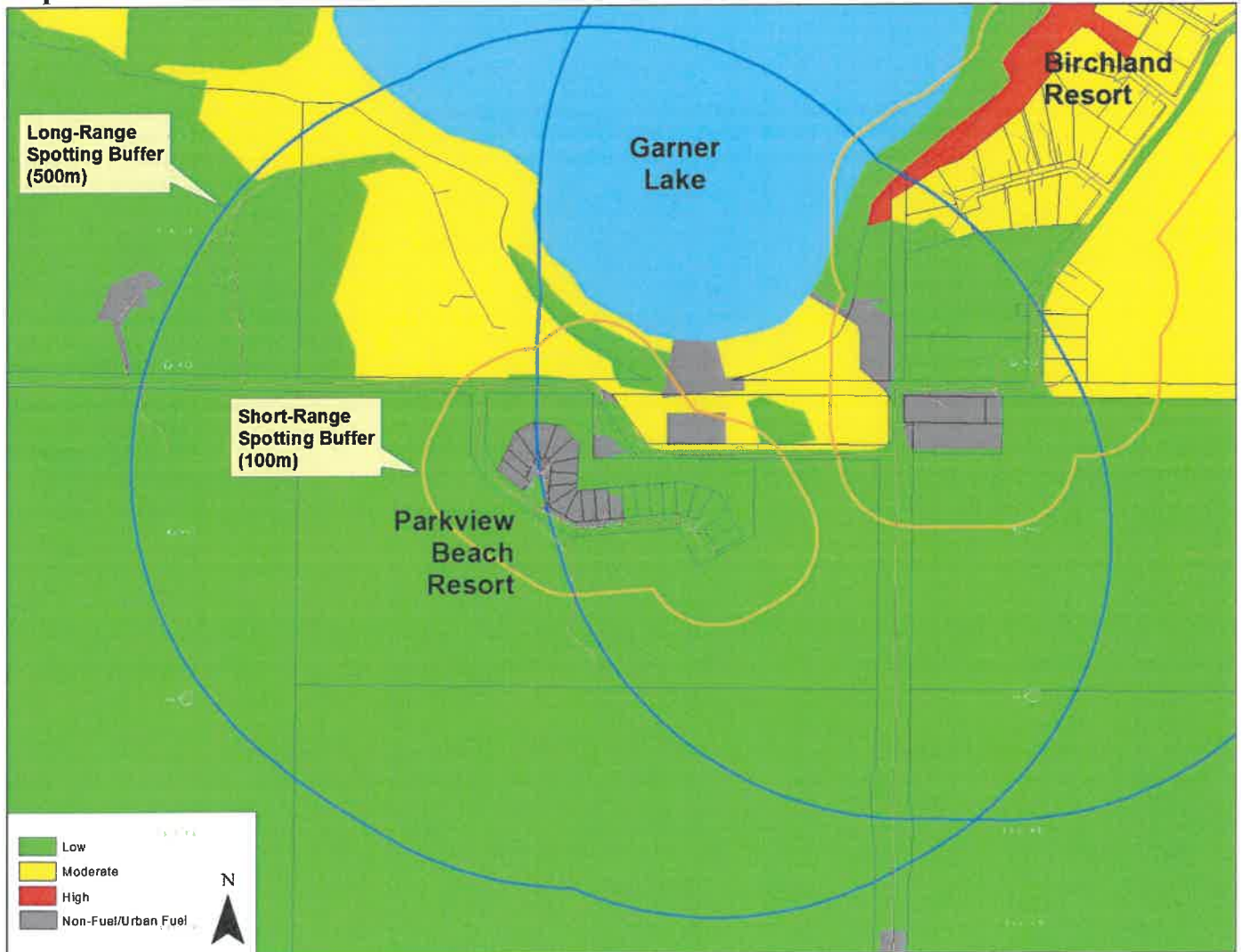


Parkview Beach Resort

Wildfire Behaviour Potential – LOW

- Main wildfire threat from spring/fall surface & candling fire in mixedwood (M-1DC) fuels north of development on Provincial Park lands
- Wildfire threat within Parkview Beach Resort and to the south, east, and west is Low

Map 4I – Wildfire Behaviour Potential

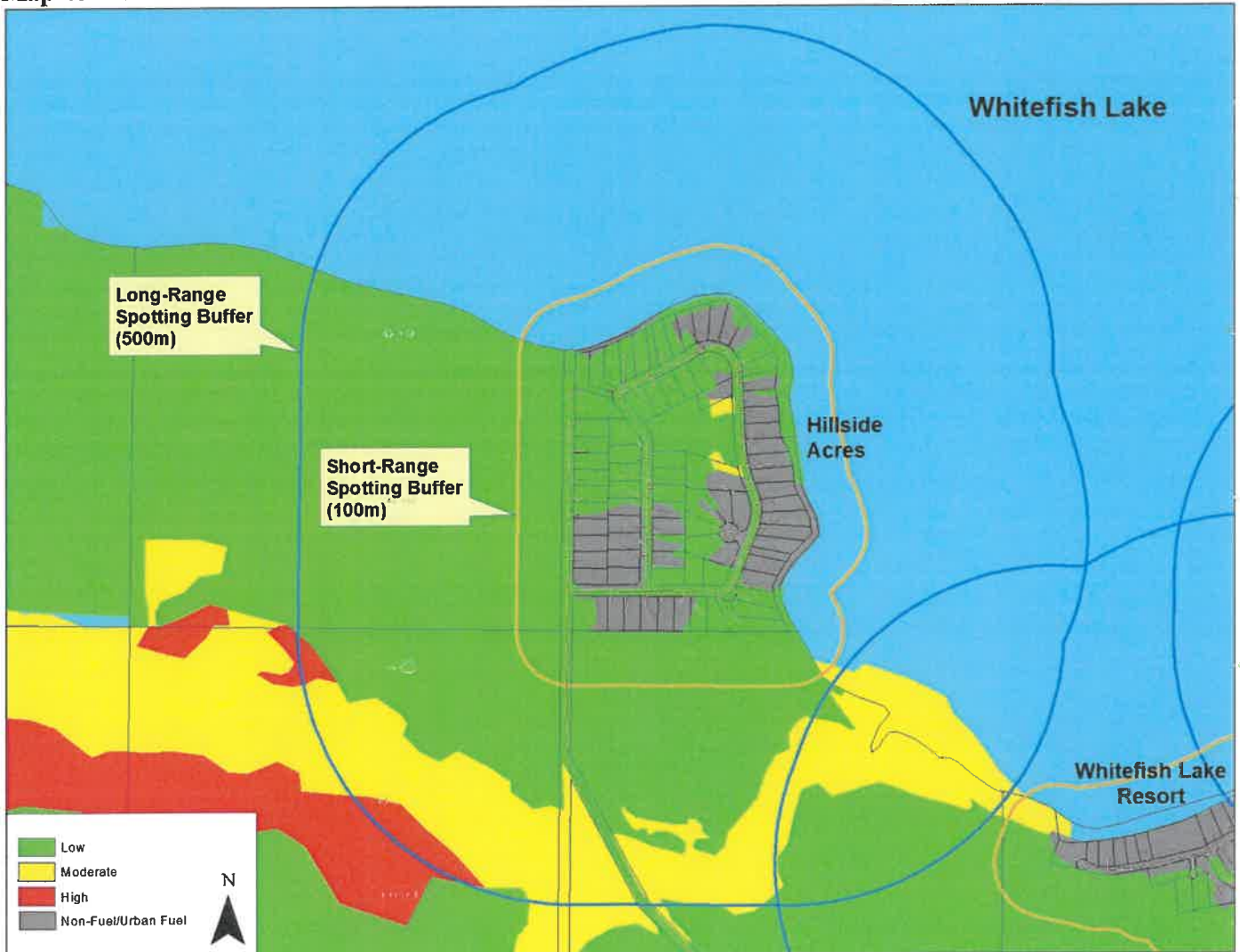


Hillside Acres

Wildfire Behaviour Potential – LOW

- Main wildfire threat from spring/fall surface fire in cured grass/deciduous fuels types with minimal short and long-range spotting potential
- Primarily deciduous (D-1) and cured-grass (O-1) fuel types with minimal short and long-range spotting potential

Map 4J – Wildfire Behaviour Potential

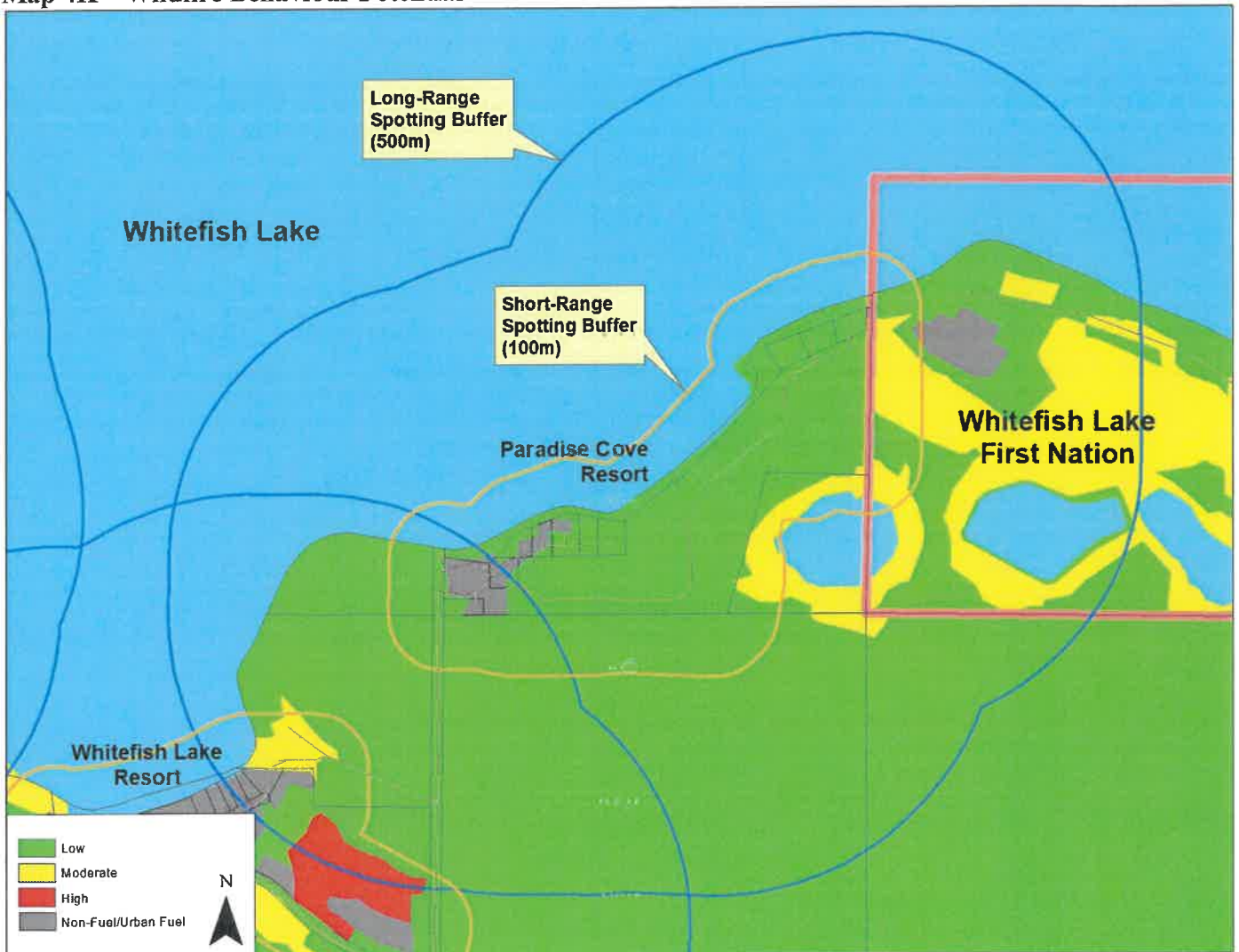


Paradise Cove Resort

Wildfire Behaviour Potential – LOW

- Main wildfire threat from spring/fall surface fire in cured grass/deciduous fuels types with minimal short and long-range spotting potential
- Primarily maintained lawn (VNF) and deciduous (D-1) fuel types within Paradise Cove Resort and deciduous (D-1) and curred-grass (O-1) fuel types surrounding

Map 4K – Wildfire Behaviour Potential



4 Vegetation Management Options

FireSmart guidelines recommend vegetation management within the Home Ignition Zone to reduce the threat of wildfire to the structure and/or structure fire to the wildland. The Home Ignition Zone consists of the Immediate Zone (Structure and 0-1.5m from structure), Intermediate Zone (1.5-10m from structure), and Extended Zone (10-30m+ from structure).



Vegetation management options are proposed to reduce the threat of wildfire to developed areas however **they do not ensure structure survival under all hazard conditions.**

4.1 Proposed Vegetation Management.

FireSmart vegetation management is proposed at two-levels:

- **Private-Lot** – Privately-owned lands within 30 metres of structures (Immediate, Intermediate, and Extended Zones)
- **Neighbourhood** – Municipal and Provincial-owned lands within 100 metres of developed areas (Extended Zone)

4.1.1 Private-Lot Fuelbreak Standards

Adequate clearance from wildland and/or ornamental landscaping fuels on private lands within 10 metres of the structure is lacking for many of the structures in all of the resort communities..

Items in the privately-owned Immediate, Intermediate, and Extended Zones (0-30m+) not meeting FireSmart standards include:

- Combustible surface cover including unmaintained native grass, needles, and/or leaves
- Combustible materials and landscaping including outbuildings, firewood piles, coniferous shrubs, and bark mulch
- Combustible natural and planted conifer trees (spruce, pine, fir)



FireSmart vegetation management guidelines for the Immediate and Intermediate Zones recommend:

- **Establishment** of a 1.5 metre non-combustible buffer around the outer footprint of the structure
- **Removal** of flammable forest vegetation within 10 metres and **reduction** of flammable forest vegetation from 10-30+ metres from the structure
- **Removal** of all coniferous ladder fuels (limbs) to a minimum height of 2 metres from ground level on residual coniferous trees
- **Removal** of all combustible material piles (firewood, lumber, etc.) within 10 metres
- Regular **maintenance** to ensure that grass is irrigated and mowed to less than 4cm height and all combustible needles, leaves, and native grass are removed from on and within 10 metres around structures

Recommendation 1: Educate and encourage residents in all of the resort communities to establish adequate FireSmart Immediate and Intermediate Zone vegetation management standards on their private-lands.

4.1.2 Neighbourhood Fuelbreak Standards

Municipal and Provincial-owned lands within 100m of the resort communities that are rated with Moderate to High wildfire behaviour potential have been proposed for FireSmart vegetation management (Table 2 & Maps 5A-5F). FireSmart guidelines recommend:

- **Reduction and/or removal** of flammable forest vegetation
- **Pruning** of all limbs on residual evergreen trees to a minimum height of 2 metres at lowest point from ground level
- **Removal** of all dead standing and dead and down forest vegetation from the forest floor
- Regular **maintenance** to ensure that all flammable regrowth, dead and down and dead standing are removed

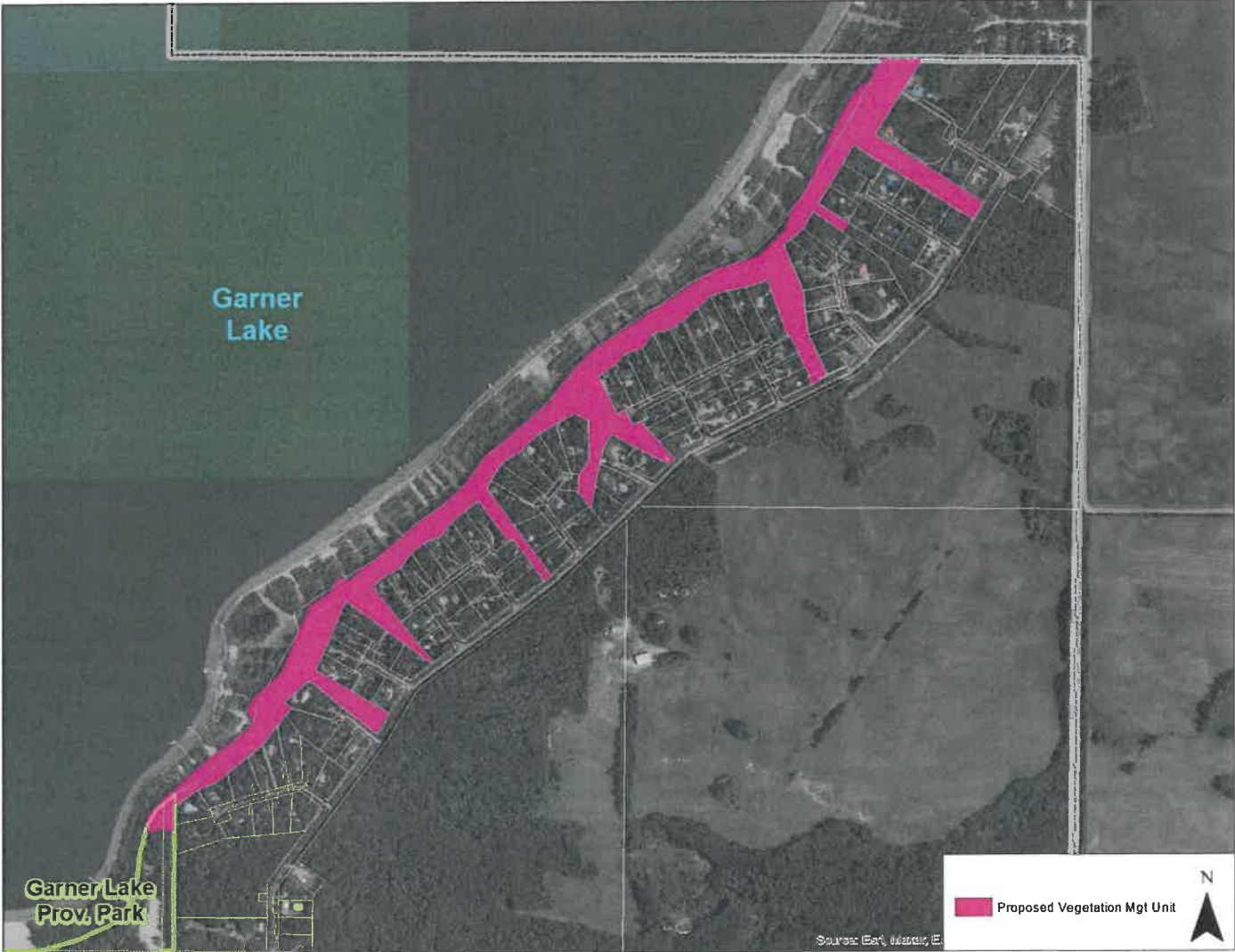
Prior to implementation, **detailed FireSmart vegetation management prescriptions** must be developed for each area to determine treatment types and methods, unit boundaries, and sensitive areas.

Table 2: Proposed Neighbourhood FireSmart Vegetation Management Units

Priority	Name	Area (Ha)
A1	Birchland Resort	12.7
A2	Sandy Lane Park	6.7
A3	Haines Estates	7.8
B1	Sunrise Beach/Garner Lake Resorts	2.2
B2	Hanmore Lake Resort	0.9
B3	Parkview Beach Resort	2.3
B4	Bonnie Lake Resort	2.4

Recommendation 2: Plan and implement neighbourhood-level fuelbreaks on Municipal and Provincial lands.

A1 - Birchland Resort

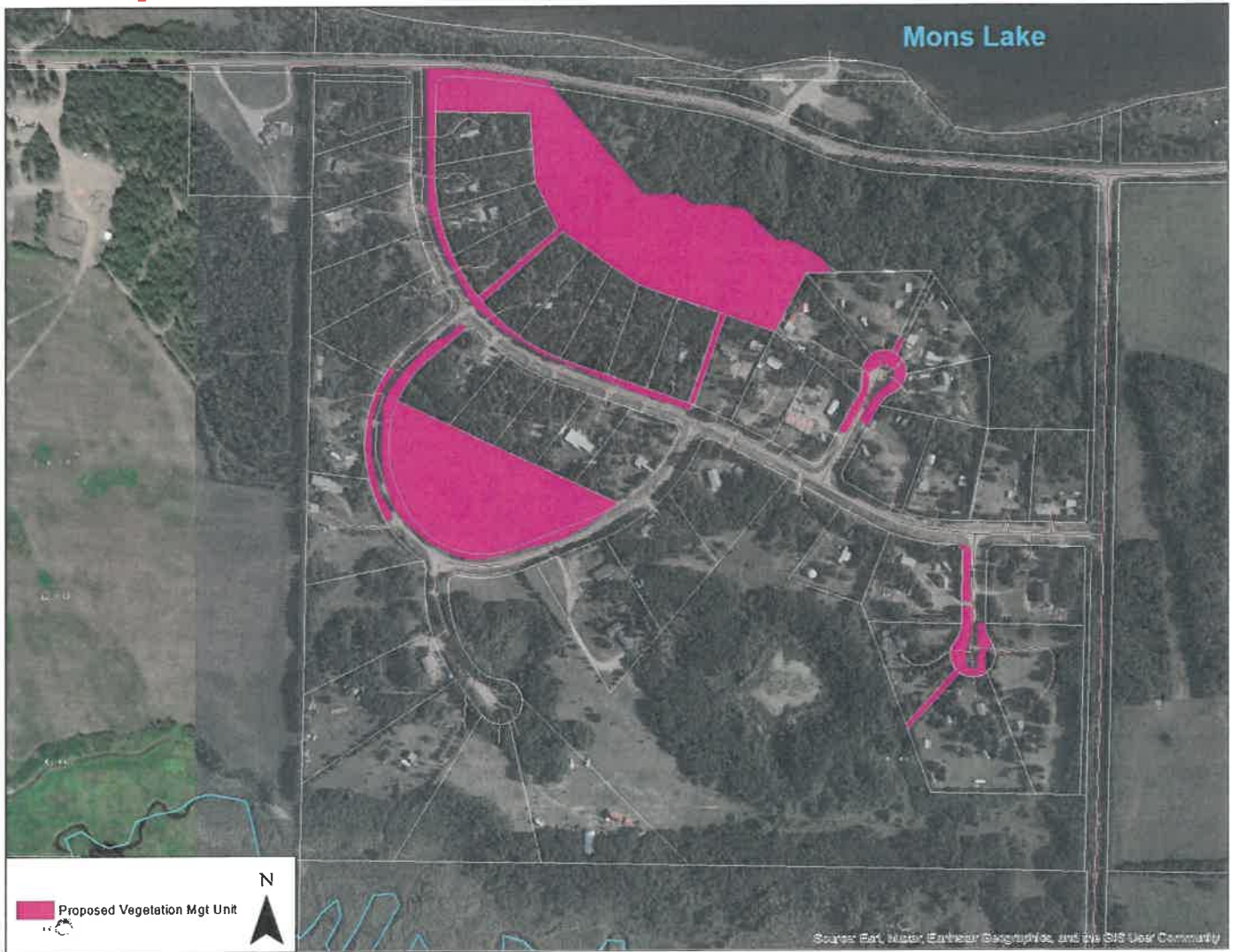


Boreal Spruce (C-2) Strip between Lake and Structures



Heavy Deciduous Dead/Down & Dead Standing

A2 –Sandy Lane Park



Jack Pine (C-3) Strip behind Structures



Jack Pine (C-3) Strip Behind Structures

A3 - Haines Estates



Jack Pine (C-3) Strip on South Perimeter



Jack Pine (C-3) Strip on South Perimeter

B1 – Sunrise Beach/Garner Lake Resorts



Mixedwood (M-1CD) Strip Between Lake and Structures

B2 – Hanmore Lake Resort



Mixedwood (M-1DC) Surrounding Playground



Deciduous Dead/Down & Dead Standing in Hanmore 6

B3 – Parkview Beach Resort

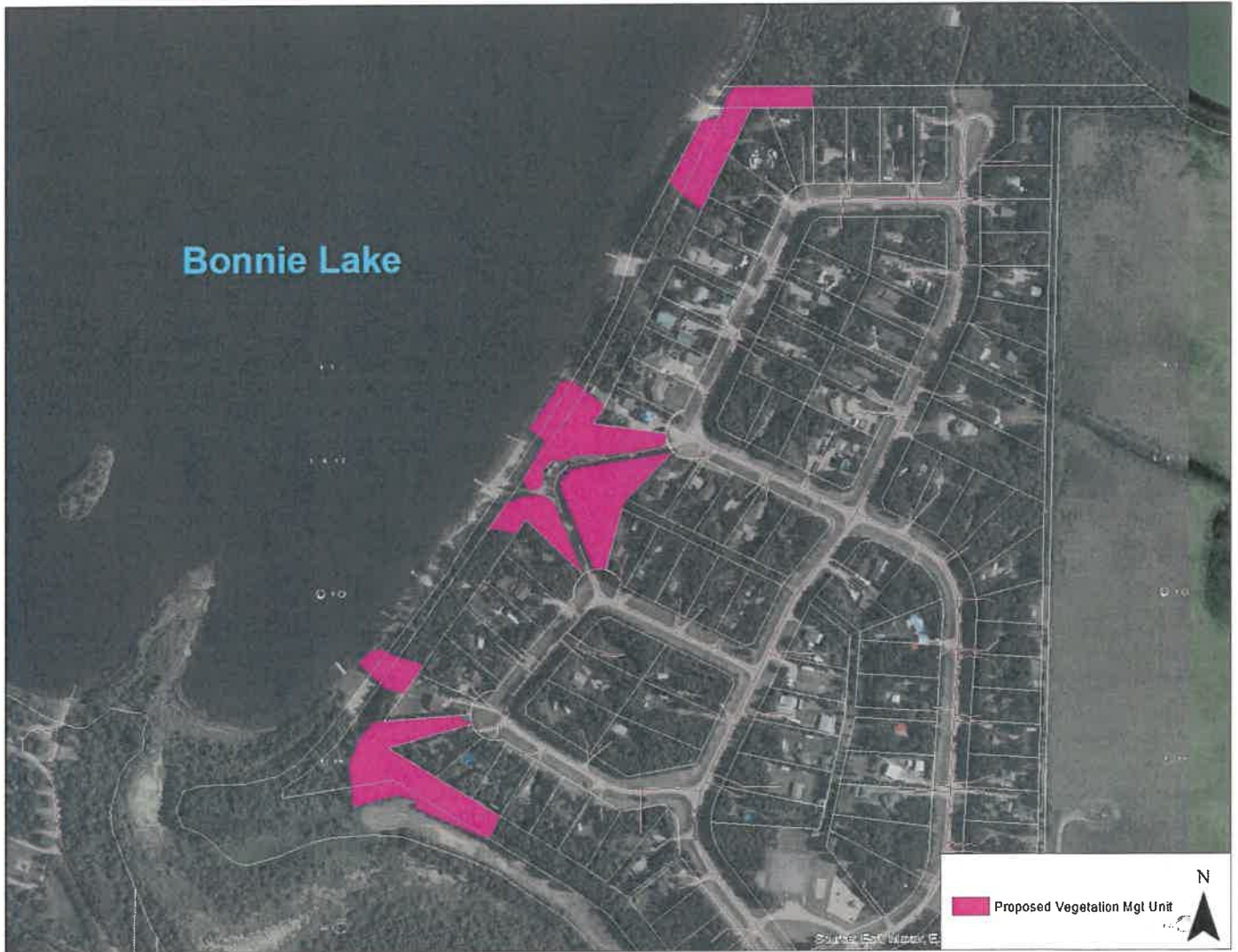


Mixedwood (M-1DC) in Garner Lake Prov. Park



Mixedwood (M-1DC) in Garner Lake Prov. Park

B4 – Bonnie Lake Resort



Mixedwood (M-1DC) at North-end



Deciduous (D-1) with Heavy Dead/Down – Boat Launch & South

4.2 Vegetation Management Maintenance

Landowners and land managers must provide periodic inspections of fuel modification areas and complete maintenance as required. Fuel modification maintenance is required at different timelines depending on many factors.

Immediate and Intermediate Zones (0-10 metres from structure) – must be maintained regularly throughout the year including:

- Irrigating and mowing grass
- Removal of dead needles/leaves and combustible debris piles on and around structures

Extended Zone (10-30+ metres from structure) – should be maintained when required including:

- Removal of dead and down and dead standing trees
- Thinning/removal of re-growth after original fuel reduction

Recommendation 3: Ensure that residents are educated and engaged on Immediate and Intermediate Zone FireSmart vegetation management maintenance and that Extended Zone FireSmart vegetation management area maintenance is planned, budgets are allocated, and projects are implemented.

5 Development and Legislation Options

Consideration of wildfire at the development planning stage is encouraged to ensure that wildfire hazard is identified and the appropriate mitigation measures are developed and implemented prior to construction.

5.1 Structural Options

Structural characteristics that contribute to a structure’s ability to withstand wildfire ignition include exterior roofing, siding, and decking materials and proper construction and maintenance of eaves, vents, and openings to reduce the threat of airborne ember ignition of the structure.

Roofing materials primarily consist of ignition-resistant asphalt-shingle or metal with scattered dwellings having combustible old, curled asphalt-shingle roofing materials.

Siding materials consist primarily of combustible wood or vinyl or ignition-resistant stucco, metal, or fibre-cement.

Combustible wooden decks and porches with open undersides are common.



Combustible Old-Curled Asphalt-Shingle Roof



Combustible Siding and Deck Construction

FireSmart recommended guidelines for structural options include (Table 3):

Table 3: FireSmart Recommended Guidelines for Structural Options

Feature	FireSmart Recommended Guidelines
Roofing	<ul style="list-style-type: none"> Use only ULC-rated Class A roofing materials
Siding	<ul style="list-style-type: none"> Use only ignition-resistant materials extending from ground-level to the roofline
Decks/Porches	<ul style="list-style-type: none"> Use non-combustible or ignition-resistant materials Enclose undersides with fire-resistant sheathing Provide access to slotted-deck surface undersides to allow for regular debris removal

5.2 Infrastructure Options

Infrastructure options include provision of adequate access standards, adequate and accessible fire suppression water supply, utility installation standards, and adequate road and address signage.

5.2.1 Access

County main access road standards are generally adequate consisting of all-weather paved or gravel loop and dead-end designs with adequate traveled surface width and turn-around dimensions for fire apparatus. The following items not meeting FireSmart standards were observed:

- Mons View Resort, Birchland Resort, Hillside Acres, Whitefish Lake Resort, Paradise Cove Resort, and Bonnie Lake Resort are at the end of dead-end main access roads
- Turn-around dimensions for Birchland Resort spur roads are marginal for fire apparatus

Driveway access standards to some structures do not meet FireSmart standards for fire service apparatus with locked gates at the entrance, narrow/steep grades, and inadequate turn-around standards for fire-service apparatus.



Main Access Road Meeting Standards



Driveway Access Not Meeting Standards

5.2.2 Water Supply

None of the resort communities have pressurized hydrant fire-service water supply. Static natural water sources are readily available for most of the communities from local boat launches and Paradise Cove Resort has a non-potable water pumphouse from the lake to the site.

5.2.3 Franchised Utilities

Power is provided with above-ground distribution lines – most are within than one tree length of the forest cover. Smoky Lake County Fire Department reports that the power providers have strong maintenance programs and powerline fires are not common.

Gas distribution is provided by underground natural gas.



5.2.4 Road and Address Signage

Road and address signage meeting FireSmart recommended guidelines provides emergency responders with quicker response to values at risk during a wildfire. FireSmart recommended guidelines for road and address signage include:

- Signs should be clearly visible and legible from the road and use a consistent system of sequenced numbering
- Signs and posts should be built of non-combustible materials and mounted 2 metres above the surface of the road
- Letters, numbers, and symbols should be a minimum of 10 centimetres high, reflective, and contrast with the background color of the sign

Smoky Lake County rural addressing signage for roads and properties meets FireSmart standards.



5.3 Development Legislation & Policy Options

Legislating *FireSmart* requirements for new development is an important step to creating *FireSmart* communities.

Smoky Lake County utilizes the Municipal Development Plan (MDP), Area Structure Plans (ASP), and the Land Use Bylaw (LUB) to control land use and development within the County. A review of each of these documents revealed that *FireSmart* development is dealt with at the Municipal Development Plan and Area Structure Plan levels with no specific *FireSmart* policies or regulations in the Land Use Bylaw.

Municipal Development Plan (MDP)

Objective 3.4.1 outlines *FireSmart* policies dealing with:

- Wildfire prevention techniques and development of on-site firefighting measures
- Review and comment of applications for subdivision and development by the Province and/or fire departments
- Consideration of conditions related to on-site water supply, fire-resistant building methods, spark arrestors on chimneys, and/or removal of vegetation
- Discouraging development in forested lands with significant wildfire hazard
- Requesting developers to provide appropriate fire protection measures
- Encouraging provision of emergency access to multi-parcel developments in forested areas

Area Structure Plans (ASP's)

The Garner Lake, Mons Lake, and Whitefish Lake Area Structure Plans (2009-2011) outline *FireSmart* requirements and recommendations dealing with:

- New developments and substantial additions or renovations to existing structures
- Recommended vegetation management standards related to grass, dead and dying trees, firewood, and distance between trees and buildings
- Structural requirements and recommendations related to roofing, siding, decks/porches, and chimneys
- Infrastructure requirements and recommendations related to access, water supply, and utilities

The only requirement in these ASP policies is the use of fire-rated roofing materials while the others are recommendations only. Field observations revealed that many of the “recommended” ASP policies related to structural materials and vegetation management standards are not being implemented.

Land Use Bylaw (LUB)

The LUB does not have any *FireSmart*-specific regulations resulting in the inability to regulate *FireSmart* development in any County areas outside of the Garner Lake, Mons Lake, and Whitefish Lake Area Structure Plans.

FireSmart requirements that could be included in the Municipal Development Plan and Land Use Bylaw as **requirements** for all new or retro-fit developments include:

- Developers to submit a comprehensive Wildfire Risk Assessment, prepared by a qualified professional, with subdivision and/or development permit application
- Use of fire-rated/fire-resistive exterior structure materials
- Design and construction of main road and driveway access to FireSmart standards
- Design and installation of adequate fire-service water supply
- Use of FireSmart species and materials for landscaping
- Implementation of FireSmart vegetation management based on wildfire behaviour potential

Recommendation 4: Complete a review and revise all applicable Smoky Lake County bylaws and planning documents to ensure alignment with FireSmart best-practices.

6 Public Education Options

Many of the structures within the planning area are at Moderate-High wildfire threat due to inadequate structural options and/or FireSmart vegetation management on private and/or municipal/provincial lands. Residents, business owners, developers, and Smoky Lake County administration and elected officials all need to be aware of the FireSmart hazard and the solutions to minimizing the risk and become a partner in implementation of FireSmart solutions in their own backyards and communities.

6.1 Key Messages

The following key messages are recommended to educate residents on their priorities to reduce the threat of wildfire to their structures.

- Use fire-rated/fire-resistive roofing, siding, and decking materials when building a new structure or when retro-fitting an existing structure
- Establish a minimum of 1.5 metres non-combustible clearance around the outer extent of all structures and outbuildings
- Maintain the grass around all structures and outbuildings for a minimum of 10 metres
- Remove conifer trees within 10 metres of structures and thin conifer trees for a minimum of 30 metres
- Provide regular maintenance of native grass, forest vegetation, and dead needles and leaves for a minimum of 30 metres around your house
- Skirt the undersides of your decks and porches to reduce the chances of fire getting underneath
- Store combustible material piles (firewood, hay bales, lumber piles, etc.) a minimum of 10 metres away from your structures
- Contact Smoky Lake County Fire Department to arrange for a FireSmart Hazard Assessment of your home and property

Recommendation 5: Develop and implement a focused, long-term, and repetitive FireSmart education program for all County residents and administration/elected officials.

6.2 FireSmart Hazard Assessments

Residents would benefit from a FireSmart Hazard Assessment of their home and property, conducted by a qualified individual, to identify those items that present wildfire threat and recommended methods to reduce that threat. FireSmart Canada offers the Advanced Fire Smart Home Assessment program that could be used to educate and encourage residents to take FireSmart actions in their own backyards.

Recommendation 6: Identify and train Smoky Lake County Fire Department members to provide Advanced FireSmart Hazard Assessments and options to reduce the wildfire threat to those residents that request one.

6.3 FireSmart Neighbourhood Recognition Program

FireSmart Canada has initiated the FireSmart Neighbourhood Recognition Program to motivate and engage residents to plan and take FireSmart actions in their “own backyards” to reduce wildfire losses from the “grassroots” level. Because the majority of the planning area is private lands, this program is an excellent tool.

The program is driven through identification and training of key Municipal fire agency personnel to act as Local FireSmart Representatives to guide the process and community members to act as Neighbourhood Champions to lead and implement the FireSmart Neighbourhood Recognition Program within their community.



Recommendation 7: Smoky Lake County Fire Department should identify and train key personnel to act as Local FireSmart Representations to implement the FireSmart Canada Neighbourhood Recognition Program in the Resort communities.

7 Inter-Agency Cooperation and Cross-Training Options

Interagency cooperation and cross-training between all stakeholders is necessary to ensure cooperative and effective implementation of FireSmart mitigation options and to coordinate an effective multi-agency response to a wildland/urban interface fire.

7.1 Inter-Agency Cooperation

Inter-agency stakeholders within or adjacent to the planning area include:

- Smoky Lake County
- Alberta Wildfire Management – Lac La Biche Forest Area

Smoky Lake County has a mutual-aid wildfire agreement with the Alberta Wildfire Management for mutual-aid wildfire response and both have worked together on wildfires and structure protection incidents in the County.

7.2 Cross-Training

Smoky Lake County Fire Department currently provides Incident Command System training to all of their members and provided Wildland Firefighter (NFPA 1051) in 2017. There has not been any wildland/urban interface structure protection training provided.

Recommendation 8: Smoky Lake County Fire Department personnel should continue and enhance cross-training related to the to the following standards:

- Incident Command System (I-100 to I-400) as applicable
- Wildland Firefighter (NFPA 1051/1140 Level I or equivalent)
- Wildland/Urban Interface Structure & Site Preparation (WUI-M, S-115, S-215)
- FireSmart Canada - Advanced FireSmart Home Assessment Workshop

8 Emergency Planning Options

Emergency preparedness is an important part of any disaster planning. The need for organization, clear chain of command, and an understanding of job responsibilities during a wildland/urban interface fire are of paramount importance.

8.1 Regional Emergency Management Plan

The Smoky Lake County Regional Emergency Management Plan (REMP) has been designed to ensure a quick and effective response to deal with natural, man-made and technological hazards affecting the Smoky Lake Regional Emergency Management Agency.

A review of the REMP reveals:

- The Incident Command System (ICS) is the accepted emergency management system for site and support/coordination functions which will provide a common incident management system for all response agencies when working together on a wildfire incident in the area
- The Smoky Lake County hazard and risk assessment has not yet been completed thus wildfire or wildland/urban interface fire is not currently identified in the REMP.

Recommendation 9: Once the Smoky Lake County hazard and risk assessment has been completed and wildfire has been identified, prepare a hazard-specific action plan for wildland/urban interface fires.

8.2 Wildfire Preparedness Guides

Wildfire Preparedness Guides (WPG) provide emergency responders with strategic and tactical information to protect values at risk from approaching wildfire. None of the Resort communities in this plan currently have a Wildfire Preparedness Guide.



Recommendation 10: Prepare Wildfire Preparedness Guides for each of the Resort communities.

8.3 Structure Protection Equipment

Structure Protection Units containing portable pumps, hose, sprinklers, and tools to protect structures from advancing wildfire have been shown to be very successful in reducing structure losses.

Smoky Lake County Fire Department would benefit from having a Structure Protection Unit, providing them with adequate structure protection equipment for an initial response on a wildland/urban interface fire.



Recommendation 11: Build a Smoky Lake County Fire Department Structure Protection Unit to provide adequate structure protection equipment for initial response to a wildland/urban interface fire.

8.4 Wildland/Urban Interface Exercises

Exercises to test emergency plans, personnel, and equipment for operational effectiveness are an excellent tool to ensure emergency management personnel and mutual-aid partners are familiar with the tools and tactics available.

Recommendation 12: Conduct regular wildland/urban interface table-top, functional, and/or field exercises between Smoky Lake County and applicable mutual-aid partners to test the Wildfire Preparedness Guide(s), Smoky Lake Regional Emergency Management Plan, and structure protection equipment.

9 Implementation Plan

Vegetation Management

Item	Recommendation	Responsible Agency
Private-Lands	Recommendation 1: Educate and encourage residents in all of the resort communities to establish adequate FireSmart Immediate and Intermediate Zone vegetation management standards on their private-lands.	Smoky Lake County
Municipal & Provincial Lands	Recommendation 2: Plan and implement neighbourhood-level fuelbreaks on Municipal and Provincial lands.	Smoky Lake County
Fuelbreak Maintenance	Recommendation 3: Ensure that residents are educated and engaged on Immediate and Intermediate Zone FireSmart vegetation management maintenance and that Extended Zone FireSmart vegetation management area maintenance is planned, budgets are allocated, and projects are implemented.	Smoky Lake County

Development & Legislation

Item	Recommendation	Responsible Agency
Development Legislation	Recommendation 4: Complete a review and revise all applicable Smoky Lake County bylaws and planning documents to ensure alignment with FireSmart best-practices.	Smoky Lake County

Public Education

Item	Recommendation	Responsible Agency
FireSmart Education	Recommendation 5: Develop and implement a focused, long-term, and repetitive FireSmart education program for all County residents and administration/elected officials.	Smoky Lake County
FireSmart Hazard Assessments	Recommendation 6: Identify and train Smoky Lake County Fire Department members to provide Advanced FireSmart Hazard Assessments and options to reduce the wildfire threat to those residents that request one.	Smoky Lake County
FireSmart Canada Neighbourhood Recognition Program	Recommendation 7: Smoky Lake County Fire Department should identify and train key personnel to act as Local FireSmart Representations to implement the FireSmart Canada Neighbourhood Recognition Program in the Resort communities.	Smoky Lake County

Interagency Cooperation & Cross-Training

Item	Recommendation	Responsible Agency
Cross-Training	<p>Recommendation 8: Smoky Lake County Fire Department personnel should continue and enhance cross-training related to the to the following standards:</p> <ul style="list-style-type: none"> ▪ Incident Command System (I-100 to I-400) as applicable ▪ Wildland Firefighter (NFPA1051/1140 Level 1 or equivalent) ▪ Wildland/Urban Interface Structure & Site Preparation (WUI-M, S-115, S-215) ▪ FireSmart Canada – Advanced FireSmart Home Assessment Workshop 	Smoky Lake County

Emergency Planning

Item	Recommendation	Responsible Agency
Regional Emergency Management Plan	<p>Recommendation 9: Once the Smoky Lake County hazard and risk assessment has been completed and wildfire has been identified, prepare a hazard-specific action plan for wildland/urban interface fires.</p>	Smoky Lake County
Wildfire Preparedness Guides	<p>Recommendation 10: Prepare Wildfire Preparedness Guides for each of the Resort communities.</p>	Smoky Lake County
Structure Protection Unit	<p>Recommendation 11: Build a Smoky Lake County Fire Department Structure Protection Unit to provide adequate structure protection equipment for initial response to a wildland/urban interface fire.</p>	Smoky Lake County
Emergency Exercises	<p>Recommendation 12: Conduct regular wildland/urban interface table-top, functional, and/or field exercises between Smoky Lake County and applicable mutual-aid partners to test the Wildfire Preparedness Guide(s), Smoky Lake Regional Emergency Management Plan, and structure protection equipment.</p>	Smoky Lake County

10 References

Beverly, J. et al. 2010. Assessing the Exposure of the Built Environment to Potential Ignition Sources Generated from Vegetative Fuel. *International Journal of Wildland Fire* 2010, 19, 299-313.

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Podur, J., Wotton, M. 2011. Defining Fire Spread Event Days for Fire-Growth Modelling. *International Journal of Wildland Fire* 2011, 20, Clayton, Australia.

MONTANE
Forest Management Ltd.

397 Eagle Heights
Canmore, AB.
T1W 3C9

Invoice

Date	Invoice #
3/28/2024	24-13

Invoice To:
Smoky Lake County 4612 McDougall Drive, PO Box 310 Smoky Lake, AB. T0A 3C0 ATTN: Spencer Kotylak

Description	Qty	Rate	Amount
Prepare and Submit Smoky Lake County Wildfire Mitigation Strategy (2024) as per Contract GST On Sales	1	30,000.00	30,000.00
		5.00%	1,500.00
Total			\$31,500.00
Payments/Credits			\$0.00
Balance Due			\$31,500.00

GST No. 868942152

1-23-00-5701
SA

JUNE 5, 2024

[Signature]
Approved
June 5, 2024

Invoice

397 Eagle Heights
Canmore, AB.
T1W 3C9

Date	Invoice #
5/6/2024	24-25

Invoice To:
Smoky Lake County 4612 McDougall Drive, PO Box 310 Smoky Lake, AB. T0A 3C0 ATTN: Spencer Kotylak

Description	Qty	Rate	Amount
Office Hours - Bonnie Lake Addition to Smoky Lake County WMS	15	110.00	1,650.00
Field Days	2	950.00	1,900.00
Vehicle Kilometres	1,167	0.85	991.95
Hotel Expense at cost with attached receipt	1	158.05	158.05
GST On Sales		5.00%	227.10
Total			\$4,927.10
Payments/Credits			\$0.00
Balance Due			\$4,927.10

GST No. 868942152

1-23-00 - 5701
S4

JUNE 5, 2024



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.8**

Topic: Custom Work for Smoky Lake Hutterite Colony

Presented By: Public Works Road Foreman

Recommendation:

That Smoky Lake County Council approve to enter into a hold harmless agreement, as per Policy Statement No. 03-26-01: Custom Work, with the applicant: 'Smoky Lake Farming' (Smoky Lake Hutterite Colony), for the purpose of suppling and spraying MG30 Dust Control product on the private roadways within the lands identified under the Municipal Address of 58356 – Rge Rd 173, through the County's supplier: Kortech Calcium Services Ltd., at no cost to the County and with the applicant to be invoiced accordingly for any amount used on the private roadways, to be completed in concurrence with the County's Year-2024 MG Haul Road-PW57 Project #MG2413: Twp 584 between Hwy 855 & Rge Rd 165.

Background:

The County will be conducting a MG30 Dust Control project (#MG2413) on the road in front of the Colony, as per Policy Statement No. 03-18-19: Five-Year Road Plan, under Year-2024.

The Smoky Lake Hutterite Colony spoke with the Public Works Road Foreman on June 6, 2024 and asked to purchase any left over MG30 product so the colony could use it on the private roads within the colony. The Colony would prepare the roads for application and be using their own equipment to assist in the application on their private roads.

Benefits: Fosters a good working relationship the Colony.

Disadvantages: N/A.

Alternatives: Take no action.

Financial Implications: No cost to the County.

Legislation: Policy Statement No. 03-26-01: Custom Work

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): Policy Statement No. 03-26-01: Custom Work

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, positioned to the right of the text "Signature of the CAO:".

SMOKY LAKE COUNTY



Title: Custom Work		Policy No.: 26-01
Section: 03	Code: P-I	Page No.: 1 of 3 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To establish provisions for the responsibility of Smoky Lake County in performing Custom Works to external agencies or organizations and create an understanding between the County and the applicant.
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Policy Statement and Guidelines:

1. STATEMENT

- 1.1 Custom works are not a core function of Smoky Lake County and will not take precedence over Public Works.
- 1.2 Smoky Lake County will be compensated for all performance of Custom Work in accordance with the Alberta Road Builders Annual Rate; unless otherwise determined by County Council; and is not to detriment of ongoing municipal operations.
- 1.3 Smoky Lake County will not provide custom work on Private Property. Ratepayers are encouraged to obtain the custom work services from private contractors or equipment to perform the required work. Exceptions may be authorized by Council when circumstance warrant where services or equipment may not be available to perform the requested work.
- 1.4 The County may enter into agreements if custom works warrants a long-term requirement with other municipalities and/or provincial / federal agencies for custom work and the rates to be charged will be in accordance with Alberta Road Builder Annual Rates.

2. OBJECTIVE

- 2.1 Establishing a Policy on Custom Works ensures that municipal equipment and resources are used in a fair and equitable manner. It also serves to enhance the overall accountability and transparency of the municipality.
- 2.2 As such, it is the intention of Smoky Lake County to support these agencies or organizations through the provisions of maintenance services upon operational requirements and availability of resources.
- 2.3 A proactive approach to assist these agencies or organizations and the Municipality is with minimizing risk and claims, controlling insurance costs and ensuring that coverage is available in the future.

Title: Custom Work		Policy No.: 26-01	
Section: 03	Code: P-I	Page No.: 2 of 3	E

Policy Statement and Guidelines:	
3. DEFINITIONS	
3.1	Custom Work: any work undertaken by the municipality on non-County property other than a public work that is the responsibility of the municipality.
3.2	Hold harmless agreement: Contract by which legal liability for damages of one party is assumed by the other party. One party agrees to hold the other party harmless (and usually indemnify) from the liabilities associated with the hazards of a particular activity or venture
4. GUIDELINES	
4.1	The Public Works Manager reserves the right to refuse any requests for custom work if performance of the custom works will interfere with public work projects or lack of equipment or trained operators.
4.2	No custom work will commence unless the agencies or organizations have signed an Hold Harmless Agreement , as outlined in Schedule "A" – Hold Harmless Agreement – For Use in Connection with Custom Work , which is a requirement to that the County does not expose itself to any unnecessary risk.
4.3	The County shall be compensated for all performance of Custom Work in accordance with the Alberta Road Builders Annual Rate; unless otherwise determined by County Council.
5. PROCEDURES	
5.1	Custom works shall be limited to the scope and abilities of the equipment and staff of the Public Works Department only.
5.2	The date for performing the work to be at the discretion of the Public Works Manager with excerpts as detailed below: <ul style="list-style-type: none"> ■ municipal equipment is available. ■ municipal operations are not negatively impacted. ■ those requesting the custom work sign a Hold Harmless Agreement absolving this County for any liability risk. ■ may refuse to perform the work if they deem it unsafe or unnecessary.

	Date	Resolution Number
Approved	February 20, 2014	# 251-14 - Page # 11081
Amended		
Amended		

Schedule "A"



**HOLD HARMLESS AGREEMENT
FOR USE IN CONNECTION WITH CUSTOM WORK**

This **HOLD HARMLESS AGREEMENT** is made this ____ day of _____, 201__.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the County")

AND

Name

Mailing Address

Phone Numbers: Residence Work Cellular
(hereinafter called "the Party")

LOCATION: Legal Address: _____

Date of Custom Work: _____

WHEREAS, the Party requested the following Maintenance Activity: _____ from the County and approves the County the use and access onto the property to undertaken such maintenance activity.

WHEREAS, the County is engaged in the business of providing custom work for maintenance activities and agrees to provide such a service to the Party.

NOW, THEREFORE, the party agrees to the following Terms:

1. **Hold Harmless:**

The Party shall indemnify and hold harmless the County, its Councillors, directors, officers, employees, agents and representatives and each of them from and against, any and all liabilities, claims, suits or actions, costs, damages and expenses (and without limiting the generality of the foregoing, any direct or indirect losses, costs, damages and expenses of the County or such individuals including costs as between solicitor and client) which may be brought or made against the County or such individual or which the County or such individual may pay or incur as a result of or in connection with any breach, violation or non-performance of any covenant, condition or agreement of this Agreement required to be fulfilled, kept, observed or performed by the Party or any negligent act or omission of the Party, its directors, officers, employees, agents and representatives in connection with or arising out of this Agreement or the performance of the Agreement.

2. **Insurance:**

The Party shall have all applicable Insurance Policies current and shall name the County as an additional named insured; and such certificates evidencing such insurance all be provided to the County, when requested.

IN WITNESS WHEREOF has hereunto set their hand and the day and year first above written.

SIGNED

}
}

SMOKY LAKE COUNTY

Party

Per:



Request for Decision (RFD)

Meeting Date: Thursday, June 13, 2024

Agenda Item: **#7.9**

Topic: Water Line Crossing on Road Allowance Application

Presented By: Public Works Manager

Recommendation(s):

That Smoky Lake County Council rescind April 25, 2024, Motion #540-24, due to an incorrect legal land description of "NW-34-59-14-W4", and reconfirm approval the private waterline crossing project adjacent to Township Road 601A between Range Road 132 and Range Road 131, near the lands legally described correctly as SW-11-60-13-W4, in response to the application received from landowners: Kyle & Nadia Latimer, dated April 10, 2024, at a cost to the landowners in the amount of \$300.00, and in accordance with County Policy Statement No. 03-27-01.

Background:

Council approved this application on April 25, 2024, however; the application form is unclear where it asks for a legal land description. An aerial map was provided with the application, of where the waterline was to be installed however the map did not indicate legal descriptions.

The Public Works Road Foreman was following up with the landowners on June 6, 2024, who asked for a copy of the April 25, 2024 Council Motion #540-24, which was sent by email to them from the Executive Services Clerk. It was then realized, that the land location was incorrect in the Motion.

Smoky Lake County recognizes both the potential problems and benefits of private utility water line access to developed road allowances with the County. Smoky Lake County will consider applications for Water Line access to County Road right-of-ways. Applications will be considered if the applicant owns the land adjacent to both sides of the road allowance; and if not, both landowners must apply and sign the appropriate County Application jointly.

Benefits: To accommodate the Landowners

Disadvantages: Unknown.

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

Financial Implications:

Costs borne by Smoky Lake County to review applications and inspect construction and installation of Private Utility – Water Line shall be charged to the applicant, when applicable.

Legislation: County Policy Statement No.03-21-01: Water Line Crossing on Road Allowance

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. *Application dated April 10, 2024.*

Signature of the CAO: 



Schedule "A"

APPLICATION for Water Line Crossing on Road Allowance

1. Applicant

Name: KYLE LATIMER & NADIA LATIMER
Address: P.O. Box 584 VILNA, AB
Postal Code: T0A 3L0 Phone: (780) 614-3717
Residential Address: 59551 HWY 36
Legal Land Description: NW Quarter 34 Section 59 Township 14 Range W4

- 2. Temporary Water Line at no cost OR Permanent Water Line at Fee of \$300.00.
3. Confirmation signature from adjacent landowner(s) agreeing to your application.

Table with 4 columns: Print Name, Legal Description, Signature, Date. Two rows for adjacent landowner signatures.

4. Description of roadway requested to be crossed:
Cross TOWNSHIP ROAD 601A BETWEEN RR 132 & 131,
APPROXIMATELY 1200 m FROM CORNER OF TWP 602
AND RR #132. Near the land legally described as SW-11-60-13-W4

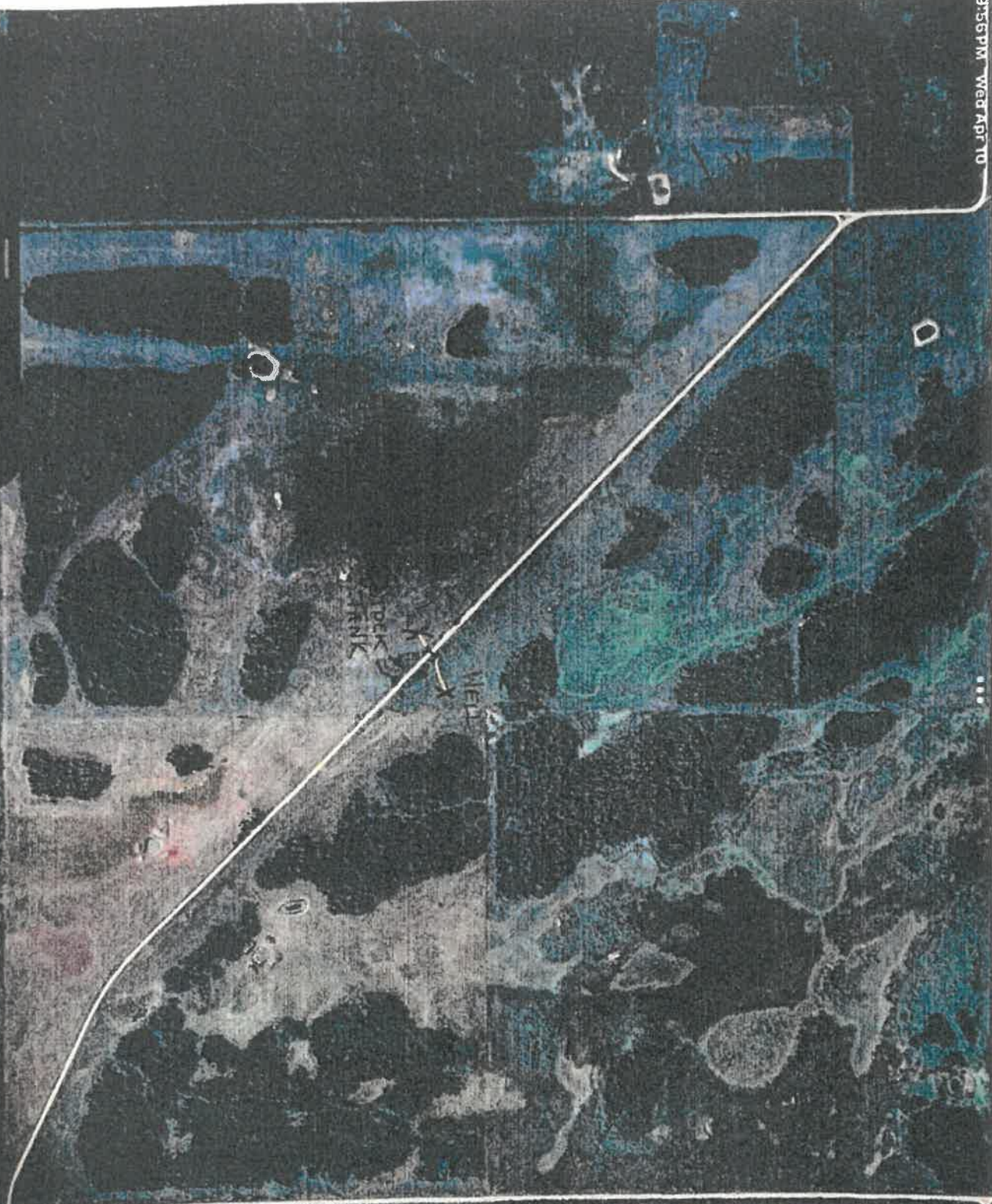
Please attach a map to accompany this application.

5. Purposes(s) for this application:

- a. PROVIDE WATER TO STOCK TRUCK FROM WELL ACROSS ROAD
FOR LIVESTOCK

Applicant Signature (handwritten)

Date: APR 10/24



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STRAIK
WELL

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R2131

3D





Policy M-01-30-01: Monthly Departmental Reporting

Chief Administrative Officer - Report Period: April 24, 2024 – May 31, 2024

LEGISLATIVE / GOVERNANCE

Projects	In Progress	Completed
I would like to extend a “Thank You” to Council for the wonderful working relationship and my gratitude to be able to serve as your Interim CAO, as Council was in search for filling this position. I truly appreciated the understanding and patience provided.	May 23/23	June 3/24
Edmonton Humane Society <ul style="list-style-type: none"> April 27, 2023, Council Motion 558-23, to designate the Edmonton Humane Society (EHS) as the County Dog Shelter and execute an open-ended term agreement with EHS for the purpose of providing the County with dog kennel services, at a cost in the amount of \$750.00 per month to secure two kennel spots with any additional kennel spots being an additional cost in the amount of \$375.00 per month, to a maximum of four dogs per month. Email from the Manager of Animal Care and Support Services, Edmonton Humane Society, dated April 26, 2024. Attachment # 8.1a <p>RECOMMENDATION: That Smoky Lake County acknowledge receipt of the email received from the Manager of Animal Care and Support Services, Edmonton Humane Society, dated April 26, 2024, in respect to the shelter being unable to accept any new animals, in order to maintain proper capacity to care for the animals.</p>	April 27/23	April 26/24

ADMINISTRATIVE


Projects	In Progress	Completed
Request For Information: <u>Policy Statement 01-50.</u> County received two requests: <ul style="list-style-type: none"> <u>May 17, 2024:</u> Emails exchanged between the County and Town in respect to the alleyway and roadway located on 4924 – 50 street adjacent to the Public Works Shop. <u>May 13, 2024:</u> Clarification on County’s process in respect to Fire Ban implementation. 	May 17/24 May 13, 2024	May 29/24 June

FINANCIAL

Projects	In Progress	Completed
No Items		

HUMAN RESOURCES

Projects	In Progress	Completed
<ul style="list-style-type: none"> Staff Debrief: next meeting is scheduled for May 28, 2024 at 1:30 p.m.. Invite sent to staff on May 22, 2024 	May 22/24	May 28/24
<ul style="list-style-type: none"> The Onboarding CAO Municipal Information Manual was completed as discussed with Council Staff Debrief: next 	April 17/24	May 30/24

COMMUNITY		
Projects	In Progress	Completed
<p>Smoky Lake Agricultural Society Attachment # 8.1b</p> <ul style="list-style-type: none"> ▪ Letter of support received was received by email on April 30, 2024 for a letter of support for the Ag Society's CFEP Application. <p>RECOMMENDATION: That Smoky Lake County approve action taken by Administration in providing a "Letter of Support" to the Smoky Lake Agricultural Society for their application for the Community Facility Enhancement Program (CFEP) Grant under the Small Stream Fund for the amount of \$125,000 to complete a \$270,000 project to replace the Heating, Ventilation and Air Conditioning System.</p>	April 30/24	May 1/24
<p>90th Birthday Certificate Provided as requested by a member of the public for Olga Sadoway's 90th Birthday.</p>	May 29/24	May 31/24
TRAINING / MEETINGS		
<p>CIRA Cyber Awareness Training Completed Friendly reminder to all Council that this training must be completed by Council members as well, as it is a requirement for the County to qualify for Cyber Security Insurance.</p>	Mar 18/24	June 3/24
ACTION LIST		
<p>Action List – Charts for January & February 2024 Council Meetings. Completion of the rest of the Action Lists will be reported through the CAO Report.</p>		
<p>Signature:</p>  <p>Interim Chief Administrative Officer</p>	<p>County Council Meeting: June 13, 2024</p>	

From: Megan Jaszczyszyn <MJaszczyszyn@edmontonhumanesociety.com>

Sent: Friday, April 26, 2024 3:59 PM

To: Tate Murphy <tmurphy@smokylakecounty.ab.ca>

Subject: contract follow up

#8.1a

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

Hi Tate,

I wanted to reach out to you with an update about the potential contract we've been in discussions about for some time now. I brought it up again recently to my director and he let me know that unfortunately due to our consistent increase of dogs in general that we have been seeing come into our shelter through our current contracts, we are unable to add any new ones at this time, in order to maintain proper capacity to care for the animals.

I understand this is disappointing and I was truly hoping we would be able to come to a formal agreement, however at this time it's not feasible. Going forward please feel free to still reach out about any strays you may have, and I will let you know case by case if we have capacity to take any in. If anything changes, I will let you know.

1

Feel free to reach out if you have any questions, I'm always able to make time to chat,

thanks!

Megan Jaszczyszyn (*she/her*)
Manager of Animal Care and Support Services

Office: 780.229.2934

edmontonhumanesociety.com



Charity number 119231066 RR0001



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

May 1, 2024
File: 7-93

Sent via email: jmifarmsinc@gmail.com

Smoky Lake Agricultural Society
Attn: Sharon Boychuk, President

Re: Letter of Support for CFEP Grant under the Small Stream Fund

Smoky Lake County supports the Smoky Lake Agricultural Society's application to the Community Facility Enhancement Program (CFEP) small stream funding, for their project to replace the Heating, Ventilation, and Air Conditioning (HVAC) system within their Smoky Lake Agricultural Complex facility. \$125,000 of CFEP funding will allow them to complete this \$270,000 project.

As a rural municipality, we value cultural opportunities and events within our region that help enrich the lives of local people and make our region such a great place to raise a family. The Smoky Lake Agricultural Society continually makes great contributions in meeting our community's cultural, sporting, and event facility needs; they have served our local residents and external visitors very well through this facility.

For example, the Smoky Lake Agricultural Complex hosts a variety of events, such as: conferences, concerts, weddings, funerals, charity fundraising, dance competitions, archery competitions, family activities, non-profit functions, and of course, the Annual Great White North Pumpkin Fair! The HVAC system replacement project is necessary for the continued use of this well-used community facility and it should greatly improve its viability and operational efficiencies.

Therefore, please accept this letter as Smoky Lake County's support of Smoky Lake Agricultural Society's application for CFEP funding. If you have any questions, do not hesitate to contact the undersigned. We look forward to seeing the completion of this project for everyone's enjoyment!

Yours truly,

A handwritten signature in blue ink, appearing to read "Jared Serben".

Jared Serben,
Reeve

jserben@smokylakecounty.ab.ca



ACTION LIST:
January 2024 County Council Meeting

January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
227-24 Fenerty	GO EAST of Edmonton Regional Tourism – Year 2024 Advertising Renewal That Smoky Lake County Council approve a Municipal Tourism Partnership / Annual Membership to Go East Regional Tourism Organization, in the amount of \$400.00, as per their invoice #1648, dated January 1, 2024	Legislative Services	Smoky Lake County’s Membership with GO EAST of Edmonton Regional Tourism for Year 2024 in the amount of \$400.00 was aid by E.F.T. (Electronic Funds Transfer) # 1215 dated January 16, 2024.
229-24 Halisky	Trail Twisters Application for Roadway License Agreement RLA-002-23 That Smoky Lake County Council approve the Recreational Trail Roadway License Agreement RLA-002-23, with the Smoky Lake Trail Twisters Snowmobile Club for the purpose of utilizing portions of the undeveloped road allowance along Range Road 171, between Township Road 595A & Township Road 621, which will form part of the Recreational Trail Roadway License Agreement, for the purposes of snowmobiling, for a twenty (20) year term: January 11, 2024, expiring on January 11, 2044, unless otherwise terminated sooner; and further to instruct administration to review Policy No. 07-03: Recreational Trail Roadway License Agreement and provide its recommendations at a future Policy Committee meeting.	Planning and Development	The Roadway License Agreement RLA 002-23 was executed with the Smoky Lake Trail Twisters, President Spencer Kotylak on January 25, 2024.
230-24 Serben	Northern and Regional Economic Development (NRED) Program 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.	Legislative Services	This motion acknowledges “NO ACTION” as the application process for the Northern and Regional Economic Development (NRED) Program application has expired.
231-24 Cere	Advertising Billboards on County-Owned Land That Smoky Lake County Council grant permission to Brock Boards to erect advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, subject to entering into an advertising agreement with Smoky Lake County receiving 25% of the revenue generated by the said billboards.	Planning and Development	The Planning and Development Manager spoke with Brock Boards in respect of approval being grant subject to 25% revenue om January 26, 2024. This item will be placed on the Council Agenda Package at the February 8, 2024 Council Meeting in respect to the percentage of revenue sharing.

ACTION LIST:
January 2024 County Council Meeting



January 11, 2024															
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION												
232-24 Serben	<p>Fence Removal Compensation on County-Owned Leased Land</p> <p>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, which was entered into between Smoky Lake County and Walter & Sheryl Mazur, pursuant to Bylaw 1214-10.</p>	Planning and Development	<p>Letter was sent to Walter and Sheryl Mazur on January 31, 2024, informing them of Council's decision to deny their request for compensation for the installation of a fence on County-owned lands that they leased.</p> <p><i>As per email received from Jordan Ruegg on February 26, 2024 at 2:47 p.m.</i></p>												
233-24 Halisky	<p>Offer to Purchase County-Owned Land Pt. SE-09-58-15-W4M</p> <p>That Smoky Lake County agree to sell the lands legally described as PT. SE-09-58-15-4W, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymond Serafinchon, in the amount of \$50,000.00 + GST, for a total sale price in the amount of \$52,500.00, and execute an Agreement to Purchase with Mr. Serafinchon, pursuant to Smoky Lake County Policy Statement No. 61-10: Disposition of County-Owned Property.</p>	Planning and Development	<p>The Planning and Development Manager executed the necessary transfer documents and took payment from Mr. Serafinchon on February 8, 2024. All documents were sent to Land /title on February 8, 2204 for registration.</p> <p><i>As per email received from Jordan Ruegg on February 26, 2024 at 2:47 p.m.</i></p>												
234-24 Fenerty	<p>Policy Statement No. 62-12-04: Clubroot</p> <p>That Smoky Lake County Policy Statement No. 62-12-04: Clubroot, be amended, as recommended by Smoky Lake County's Agricultural Service Board on December 12, 2003, Motion #07-23:</p> <table border="1" data-bbox="262 993 1018 1185"> <tr> <td colspan="2">Title: Clubroot</td> <td colspan="2">Policy No.: 12-04</td> </tr> <tr> <td>Section: 62</td> <td>Code: P-S</td> <td colspan="2">Page No.: 1 of 3</td> </tr> <tr> <td>Purpose:</td> <td colspan="3">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></td> </tr> </table>	Title: Clubroot		Policy No.: 12-04		Section: 62	Code: P-S	Page No.: 1 of 3		Purpose:	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>			Interim Chief Administrative Officer	<p>Policy Memo was sent out to all Staff on February 5, 2024.</p> <p>Release to be posted on our website: February 5, 2024.</p>
Title: Clubroot		Policy No.: 12-04													
Section: 62	Code: P-S	Page No.: 1 of 3													
Purpose:	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>														
235-24 Cere	<p>Alberta Invasive Species Council Membership</p> <p>That Smoky Lake County sponsor a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species Council, as recommended by Smoky Lake County's Agricultural Service Board, on December 12, 2023, per Motion #ASB16-23, in response to the letter received from Megan Evans, Executive Director, Alberta Invasive Species Council, dated November 23, 2023.</p>	Finance	Cheque Number 54112 was issued on February 28, 2024.												

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
236-24 Cere	Grazing School for Women Sponsorship 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, payable to Grazing School for Women, allocated from the Agricultural Service Board’s extension budget.	Environment & Parks Manager`	Paid by Cheque Number 54002 dated January 16, 2024.
238-24 Serben	Lakeland Agricultural Research Association – Funding That Smoky Lake County Council defer the recommendation made by the Agricultural Service Board (ASB) on December 12, 2023: <i>“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).”</i> back to the ASB, and provide the ASB the information received from the County’s January 11, 2024, Delegation: Delegation: Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA).	Environment & Parks Manager	The Lakeland Agricultural Research Association funding request was deferred back to the ASB Committee as new information was provided. Will be on the Agricultural Service Board Committee Agenda for the meeting scheduled on February 12, 2024.
239-24 Halisky	Lakeland Agricultural Research Association – Request for Information That Smoky Lake County Council make a request for information from Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), to provide a detailed report of what it would cost Smoky Lake County to fund individual producer memberships with full LARA benefits, up to a total Municipal Funding maximum in the amount of \$55,000.00, to be brought forward to the next Smoky Lake County Agricultural Service Board (ASB) as additional information.	Agricultural Fieldman	Agricultural Fieldman advised Alyssa Krawchuk, Executive Director of LARA on January 11, 2024. A presentation is scheduled to be held at the upcoming ASB Committee Meeting on February 12, 2024 detailing LARA Boards decisions.

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
240-24 Fenerty	Alberta Indigenous & Municipal Police Transition Grant Program – Application That Smoky Lake County submit an application to the Alberta Indigenous & Municipal Policing Transition Grant Program, for potential funding up to the amount of \$30,000.00, for a proposed project titled: Smoky Lake County Crime Strategy Study.	Finance Manager	The Alberta Indigenous and Municipal Police Transition Grant Application was submitted on January 16, 2024 at 2:28 p.m. to Lisa Zimmerman, Administrator, Ministry of Public Safety and Emergency Services / Public Security Division.
241-24 Cere DEFEATED	Property Tax Payment Plan & Penalty Waiver Request for Tax Roll #1900810 That Smoky Lake County Council approve to write off penalties in the amount of \$781.77 and approve to waive any penalties applied on March 1, 2024, for Property Tax Roll #19600810, subject to entering into payment plan in the amount of \$600.00 per month, until the property is reassessed, as requested in the letter from the Board of the Gathering Place Co-op, dated December 19, 2023.	Finance Tax Clerk	No action – DEFEATED.
242-24 Cere	Property Tax Payment Plan for Tax Roll #19600810 That Smoky Lake County Council agree to enter into a payment plan with the Owner of Property Tax Roll #19600810, commencing in January 2024, with a monthly payment in the amount of \$600.00 to be received by the County every consecutive month until the said tax roll's balance in the amount of \$7,296.50 plus any future penalties, are paid off in-full.	Finance Tax Clerk	No contact from the ratepayer received until February 2024 regarding how to pay On-Line. First payment was received April 5, 2024.
243-24 Cere DEFEATED	Property Tax Penalties - Request to Waive on Tax Roll #40310202 That Smoky Lake County Council approve to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.	Finance Tax Clerk	No action – DEFEATED.
244-24 Halisky	Property Tax Penalties – Request to Waive on Tax Roll \$40310202 That Smoky Lake County Council deny the request to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.	Finance Tax Clerk	Letter was sent to the landowner on February 26, 2024.

ACTION LIST:
January 2024 County Council Meeting



January 11, 2024									
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION						
245-24 Serben	<p>Smoky Lake Star U7 Minor Hockey – Request for Donation</p> <p>That Smoky Lake County Council approve to provide funds in the amount of \$250.00, allocated from the Grants to Individuals and Organizations budget, to the Smoky Lake Stars U7 Minor Hockey team, towards team welcome baskets for their annual hockey tournament, scheduled for January 13, 2024, being held in the Town of Smoky Lake.</p>	<p>Finance</p> <p>Accounts Payable</p>	<p>Paid by Cheque Number 54068 dated January 11, 2024.</p>						
246-24 Halisky	<p>Family and Community Support Services (FCSS) Grant Applications</p> <p>That Smoky Lake County approve to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-04: Family and Community Support Services (FCSS) grant as follows:</p> <table border="1"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Village of Waskatenau Library Board</td> <td>2024 Board Game Program</td> <td>\$1,706.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Village of Waskatenau Library Board	2024 Board Game Program	\$1,706.00	<p>Finance</p> <p>Accounts Payable</p>	<p>Paid by Cheque Number 53998 to Anne Chorney Public Library dated January 16, 2024.</p>
Community Group	Eligibility	Funding							
Village of Waskatenau Library Board	2024 Board Game Program	\$1,706.00							
247-24 Serben	<p>Family and Community Support Services (FCSS) Grant Applications</p> <p>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:</p> <table border="1"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Vilna & District Agricultural Society</td> <td>Volunteer Appreciation Dinner</td> <td>\$1,875.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Vilna & District Agricultural Society	Volunteer Appreciation Dinner	\$1,875.00	<p>Finance</p> <p>Accounts Payable</p>	<p>Paid by E.F.T. (Electronic Funds Transfer) # 1223 dated January 16, 2024.</p>
Community Group	Eligibility	Funding							
Vilna & District Agricultural Society	Volunteer Appreciation Dinner	\$1,875.00							
248-24 Cere	<p>Cost of Living (COLA) for Elected Officials</p> <p>That Smoky Lake County Council approve to not receive any Cost of Living (COLA) increment in Year-2024; in accordance with Policy Statement No. 08-18-07: Council Remuneration and Expenses, Section 3.1.2: <i>“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.”</i></p>	<p>Interim Chief Administrative Officer</p>	<p>No action required.</p> <p>Legislatively required to be in compliance with Policy Statement No., 08-18-07 – Section 3.1.2 where a motion is required annually to address the Cost of Living (COLA).</p>						

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
249-24 Fenerty	<p>Rural Municipalities of Alberta RMA Annual Spring Convention</p> <p>That Smoky Lake County Council and relevant administration who can attend – attend the (Rural Municipalities of Alberta) RMA Year-2024 Spring Convention, scheduled for March 18 to 20, 2024, to be held at the Edmonton Convention Centre, in Edmonton.</p>	Interim Chief Administrative Officer	Scheduled to attend to 2024 Spring RMA Convention: All Council members, the Public Works Manager and the Planning and Development Manager.
250-24 Halisky	<p>Rural Municipalities of Alberta RMA Annual Spring Convention Meeting with Ministers</p> <p>That Smoky Lake County Council seek meetings on the sidelines of the (Rural Municipalities of Alberta) RMA Spring Convention, scheduled for March 18-20, 2024, or at any time and place as soon as practicable thereafter, to discuss advocacy for issues specific to the County with the Minister from each respective Provincial Ministry as follows:</p> <ul style="list-style-type: none"> • Agriculture and Irrigation, • Health, • Public Safety and Emergency Services, • Seniors, Community and Social Services, • Mental Health and Addiction, and • Transportation and Economic Corridors. 	Interim Chief Administrative Officer	<p>One meeting was scheduled at the Spring 2024 RMA Convention was with the Honourable Dan Williams, Minister of Mental Health and Addiction at the Legislature Building – Room 403, 10080 – 97 Avenue, Edmonton at 3:30 to 4:00 p.m. on March 20, 2024.</p> <p>Attendance: Reeve and Deputy Reeve.</p> <p>Topics:</p> <ul style="list-style-type: none"> ■ Lack of Emergency Medical Services (EMS) ■ Lack of Knowledge on the Metis Nation of Alberta’s proposed Supportive Living Facility Development: Healing Waters Treatment Centre. ■ George McDougall Healthcare Centre Emergency Department Closure due to lack of Physician Coverage. ■ Lack ■ Lack
251-24 Cere	<p>Federation of Canadian Municipalities FCM Membership 2024-2025</p> <p>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.</p>	Interim Chief Administrative Officer	Paid by E.F.T. (Electronic Funds Transfer) # 1214 dated January 16, 2024.

ACTION LIST:
January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
252-24 Cere	<p>Alberta Health Services Temporary Closures to Smoky Lake's Emergency Room</p> <p>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 Medical Clinics in the Smoky Lake Region.</p>	Interim Chief Administrative Officer	<p>Executive Services sent an email on January 11, 2024 at 1:22 p.m. to Town CAO, cc to Lydia Cielin, Crystal Letwin, Barb Tywoniuk, Scott Franchuk, Spencer Kotylak, Meaghan Andreychuk, Evonne Zukiwski and County Council.</p> <p>On February 7, 2024 the Physicians and Health Care Professionals Committee – Motion 11-2024 in respect to Smoky Lake Health Centre Emergency Department Closures, as follows:</p> <p>"That Physicians and Health Care Professionals Committee promote the PatientsFirst Letter Writing Campaign to residents and stakeholders with the intent of removing red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region; and that each respective municipality write letters to the College of Physicians and Surgeons, Government of Alberta Minister of Health to promote removing red tape hindering the attraction and retention of physicians and healthcare professionals affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region."</p>
253-24 Gawalko	<p>Regional Fire & Rescue</p> <p>That the Smoky Lake County proceed as recommend by the Smoky Lake County Region Fire & Rescue Committee, by their January 9, 2024, Motion #07-24, to provide advocacy direction to the Rural Municipalities of Alberta (RMA) in accordance with RMA's resolution process, and with notification of same to the Alberta Fire Chief Association, for the purpose of bringing forward a Resolution to address "Declining Fire Department Services Across Rural Alberta",</p> <p>Whereas, provincial Fire Services Training Program funding be increased for rural firefighter training, and</p> <p>Whereas, the Canada Revenue Agency's (CRA) volunteer firefighter tax credit be increased from \$3,000 to \$10,000 (and modernize the CRA's definition of volunteer firefighter to help retain firefighters), and</p> <p>Whereas, the fire underwriter's insurance review their mandated equipment replacement parameters to accommodate rural firefighting apparatuses and equipment; and</p> <p>Whereas, the federal government reinstate a modernized version of the former Joint Emergency Preparedness Program (JEPP) for fire/emergency training and equipment.</p>	Legislative Services	<p>Fire Chief finalized the resolution on January 18, 2024 at 3:27 pm and Legislative Services forward the Resolution to Meagan Walsh at Beaver County on January 19, 2024 at 3:39 PM for the District 5 meeting scheduled for January 26, 2024</p> <p>The Wyatt Skovron, RMA Committee provided recommending changes to the Resolution on February 15, 2024 at 3:18 pm.</p> <p>Legislative Services, by email on February 20, 2024 at 2:44 pm provided the final version of the Spring 2024 RMA Resolution package, which included Smoky Lake County's Resolution 1-24S: Declining Fire Department Services Across Rural Alberta.</p>

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
254-24 Serben	<p>Firefighter Recruitment & Retention – Incentives.</p> <p>That Smoky Lake County research how many municipalities provide incentives relating to firefighters living and serving within their region; and research a “grid per hour wage incentive” as a possible option in response to the Smoky Lake Region Fire and Rescue Committee’s January 9, 2024, Motion #08-24 recommendation for each respective Municipality explore and consider Municipal Property Tax Incentives relating to firefighters living and serving within the Smoky Lake Region, such as a reduction in Municipal Property Tax for businesses who employ local firefighters.</p>	Fire Chief	<p>The Fire Chief forwarded discussion in regards to the Firefighter Recruitment & Retention Incentives to the Smoky Lake Region Fire Rescue Committee Agenda meeting scheduled for February 26, 2024</p> <p>The Fire Chief sent an email to the respective Chief Administrative Officers (CAO) on February 20, 2024 at 8:58 AM to forward recommendation or information in regard to Municipal Property Tax Incentives relating to firefighters.</p>
255-24 Cere	<p>Lakeland Industry & Community Association – Indoor Air Quality Testing</p> <p>That Smoky Lake County approve to allow Lakeland Industry & Community Association (LICA) to install a small tabletop Air Quality Health Index (AQHI) lantern at the County’s Main Office, 4612 McDougall Drive Smoky Lake, in response to the email deferred by Council on November 23, 2023, received from Kristina Morris, Executive Director, LICA - Environmental Stewards, dated November 8, 2023, in respect to same.</p>	<p>Legislative Services</p> <p>Municipal File: 1-244</p>	<p>Kristine Morris at executivedirector@lica.ca was advised that at the January 11, 2024, Smoky Lake County Council meeting, we received approval for LICA to install the small tabletop Air Quality Health Index (AQHI) lantern at the County’s Main Office, 4612 McDougall Drive, Smoky Lake.</p> <p>Agreement was signed by our Loss Prevention Coordinator on January 15, 2024 at 1:45 p.m.</p> <p>On February 28, 2024 the Indoor Air Quality Testing Tabletop was installed by Program Manager, Mike Bisaga.</p>
256-24 Gawalko	<p>2023-24 Alberta Community Partnership (ACP) Grant Approval – Smoky Lake County</p> <p>That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to Smoky Lake County, as the managing partner, in partnership with the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of \$99,900.00, in support of the Smoky Lake Region Municipal Land Use Suitability Tool (MLUST) project.</p>	Legislative Services	<p>No action required at this time. Condition of the application to acknowledge receipt for start the process of agreement execution.</p> <p>Acknowledging that the County was successful in the ACP Grant for \$99,900.00 as Managing Partner for the Project: Smoky Lake Region Municipal Land Use Suitability Tool (MLUST).</p>

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
257-24 Fenerty	<p>2023-24 Alberta Community Partnership (ACP) Grant Approval – Village of Vilna</p> <p>That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to the Village of Vilna, as the managing partner, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Waskatenau, under the Intermunicipal Collaboration Stream, in the amount of \$200,000.00, in support of the Smoky Lake Regional Water and Wastewater Infrastructure project.</p>	Legislative Services	For record purposes - As an Intermunicipal Partner – formally acknowledging that the Village of Vilna, as managing partner received the ACP Grant in the amount of \$200,000.00 for the project: Smoky Lake Regional Water and Wastewater Infrastructure for Year 2023-24.
258-24 Fenerty	<p>2023-24 Alberta Community Partnership (ACP) Grant Approval – Village of Waskatenau</p> <p>That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to Village of Waskatenau, as the managing partner, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of \$200,000.00, in support of the Smoky Lake Regional Recreation Services Strategy project.</p>	Legislative Services	For record purposes - As an Intermunicipal Partner – formally acknowledging that the Village of Waskatenau, as managing partner received the ACP Grant in the amount of \$200,000.00 for the project: Smoky Lake Regional Recreation Services Strategy for Year 2023-24.
259-24 Serben	<p>Minister of Environment & Protected Areas - Preparations for Drought in 2024</p> <p>That Smoky Lake County create a plan to use less water in Year-2024, in response to the letter from the Minister of Environment & Protected Areas, received on December 20, 2023, requesting municipalities to undertake preparations for drought in year-2024 to:</p> <ol style="list-style-type: none"> “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.” 	Interim Chief Administrative Officer	<p>Advised the appropriate departments at the Staff Debriefing Meeting held on January 30, 2024.</p> <p>Scott Franchuk Fire Chief will present at a future Smoky Lake Region Fire and Rescue Meeting and adoption of plan at a Council Meeting.</p> <p>Dave Franchuk, Environment and Parks Manager will amend the County’s Water and Sewer Bylaw incorporation Water provisions and restrictions and prepare a Plan for adoption.</p> <p>RMA have prepared a template “Water Shortage Response Plan” to assist the municipalities in creating a Water Shortage Response plan in accordance with the request from the Minister of Environment and Protected Areas.</p>

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
260-24 Cere	Local Government Fiscal Framework (LGFF) That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 15, 2023, announcing the launch of the Local Government Fiscal Framework (LGFF), to ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023.	Legislative Services Digital File: 19-20	The Local Government Fiscal Framework (LGFF) is acknowledged for information purposes and tracking purpose as reference document.
261-24 Fenerty	Minister of Environment & Climate Change – N. Sask. River – Canadian Heritage River That Smoky Lake County acknowledge receipt of the copied letter from the Minister of Environment & Climate Change, dated January 2, 2024, to Brazeau County, confirming the North Saskatchewan River’s nomination as a Canadian Heritage River, is purely honorific and the designation carries no legal or regulatory powers.	Legislative Services	Retained for information purposes.
262-24 Serben	Minister of Municipal Affairs - Assessment Model Review for Oil & Gas Property Tax That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, stamped December 22, 2023, in respect to the Assessment Model Review for Oil & Gas Property Tax; and respond to the said letter to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities; and copy the response letter to the Minister of Energy & Minerals, MLA for Athabasca-Barrhead-Westlock Constituency, and President of Rural Municipalities of Alberta (RMA).	Finance Manager	On February 1, 2024 at 3:37 PM, the Finance Manager provided to Council a summary of outstanding Oil and Gas Accounts. Motion 262-24 and Motion 264-24 are related – action will be stated under Motion 264-24 in respect to the letter.
263-24 Gawalko	Smoky Lake RCMP Detachment’s Community Engagement: Crime Prevention Townhall That Smoky Lake County Council who can attend – attend the Smoky Lake RCMP Detachment’s Community Engagement for Crime Prevention, Townhall scheduled for January 16, 2024, to be held at the National Hall, in the Town of Smoky Lake.	Legislative Services	On January 16, 2024, the Smoky Lake RCMP – Crime Prevention Town Hall Meeting, held in Smoky Lake. All Council attended, except Councillor Gawalko. ▪ Smoky Lake RCMP, along with Smoky Lake County Rural Crime Watch and Citizens on Patrol (C.O.P), provided presentations including: CPTED – Crime Prevention Through Environmental Design, C.O.P Program, and further information on how to protect yourself and your property in both rural or urban areas.

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
264-24 Serben	<p>Assessment Model Review for Oil & Gas Property Tax – Letter of Concern</p> <p>That Smoky Lake County provide specific statistics and assessment data from the County’s records within the letter of concern to the Minister of Municipal Affairs, further to the January 11, 2024, Council Motion # 262-24, to write a letter to the Minister of Municipal Affairs to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities.</p>	Finance Manager	<p>The Legislative Services sent an email to the Finance Manager on February 6, 2024 at 2:10 p.m. of the motions made by Council to complete action.</p> <p>There was no letter written because the County does have statistics and data to be able to provide for such a letter, as the province prepares the assessments for these types of properties and the County does not have in-house assessors, therefor there is no way to calculate how the measures affect us.</p>

ACTION LIST:

January 2024 County Council Meeting



January 11, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
271-24 Fenerty	<p>Associated Engineering Alberta Ltd. - Standing Offer Agreement (SOA)</p> <p>That Smoky Lake County Council agree to renew the Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd., for an additional 3-Year term, commencing January 1, 2024, and expiring on December 31, 2026, to benefit the County with streamlined procurement, efficiency and timelines, cost saving, consistent quality, long-term partnerships, flexibility and adaptability, and reduced administrative burden, when engaging Associated Engineering Alberta Ltd. to provide any of the following services:</p> <ul style="list-style-type: none"> ■ Engineering Consultation and Studies ■ Asset Management, ■ Engineering Pre-Design and Design, ■ Project Management, ■ Construction Management, Administration, and Inspection, ■ Post-Construction Services, and ■ General Advisory Services. 	Interim Chief Administrative Officer	<p>The Standing Offer Agreement (SOA) was executed by the Interim CAO and witnessed by Patti and emailed to Ryan Krausher, Associated Engineering Alberta on January 17, 2024 at 1:29 PM</p> <p>“Standing Offer Agreement” for the County expired on December 31, 2023. Current agreement is 3-year extension from Year 2024 to December 31, 2026</p>
272-24 Gawalko	<p>Community Organization Property Tax Exemption Regulation (COPTER) Request</p> <p>That Smoky Lake County deny the request from the not-for-profit, Métis Crossing Experience Company, to support Metis Crossing Limited’s application under Alberta’s Community Organization Property Tax Exemption Regulation (COPTER) for property tax roll 17581251, legally described as River Lot 12-58-17-W4, due to the data in respect to the said property being unquantifiable to justly determine an amount of percentage for assessment exemption.</p>	Finance Manager	<p>An email was sent to Juanita Marois on January 11, 2024 at 4:01 p.m. in regards to Motion 272-24 and expressed that Council is not completely opposed to providing at least some degree of exemption. Council and Administration struggled with finding a percentage of exemption that could comfortably be justified to everyone. I suggest we chat about it sometime and perhaps another application can be considered in the future.</p>

ACTION LIST:

January 2024 County Council Meeting



January 25, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
280-24 Fenerty 7.1	Wetland Replacement Program Memorandum of Understanding) That Smoky Lake County Council decline to enter into a new Memorandum of Understanding with Alberta Environment and Protected Areas, with respect to the Wetland Replacement Program, and to allow the existing MOU between the County and Environment and Parks lapse, due to the lack of interest amongst County residents to participate in the Program, and due to limited County resources to investigate potential projects.	Legislative Services	No action. The existing Memorandum of Understanding to lapse as per motion 280-24.
281-24 Halisky 7.2	Solid Waste Association of America (SWANA) Northern Lights Chapter ReForum That Smoky Lake County Council and relevant administration who can attend - attend the SWANA (Solid Waste Association of America) Northern Lights ReForum 2024 Conference, scheduled for May 29 – 31, 2024, in Delta Hotels Saskatoon Saskatchewan.	Environment and Parks Manager	No action taken – due to other meetings and commitments. Council and administration will not be attending.
282-24 Cere 7.3	Alberta Coordinated Action for Recycling Enterprises (CARE) Conference That Smoky Lake County Council and relevant administration who can attend - attend the 13 th Alberta CARE (Coordinated Action for Recycling Enterprises) Annual Spring Conference 2024, scheduled for February 28, 2024, to March 1, 2024, in Camrose, Alberta.	Environment and Parks Manager	No action taken – due to other meetings and commitments. Council and administration will not be attending.
283-24 Cere 7.4	January 2024 Request for Donation – Mighty Moose Miles Endurance Ride That Smoky Lake County Council approve to provide funds in the amount of \$200.00, plus County Promotional Items, to sponsor the 'Mighty Moose Miles' endurance ride scheduled for April 19-21, 2024, within Smoky Lake County; in response to the letter received from Irene van der Kloet, dated January 10, 2024, requesting sponsorship of same.	Legislative Services	Legislative Services sent an email to Lonnie to process payment and Meaghan to put together some swag (bandana masks) on January 25, 2024 at 9:43 A.M. Cheque # 54054 in the amount of \$200.00 was issued on February 8, 2024 to Endurance Riders of Alberta.

ACTION LIST:

January 2024 County Council Meeting



January 25, 2024												
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION									
<p>284-24 Halisky</p> <p>7.5</p>	<p>Policy Statement No. 02-11-15: Peace Officer: Annual Reporting That Smoky Lake County Policy Statement No. 02-11-15: Peace Officer: Annual Reporting, be amended, and forego the “Public Participation” process due to the Annual Reporting being legislatively controlled through the Public Security Peace Officer Program.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Title: Clubroot</td> <td>Policy No.: 12-04</td> </tr> <tr> <td>Section: 62</td> <td>Code: P-S</td> <td>Page No.: 1 of 3</td> </tr> <tr> <td>Purpose:</td> <td colspan="2">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>.</td> </tr> </table>	Title: Clubroot		Policy No.: 12-04	Section: 62	Code: P-S	Page No.: 1 of 3	Purpose:	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> .		<p>Peace Officer</p>	<p>On February 1, 2024 at 11:02 AM the Peace Officer: Annual Reporting Policy - Statement No. 02-11-15 along with the Traffic Safety Plan - Policy Statement No. 02-12-04 was sent to the Peace Officer Program at email: peaceofficerinfo@gov.ab.ca</p>
Title: Clubroot		Policy No.: 12-04										
Section: 62	Code: P-S	Page No.: 1 of 3										
Purpose:	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> .											



ACTION LIST:

February 2024 County Council Meetings

February 8, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
327-24: Céré	<p>Advertising Billboards on County-Owned Land</p> <p>That Smoky Lake County Council, subject to approval through the Development Permit process and compliance with any conditions therein, grant permission to Brock Boards to erect three 8' x 12' V-shaped advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, commonly described as adjacent to Highway 28 and north of the Town of Smoky Lake, and enter into an advertising agreement with Brock Maschmeyer, Owner of Brock Boards, for the County to receive 20% of any revenue generated from the billboards at the said location.</p>	Planning & Development	Development Permit DP-007-24 was issued on February 26, 2024 and the County has entered into a 5-Year Revenue Sharing agreement that stipulates 20% of the revenue generated from the billboards will be paid to the County.
328-24: Céré	<p>Bylaw No. 1454-24: Off Highway Vehicles</p> <p>That Smoky Lake County Bylaw No. 1454-24: Off Highway Vehicles (OHV), for the purpose of regulating the operation of off-highway vehicles in Smoky Lake County and to provide enforceable OHV restrictions for fire prevention, be given FIRST READING; and provide public notice in accordance with Policy Statement No. 01-51: Public Participation, for public input.</p>	Legislative Services	<p>The Invitation for Public Participation NOTICE of the following:</p> <p>Proposed Bylaw: Bylaw No. 1454-24: Off-Highway Vehicle Control</p> <p>Purpose of proposed Bylaw No 1454-24 is to regulate the operation of off-highway vehicles in Smoky Lake County and to enable enforcement of OHV fire prevention.</p> <p>Was sent to the Redwater Review on February 13, 2024 at 10:42 A.M. at redwaterreview@gmail.com as ¼ in size and full color.</p> <p>Public Participation advertising for Bylaw 1454-24 has been posted in the following places:</p> <ul style="list-style-type: none"> - Added to the Smoky Lake County website- February 13, 2024 - Ad emailed (on February 13, 2024) to the Redwater Review for publishing the week of February 19, 2024 - Featured in the March edition of the Smoky Lake County Grapevine (that will be published the week of February 26, 2024) - Scheduled to appear on social media on February 13, 21 and 27, 2024 <p>Second and Third Reading was given on March 7, 2024 by Council Motion #405-24.</p>

ACTION LIST:

February 2024 County Council Meetings



February 8, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
329-24: Fenerty	<p>Bylaw No. 1455-24: Corridor Regulation</p> <p>That Smoky Lake County Bylaw No. 1455-24: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given FIRST READING....be given THIRD & FINAL READING, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.</p>	Legislative Services & Communications	Bylaw Number 1455-24 has been confirmed as executed by the Reeve and Interim Chief Administrative Officer and filed in the Master Bylaw Binder, as well posted on the County website.
330-24: Halisky	<p>Smoky Lake RCMP Detachment</p> <p>That Smoky Lake County acknowledge receipt of the information provided from the Smoky Lake RCMP Detachment titled:</p> <ul style="list-style-type: none"> • Community Policing Report, letter dated January 26, 2024, • Crime Statistics, dated Q4 2019-2023, and • Calls for Service Report, dated January - December, 2023. 	Legislative Services	The information was retained electronically under Municipal File: 2-85
331-24: Céré	<p>Alberta Justice - Empowering Communities to Boost Access to Justice</p> <p>That Smoky Lake County acknowledge receipt of the News Release email received from Alberta Justice, dated January 30, 2024, titled: Empowering Communities to Boost Access to Justice, announcing the Alberta government is investing \$1.2 million into a new one-time grant to support community-based initiatives giving Albertans more options for resolving criminal, family and civil justice matters outside the courtroom.</p>	Legislative Services	The News Release information was retained electronically under Municipal File: 2-82
332-24: Halisky	<p>Federation of Alberta Gas Co-ops Ltd.</p> <p>That Smoky Lake County acknowledge receipt of the letter received from the Federation of Alberta Gas Co-ops Ltd., dated January 30, 2024, providing written notice of Smoky Lake County Natural Gas System's Year-2024 Operations & Maintenance (O&M) Audit, being scheduled to commence on May 6, 2024, to be conducted by a Federation of Alberta Gas Co-ops Ltd. O&M Auditor.</p>	Natural Gas	<p>Acknowledged for Operational purposes to complete the Year 2024 Operations and Maintenance (O&M) Audit of the Smoky Lake Natural Gas System.</p> <p>Retained under Municipal File: 14-12</p>

ACTION LIST:

February 2024 County Council Meetings



February 8, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
333-24: Gawalko	<p>MA Notice of New Alberta Codes Editions Coming into Force</p> <p>That Smoky Lake County acknowledge receipt of the bulletin received from the Municipal Affairs, dated January 2024, providing notice of the new Alberta codes editions coming into force May 1, 2024:</p> <ul style="list-style-type: none"> • National Building Code - 2023 Alberta Edition, • National Fire Code - 2023 Alberta Edition, and the • National Energy Code of Canada for Buildings 2020. 	Planning & Development	<p>Retained for information and references purposes as acknowledged.</p> <p>Electronically filed - Digital File: 1-203</p>
334-24: Serben	<p>Inside Outside Studios Inc. County Map Sales Annual Report</p> <p>That Smoky Lake County acknowledge receipt of the 2023 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: “iHunter Alberta”, reporting a total of 345 maps sold in Year-2023, which generated a royalty revenue to the County in the amount of \$2,957.92; and deny permission to increase the end user map pricing from the amount of \$14.99 to \$19.99 per map, in response to the correspondence from Mark Stenroos of Inside Outside Studios Inc., dated January 12, 2024.</p>	Legislative Services	<p>Motion # 334-24 was rescinded by Council on February 22, 2024 with Motion 372-24, as the User Map Fee was already established to be \$19.99 per map.</p>
335-24: Fenerty	<p>NWST Charitable Foundation – Tree Tribe Initiative Proposal for Free Tree Planting</p> <p>That Smoky Lake County request further information in respect to the email from Harpreet Kaur, NWST Charitable Foundation, dated January 23, 2024, proposing an initiative to enhance the preservation of nature by planting trees, free of cost; and defer the decision to participate or not to a future meeting after more information is received.</p>	Environment & Parks	<p>Motion was defer for further information discussion on February 22, 2024.</p> <p>Council passed Motion 383-24 on February 22, 2024 to NOT participate, as the County’s suitable areas to engage this initiative are already being planted through North East-Corr Ltd.</p>
336-24: Céré	<p>Village of Andrew’s Letter of Apology to JMD Group LLP</p> <p>That the copied letter received by Smoky Lake County, to JMD Group LLP Chartered Professional Accountants from the Village of Andrew, dated January 20, 2024, confirming the Village’s re-engagement with JMD Group LLP to complete their Year-2022 audit, and apologizing for the unfounded and unprofessional negative statements and criticisms made by the Village’s former Chief Administrative Officer in respect to JMD Group’s audit services in the spring 2023, be filed information.</p>	Legislative Services	<p>Information retained for reassurance of JMD Group LLP, as they are currently Smoky Lake County’s auditor.</p> <p>Municipal File: 11-10</p>

ACTION LIST:

February 2024 County Council Meetings



February 8, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
337-24: Halisky	<p>Minister of Health – Doctors in Smoky Lake</p> <p>That Smoky Lake County Council respond to the email received from the Minister of Health, dated January 26, 2024, with a subject line of: “Doctors Smoky Lake”, to request clarification in respect to the following sentence within the said email: “I am happy to share that, in addition to Dr. Esterhuizen, one physician started practice in July 2023, three physicians are undergoing their CPSA assessment and are expected to begin practice soon, and one physician is waiting to begin their CPSA assessment later this year.”.</p>	Legislative Services	<p>Dated January 26, 2024, requesting clarification</p> <p> Jered Serben To: healthminister@gov.ab.ca Cc: martin.long@assembly.ab.ca; Patti Priest; Linda Fenerty; Athabasca.Barrhead.Westlock@assembly.ab.ca Thu 2024-05-30 11:48 AM</p> <p>Good morning Minister LaGrange,</p> <p>I'm writing you today to seek clarification and confirmation from your letter dated January 26th, 2024. Smoky Lake County Council acknowledged receipt of your letter at our February 8th regular Council meeting.</p> <p>We request clarification of the following excerpt:</p> <p>"Regarding physician recruitment to Smoky Lake, AHS is actively supporting physician sponsorship positions for the Smoky Lake area. I am happy to share that, in addition to Dr. Esterhuizen, one physician started practice in July 2023, three physicians are undergoing their CPSA assessment and are expected to begin practice soon, and one physician is waiting to begin their CPSA assessment later this year."</p> <p>Will there be additional physicians starting practice in Smoky Lake and if so, out of what location? As far as we understand Dr. Esterhuizen is the only active recruit and is waiting for the CPSA to complete her final assessment prior to working.</p> <p>Below is the letter of reference from January 26th, 2024.</p> <p>Re: Doctors in Smoky Lake</p> <p> Lorne Halisky To: Jered Serben Cc: Patti Priest; Lydia Cielin Tue 2024-05-28 2:34 PM</p> <p> You replied to this message on 2024-05-28 2:42 PM.</p> <p>Hi Patti/all, I didn't by email but I verbally asked this question when we meet with Nichole Williams the Health Minister's Chief of Staff she said that she believes it was for the Region which includes Saddle Lake etc.</p> <p>Lorne</p> <p>On May 28, 2024 2:19 p.m., Jered Serben <jserben@smokylakecounty.ab.ca> wrote:</p> <p>I did not since we were still transitioning in and out of specific committees.</p> <p>Since I have been recently speaking with MLA Van Dijken, Rowswell and have reached out to MLA Yao's office and am awaiting confirmation for a meeting with Parliamentary secretary, Martin Long, perhaps responding to her email asking for clarification and cc'ing the above mentioned, will be beneficial to the group.</p> <p>Jered</p>

ACTION LIST:

February 2024 County Council Meetings



February 8, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
345-24: Gawalko	<p>Vehicle Damage Claim Denied</p> <p>That Smoky Lake County Council take no action by denying the claim received in accordance with County Policy Statement No. 14-A10-01, from a Member of the Public, under County File No. VDC-2024-01, dated January 25, 2024, requesting reimbursement in the amount of \$419.00, for personal vehicle damages claimed to have been caused by a 10” rock protruding from the road within the Hillside Acres Subdivision, on January 23, 2024.</p>	Legislative Services	<p>A letter signed by the Interim CAO with and copy of Motion #345-24 was provided to the requestor on February 12, 2024, including the following: “It is not uncommon for vehicles to incur damage while travelling on rural municipal roads and Smoky Lake County occasionally receives requests to pay for such damages. That is why Council adopted Policy 14A-10-01 on June 16, 2016; to deal with each claim in a fair and equitable manner.</p> <p>The County Safety Officer and Council reviewed your submission and have concluded that the damage incurred to your vehicle is in no way due to Smoky Lake County being negligent, and therefore is not responsible for the damage sustained. For that reason, your claim is denied.</p> <p>Safety is a priority for Smoky Lake County. We appreciate that those travelling our roads act as our “eyes” to bring safety concerns to our attention so that they may be addressed in a timely manner. If you have a safety concern, or see any area in our county that requires attention, please contact us.”</p> <p>The letter has been filed under Municipal File: 3-74</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
354-24 Serben	<p>Lakeland Agricultural Research Association Funding</p> <p>That Smoky Lake County acknowledge the Lakeland Agricultural Research Association (LARA) Board removed the option to purchase individual memberships to LARA at their meeting held on February 5th, 2024, and therefore the recommendation made by the Agricultural Service Board (ASB) on December 12, 2023, 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) and have the Smoky Lake County ASB provide in-house extension event(s), is no longer an option.</p>	Agricultural Fieldman	<p>Information on Lakeland Agricultural Research Association on Operations update was retained for information.</p> <p>Electronically filed - Municipal File: 62-9</p>
355-24: Gawalko	<p>Lakeland Agricultural Research Association Funding</p> <p>That Smoky Lake County provide a municipal contribution in the amount of \$55,000.00 towards the Lakeland Agricultural Research Association (LARA) Year-2024 Operating Budget and enter into an agreement to allow Smoky Lake County producers access to LARA's Year-2024 environmental and extension programming.</p>	Agricultural Fieldman & Finance	<p>EFT #1344, issued on April 18, 2024, in the amount of \$55,000.00, to Lakeland Agricultural Research Association.</p> <p>The Lakeland Agricultural Research Association (LARA) Agreement was executed on April 16, 2024 with Alyssa Krawchuk, Executive Director.</p> <p>Digital file – Municipal File: 62-9</p>
356-24: Céré	<p>Lakeland Agricultural Research Association Funding</p> <p>That Smoky Lake County request detailed historical information from Lakeland Agricultural Research Association (LARA) in respect to the number of LARA events held in Smoky Lake County and the number of Smoky Lake County producers who attended any LARA event, as well as all relevant information which validates Smoky Lake County providing municipal funds to LARA.</p>	Agricultural Fieldman	<p>The Agricultural Fieldman provided Council's request for action LARA in February and followed up with LARA by email on May 29, 2024, as the information has yet to be provided.</p>
357-24: Fenerty	<p>In-House Extension Programming</p> <p>That Smoky Lake County's Agricultural Fieldman bring forward options for providing environmental and extension programming specific to Smoky Lake County Producers in Year-2025, for consideration in October 2024.</p>	Agricultural Fieldman	<p>The Agricultural Fieldman is working on a proposal to bring forward in October 2024, which may or may not include: ASB equipment rentals, shelterbelt tree program, and other concepts to potentially fulfill in-house extension programming.</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024									
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358-24: Halisky	<p>Agricultural Services Board Business Plan</p> <p>That Smoky Lake County Council amend Policy Statement No. 62-10-09: Agricultural Service Board Business Plan 2024, to include changes made to Policy Statement No. 62-28-06 Mowing Program, and the fulltime Animal Control Technician position, as recommended by Smoky Lake County's Agricultural Service Board, on December 12, 2023, Motion #ASB08-23, to be as follows: *see minutes for policy*</p>	Legislative Services	<p>Policy Statement No. 62-10-09: Agricultural Service Board Business Plan 2024 was forwarded to the municipal clerk to incorporate into the Policy "Governance" Manual.</p> <p>Policy Memo to all staff was sent on February 27, 2024 at 3:23 P.M.</p> <p>Forward to Communication Department on February 27, 2024 at 2:20 P.M. to posted on the website. Confirmed by Communication on February 27, 2024 at 2:38 P.M. – posted.</p>						
359-24: Halisky	<p>Northlands Farm Family Award – Division 4</p> <p>That Smoky Lake County Council identify a Farm Family in Division 4, in accordance with Policy Statement No. 62-22- 06: Northlands Farm Family Award, and prior to the nomination deadline of June 30, 2024, to be nominated for the Year-2024 Farm Family Award.</p>	Agricultural Fieldman	<p>March 7, 2024, Council Motion #411-24, nominated Jason and Tina Senetzas' family from Division 4, to receive the Year-2024 Farm Family Award.</p> <p>However, as per the April 11, 2024, Council Motion #503-24, Explore Edmonton, announced their decision to forgo the Farm Family Awards program in Year-2024, in their letter dated March 15, 2024.</p>						
360-24: Halisky	<p>Requests for Donations</p> <p>That Smoky Lake County provide funding in the amount of \$500.00 towards the 7th Annual Randy Russ Memorial Barrel Race, scheduled for August 4-5, 2024, in Bellis, Alberta; as a Silver Sponsorship, in response to the letter request received from Anne-Marie Russ, dated February 2024; and recommend the County Agricultural Department provide assistance by providing names for potential speakers at the said event; and provide County promotional items in accordance with Policy Statement No. 01-37-02: Promotional Items.</p>	Finance	<p>Cheque #54115, issued on February 28, 2024, in the amount of \$500.00, to Bellis Veterinary Services.</p> <p>A copy of the County Logo was provided by email to Anne-Marie Russ on May 28, 2024.</p>						
361-24: Céré	<p>FCSS Grant Funding to Warspite Community Hall Association</p> <p>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:</p> <table border="1" data-bbox="226 1235 942 1330"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Warspite Community Hall Association</td> <td>Volunteer Appreciation</td> <td>\$2,000.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Warspite Community Hall Association	Volunteer Appreciation	\$2,000.00	Finance	<p>Cheque Number 54145, issued on February 28, 2024, in the amount of \$2,000.00, to Warspite Community Hall Association.</p>
Community Group	Eligibility	Funding							
Warspite Community Hall Association	Volunteer Appreciation	\$2,000.00							

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024									
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION						
361-24: Céré	<p>FCSS Grant Funding to Town of Smoky Lake Library Board 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:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">Community Group</th> <th style="background-color: #cccccc;">Eligibility</th> <th style="background-color: #cccccc;">Funding</th> </tr> </thead> <tbody> <tr> <td>Town of Smoky Lake Library Board</td> <td>2024 Family Programing</td> <td>\$6,500.00</td> </tr> </tbody> </table> <p>and recommend the Town of Smoky Lake to match or exceed the funding.</p>	Community Group	Eligibility	Funding	Town of Smoky Lake Library Board	2024 Family Programing	\$6,500.00	Finance	<p>Cheque #54140, issued on February 28, 2024, in the amount of \$6,500.00, to Smoky Lake Public Library.</p> <p>Legislative Services did forward an email on February 22, 2024 at 11:03 A.M. incorporating Councils motion to CAO Smoky Lake, Crystal Letwin (finance@smokylake.ca) and Barb Tywoniuk; c.c. Lydia Cielin and Brenda Adamson</p> <p>A Motion to take no action was passed by the Town on March 18, 2024.</p>
Community Group	Eligibility	Funding							
Town of Smoky Lake Library Board	2024 Family Programing	\$6,500.00							
363-24: Halisky	<p>Assessment Review Board Appointments That Smoky Lake County, in accordance with Bylaw No. 1417-22: Assessment Review Board, appoint members to the Assessment Review Board (ARB) for Year-2024, as follows: Raymond Ralph, as the ARB Chairperson, Gerryl Amarin, as the Certified ARB Clerk, and Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier, and Raymond Ralph, as the ARB Certified Panelists.</p>	Finance	<p>The Finance Manager forwarded a copy of Motion #363-24 to the Certified ARB Clerk: Gerryl Amarin, for reference, on February 22, 2024.</p> <p>The appointments are documented so that if an assessment appeal is received, the Capital Region Assessment Services Commission (CRASC) can manage the hearing for Smoky Lake County</p>						
366-24: Gawalko	<p>Bylaw No. 1456-24: Aggregate Extraction Business License That Smoky Lake County Bylaw No. 1456-24: Aggregate Extraction Business License, for the purpose of establishing a fee schedule based on the type of business and the amount of productivity for the following businesses: Gravel Crushing, Aggregate Hauling, Concrete Batching Plant, or Asphalt Batching Plant, be given FIRST READING, and forego Public Participation as there is no significant change except for under Schedule "B" to raise the Class "P" Batching Plants Fee to the amount of \$500.00 from the amount of \$200.00, and clarify the Class "1" Tonne threshold amount to "1 – 2,500" from "0 – 2,500"... ...be given THIRD & FINAL READING, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.</p>	Legislative Services	<p>Bylaw No 1456-24 has been confirmed as signed by the Reeve and the Interim Chief Administrative Officer.</p> <p>Bylaw was filed in the vault in the Bylaw Master Binder and posted to the website.</p>						

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
<p>367-24: Fenerty</p>	<p>PatientFirst Letter Writing Campaign That Smoky Lake County promote the “PatientsFirst” Letter Writing Campaign on social media and Grapevine to encourage residents and stakeholders to participate in the campaign, with the intent of removing red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region, as recommended at the Physicians and Healthcare Professional Committee Meeting held on February 7, 2024.</p>	<p>Legislative Services</p>	<p>Information was email by Town of Smoky Lake Legislative Services on February 14, 2024 providing the County with all the Campaign materials.</p> <p>The Campaign was advertised on social media, February 22 & 27 and March 5; posted on the Smoky Lake County website as a ‘Notice’ on February 22; and promoted in the March Grapevine, to be published in the Redwater Review the week of February 26, 2024.</p> <p>Forwarded by email on February 22, 2024 at 11:09 A.M. to the Town of Smoky Lake, Managing Partners of the Physicians and Health Care Professionals</p>
<p>368-24: Halisky</p>	<p>College of Physicians and Surgeons That Smoky Lake County submit a letter to the College of Physicians and Surgeons, Government of Alberta Minister of Health to advocate removing the red tape hindering attraction and retention of physician and healthcare professionals, affecting the George Mc Dougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Regions.</p>	<p>Legislative Services And Interim CAO</p>	<p>Letter to be submitted to the College of Physicians and Surgeons was NOT created.</p> <p>Administration required feedback to the contents of the letter. The Reeve has a meeting scheduled on June 11, 2024 at 9:00 with MLA Marin Long in respect with Healthcare in Smoky Lake County.</p> <p>Awaiting further directions on how to proceed with this letter.</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024


MOTION NO.	RESOLUTION	DEPARTMENT	ACTION																																																																	
<p>369-24: Serben</p>	<p>Physicians & Health Care Professionals Year-2024 Budget</p> <p>That Smoky Lake County approve the Year-2024 Budget for the Smoky Lake Region's Physicians & Health Care Professionals Committee, as recommended at the Physicians & Health Care Professionals Committee meeting held on February 7, 2024, by Motion #15-2024, with the following cost-sharing percentage funding formula:</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Municipality</th> <th>Percentage</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake County</td> <td>61%</td> <td>\$ 14,640.00</td> </tr> <tr> <td>Town of Smoky Lake</td> <td>26%</td> <td>\$ 6,240.00</td> </tr> <tr> <td>Village of Vilna</td> <td>7%</td> <td>\$ 1,680.00</td> </tr> <tr> <td>Village of Waskatenau</td> <td>6%</td> <td>\$ 1,440.00</td> </tr> <tr> <td>Year-2024 Doctor RETENTION Total Budget:</td> <td></td> <td>\$ 24,000.00</td> </tr> </tbody> </table>	Municipality	Percentage	Amount	Smoky Lake County	61%	\$ 14,640.00	Town of Smoky Lake	26%	\$ 6,240.00	Village of Vilna	7%	\$ 1,680.00	Village of Waskatenau	6%	\$ 1,440.00	Year-2024 Doctor RETENTION Total Budget:		\$ 24,000.00	<p>Legislative Services</p>	<p>Information provided to Council through R027-24 Info Release February.26,2024:</p> <p>History: <u>Doctor Recruitment and Retention - Budget</u> Known as <i>Physicians and Healthcare Professionals Committee</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: red; color: white;">History</th> <th style="background-color: red; color: white;">Question: From Council</th> </tr> </thead> <tbody> <tr> <td> <p><u>On March 17, 2009</u> Regional Physician Recruitment: On Call Duties (Locum Coverage)</p> </td> <td> <p>That Smoky Lake County support the Regional Physician Recruitment and Retention Committee's recommendation and provide invoice reimbursement to a maximum of \$24,000.00 for on-call duties based upon a municipal population cost-sharing formula.</p> </td> </tr> <tr> <td> <p>NOTE: This budget also includes: Appreciation Expenditures (Golf Passes and Gift Baskets, etc.)</p> </td> <td> <p>Every year all municipalities passed a motion based on \$24,000.00 allocated as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Municipality</th> <th>Percentage</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake County</td> <td>52%</td> <td>\$12,480.00</td> </tr> <tr> <td>Town of Smoky Lake</td> <td>22%</td> <td>\$ 5,280.00</td> </tr> <tr> <td>Village of Vilna</td> <td>6%</td> <td>\$ 1,440.00</td> </tr> <tr> <td>Village of Waskatenau</td> <td>5%</td> <td>\$ 1,200.00</td> </tr> <tr> <td>Thorhild County</td> <td>15%</td> <td>\$ 3,600.00</td> </tr> <tr> <td>Total</td> <td>100%</td> <td>\$24,000.00</td> </tr> </tbody> </table> <p>Annually, and any surplus be transferred into Reserve.</p> </td> </tr> <tr> <td> <p><u>June 26, 2018</u> Letter: dated May 9, 2018 from Thorhild County Reeve, Kevin Grumetza to Craig Lukasuk, Doctor Retention and Recruitment regarding the membership withdrawal of the Doctor Retention and Recruitment Committee by resolution 221-2018.</p> </td> <td> <p>That Smoky Lake County approve the new Doctor Retention and Recruitment Committee Budget Funding Formula (due to the membership withdrawal of Thorhild County dated May 9, 2018 – Motion 221-2018 from the Doctor Retention and Recruitment Committee – Smoky Lake Region); and be based on the following cost-sharing percentage:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Municipality</th> <th>Percentage</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake County</td> <td>61%</td> <td>\$14,640.00</td> </tr> <tr> <td>Town of Smoky Lake</td> <td>26%</td> <td>\$ 6,240.00</td> </tr> <tr> <td>Village of Vilna</td> <td>7%</td> <td>\$ 1,680.00</td> </tr> <tr> <td>Village of Waskatenau</td> <td>6%</td> <td>\$ 1,440.00</td> </tr> <tr> <td>Total</td> <td>100%</td> <td>\$24,000.00</td> </tr> </tbody> </table> <p>to reflect an additional total increase in the amount of \$2,160.00 for the County from 52% total of \$12,480.00 to the new formula of 61% total of \$14,640.00, as per recommendations received from the Doctor Retention and Recruitment Committee meeting held on June 26, 2018.</p> </td> </tr> </tbody> </table> <p>Council, this information provides clarification on Smoky Lake County's budget contribution towards the Doctor Retention and Recruitment Committee (previously known), as requested from February 22, 2024 Council Meeting.</p> <p>If you need further information, please reach out.</p> <p>Respectfully, Lydia Ciellin Interim Chief Administrative Officer</p>	History	Question: From Council	<p><u>On March 17, 2009</u> Regional Physician Recruitment: On Call Duties (Locum Coverage)</p>	<p>That Smoky Lake County support the Regional Physician Recruitment and Retention Committee's recommendation and provide invoice reimbursement to a maximum of \$24,000.00 for on-call duties based upon a municipal population cost-sharing formula.</p>	<p>NOTE: This budget also includes: Appreciation Expenditures (Golf Passes and Gift Baskets, etc.)</p>	<p>Every year all municipalities passed a motion based on \$24,000.00 allocated as follows:</p> <table border="1" style="width: 100%; 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<p><u>June 26, 2018</u> Letter: dated May 9, 2018 from Thorhild County Reeve, Kevin Grumetza to Craig Lukasuk, Doctor Retention and Recruitment regarding the membership withdrawal of the Doctor Retention and Recruitment Committee by resolution 221-2018.</p>	<p>That Smoky Lake County approve the new Doctor Retention and Recruitment Committee Budget Funding Formula (due to the membership withdrawal of Thorhild County dated May 9, 2018 – Motion 221-2018 from the Doctor Retention and Recruitment Committee – Smoky Lake Region); and be based on the following cost-sharing percentage:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Municipality</th> <th>Percentage</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake County</td> <td>61%</td> <td>\$14,640.00</td> </tr> <tr> <td>Town of Smoky Lake</td> <td>26%</td> <td>\$ 6,240.00</td> </tr> <tr> <td>Village of Vilna</td> <td>7%</td> <td>\$ 1,680.00</td> </tr> <tr> <td>Village of Waskatenau</td> <td>6%</td> <td>\$ 1,440.00</td> </tr> <tr> <td>Total</td> <td>100%</td> <td>\$24,000.00</td> </tr> </tbody> </table> <p>to reflect an additional total increase in the amount of \$2,160.00 for the County from 52% total of \$12,480.00 to the new formula of 61% total of \$14,640.00, as per recommendations received from the Doctor Retention and Recruitment Committee meeting held on June 26, 2018.</p>	Municipality	Percentage	Amount	Smoky Lake County	61%	\$14,640.00	Town of Smoky Lake	26%	\$ 6,240.00	Village of Vilna	7%	\$ 1,680.00	Village of Waskatenau	6%	\$ 1,440.00	Total	100%	\$24,000.00																																																	
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This was incorporated and approved in the 2024 County Budget.

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
370-24: Halisky	<p>Rural Health Professions Action Plan's (RhPAP) Rhapsody Award</p> <p>That Smoky Lake County provide a letter of support to the Town of Smoky Lake, Managing Partner of the Physicians and Health Care Professionals Committee, for their application to the 2024 Rural Health Professions Action Plan's (RhPAP) Rhapsody Award for the Rural Health-Care Heroes to nominate Dr. Anton Raubenheimer, Dr. Stephan Raubenheimer and Dr. Hendrick Lourens, as well as their dedicated staff, at the Raubenheimer Medical Clinic in Smoky Lake and at the Vilna Medical Centre in Vilna.</p>	Legislative Services	<p>Letter provided on February 23, 2024:</p> <p>RhPAP Award Selection Committee Suite 416, 9707-110 Street NW Edmonton, AB T5K 2L9</p> <p>Dear Selection Committee,</p> <p>On behalf of Smoky Lake County Council, I am pleased to offer this letter, as per my Council's February 22, 2024, Resolution #370-24, in support of the 2024 RhPAP Rhapsody Award nomination of: Doctor Anton Raubenheimer, Doctor Stephan Raubenheimer, Doctor Hendrick Lourens, and the Medical Clinic Support Staff, from the Raubenheimer Medical Clinic in Smoky Lake and Vilna Medical Centre.</p> <p>The Doctors and their clinic staff truly represent Alberta rural health excellence, and have made significant contributions to both health care and community health in the Smoky Lake Region for more than 28 years. This long-term service is rare in urban clinics, never the less in rural settings. Our healthcare heroes are active members of our community and they have shown long dedication and commitment extending well beyond healthcare, while serving the challenging demands of working in the medical profession.</p> <p>Because of their support and collaboration, we benefit from various health care initiatives that were lost or inaccessible in our region before. Such as conducting in-person rounds to visit their patients and review their status and care plans at our local senior and assisted living facilities. And working with Lakeland Primary Care Network to bring in specialized medical services not provided in the clinic.</p> <p>Smoky Lake County is truly thankful for their contributions and we are elated to offer our enthusiastic support for their nomination as healthcare heroes.</p> <p>Yours truly,</p>  <p>Interim Chief Administrative Officer</p>
371-24: Halisky	<p>Smoky Lake County Strategic Plan 2023 – 2025 Progress Update</p> <p>That Smoky Lake County Council accept the Strategic Plan 2023-2025 Progress Priorities update for 2023, for information.</p>	Legislative Services	<p>The progress report was posted for the public to the County's website, under: https://www.smokylakecounty.ab.ca/p/strategic-plan</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
372-24: Céré	<p>Inside Outside Studios Inc. – iHunter Alberta App – Map Sales in 2023</p> <p>That Smoky Lake County Council rescind the February 8, 2024, Motion #334-24; and acknowledge receipt of the 2023 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: “iHunter Alberta”, reporting a total of 345 maps sold in Year-2023, which generated a royalty revenue to the County in the amount of \$2,957.92, with a map sale price in the amount of \$19.99, as per the correspondence received from Mark Stenroos of Inside Outside Studios Inc., dated January 12, 2024.</p>	Legislative Services	<p>Motion #334-24 was rescinded because the price had already been increased and it was not an option to “deny” it.</p> <p>Council had already approved to increase the price to \$19.99 last year in 2023, as per the February 15, 2023, Council Motion #377-23. Therefore, Motion #334-24 which was passed at the February 8, 2024 Council Meeting (to NOT increase the price from \$14.99 to \$19.99) is invalid and was rescinded.</p>
373-24: Fenerty	<p>Management Policy 1-M-45-01: Waste Management Operator</p> <p>That Smoky Lake County acknowledge receipt of the Management Policy 1-M-45-01: Waste Management Operator for information purposes: *see minutes for policy*</p>	Legislative Services	<p>This policy has been confirmed as posted to the Website and incorporated into the Management Policy Manual under section 1 as a Job Description.</p>
374-24: Céré	<p>Métis Nation of Alberta (MNA) – Letter of Support</p> <p>That Smoky Lake County approve action taken in providing the Métis Nation of Alberta (MNA) with a Letter of Support for the Métis Nation of Alberta 2024 Emerald Nomination for Environmental Excellence in respect to their Solar Farm Project.</p>	Planning and Development	<p>The letter was written by the Planning & Development Manager and signed by the Reeve, to the MNA to the attention of Ron Handerson, Energy & Sustainability Manager, dated February 14, 2024, sent via email.</p> <p>Information retained electronically under Municipal File: 7-25</p>
376-24: Halisky	<p>Cleanfarms Inc.</p> <p>That Smoky Lake County continue to work with agricultural product suppliers to minimize the amount of unwanted pesticide & livestock/animal medication waste entering the landfills and encourage the continuation of storing the items in preparation for the Year-2025 collection program proposed through Cleanfarms Inc. (a non-profit industry stewardship organization helping farmers recycle or properly dispose of waste agricultural plastic and other waste materials generated on farms).</p>	Environment & Parks	<p>As per motion #376-24, the County will continue to work the suppliers through the Environment & Parks Department Manager.</p> <p>Legislative Services advised the Environmental and Parks Department Manager on February 22, 2024 at 1:09 P.M. by email.</p> <p>Information retained electronically under Municipal File: 4-25</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
380-24: Halisky	Village of Vilna – Notice of Sewage Lagoon Release That Smoky Lake County acknowledge receipt of the letter from the Village of Vilna, dated February 7, 2024, providing formal notice in respect to the release of the Vilna sewage lagoon due to an unanticipated breach of the lagoon caused by a failed gate valve and allowing sewage outflow into the designated channel, to empty the lagoon and repair the valve, effective February 7, 2024, and to be completed by February 21, 2024.	Legislative Services	No Action required. For awareness purposes about our neighboring municipality: Village of Vilna. Information retained electronically under Municipal File: 1-115
381-24: Halisky	Alberta Public Safety & Emergency Services, Policing Cost Share That Smoky Lake County remit payment in the amount of \$188,262.00 to the Government of Alberta, for the Policing Cost Share Under the Police Funding Model, calculated on a population of 2,660, as per the letter received from the Acting Assistant Deputy Minister, Alberta Public Safety and Emergency Services, dated January 31, 2024, requesting same.	Finance	Cheque Number 54125, issued on February 28, 2024, in the amount of \$188,262.00, to Government of Alberta Public Safety & Emergency Services.
382-24: Fenerty	Alberta Municipalities – Membership Renewal Invoice for 2024 That Smoky Lake County Council approved to purchase a Year-2024 membership to the Alberta Municipalities, in the amount of \$1,386.00, including GST, as per the email correspondence from Alberta Municipalities, dated January 25, 2024, and invoice #AS202401-052, dated January 18, 2024.	Finance	Cheque Number 54047, issued on February 08, 2024, in the amount of \$1,386.00, to Association of Alberta Municipalities.
383-24: Halisky	NWST Charitable Foundation – Free Tree Planting Proposal That Smoky Lake County Council acknowledge the additional information received from NWST Charitable Foundation, dated February 15, 2024, in accordance with the February 8, 2024, Council Meeting Motion #335-24, in respect to the email from Harpreet Kaur, NWST Charitable Foundation, dated January 23, 2024, proposing an initiative to enhance the preservation of nature by planting trees, free of cost; and acknowledge the County's suitable areas to engage this initiative are already being planted through North East Muni-Corr Ltd., and therefore Smoky Lake County has no capacity to participate.	Environment & Parks	No action required as the County's suitable areas to engage this initiative are already being planted through North East Muni-Corr Ltd.

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
384-24: Céré	<p>MA Grant Meetings at RMA Spring 2024 Convention</p> <p>That Smoky Lake County arrange a meeting for Council and relevant Staff who can attend – to attend a meeting with Municipal Affairs Grant Program Staff on location at the Rural Municipalities of Alberta (RMA) Spring 2024 Convention for one-on-one, 20-minute private meeting on a date and time between Tuesday, March 19th from 9:00 a.m. to 4:00 p.m. and on Wednesday, March 20th from 9:00 a.m. to 12:00 p.m., as per the email correspondence received from Municipal Affairs, dated February 15, 2024; and respond to the said email by the deadline of March 6, 2024, to provide the: discussion topic(s), attendee name(s), and preferred time slot.</p>	Legislative Services	<p>The Finance Manager did attend this meeting.</p> <p>There was no Council from Smoky Lake County in attendance.</p>
385-24: Fenerty	<p>Alberta RCMP Traffic Strategic Plan 2024-2028</p> <p>That Smoky Lake County acknowledge receipt of the Alberta RCMP traffic Strategic Plan 2024-2028 report, aimed to enhance public safety by reducing harm and hazardous behaviour on Alberta roadways through strategic partnerships, enforcement, education and crime reduction initiatives.</p>	Legislative Services	<p>Information was forwarded to the Peace Officer, Tate Murphy on February 22, 2024 at 1:29 P.M. for awareness</p> <p>Information retained electronically under Municipal File: 2-85</p>
386-24: Halisky	<p>Strategic Performance Planning, Smoky Lake Provincial Detachment 2023</p> <p>That Smoky Lake County acknowledge receipt of the K Division Criminal Intelligence, RCMP, report titled: Strategic Analysis and Research Unit, Calls for Service, Strategic Performance Planning, Smoky Lake Provincial Detachment, January – December 2023.</p>	Legislative Services	<p>Retained for information purposes.</p> <p>Electronically file under Municipal File: 2-85</p>

ACTION LIST:

February 2024 County Council Meetings



February 22, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
387-24: Halisky	<p>National Police Federation - Budget Update</p> <p>That Smoky Lake County acknowledge receipt of the email correspondence from the National Police Federation (NFP), dated February 8, 2024, including the NFP's document titled: 2024 Pre-Budget Submission to the Government of Alberta, dated January 2024; and provide a letter in support of equitable investment into the Alberta RCMP, to Premier Smith, as requested.</p>	Legislative Services	<p>March 7, 2024</p> <p style="text-align: right;">Sent Via Email to: premier@gov.ab.ca</p> <p>Office of the Premier 307 Legislature Building 10800 - 97 Avenue Edmonton AB T5K 2B6</p> <p>Dear Premier Smith,</p> <p>The government's renewed interest in supporting public safety across the province is appreciated by my community and others. To ensure that every community across our province has the resources they need to continue to keep the public safe, I'm writing to ask you to include the Alberta RCMP in Budget 2024.</p> <p>As you know, the Commissioner of the RCMP establishes a minimum level of policing in consultation with the Provincial Minister, who then decides if that standard will be met or exceeded per Article 6 of the Provincial Police Service Agreement (PPSA). The number of officers is reviewed annually by the Provincial Minister as part of planning for each upcoming fiscal year. The Provincial Minister can increase the number of Members in the service through Article 5 of the PPSA.</p> <p>We are asking the Government of Alberta to invest \$80 million in our Alberta RCMP in pursuit of hiring an additional 400 new RCMP officers across the province. Our community could specifically benefit from an additional 4 officers from these new positions to allow for 24-hour-7-days/week policing services. The government can utilize the PPSA as described above to request additional personnel that will bolster the safety of Albertans across the province, and we invite you to act on this function.</p> <p>Over the past few years, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under-resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to go towards reinvestment in policing, with a priority on increasing core policing.</p> <p>We need your reassurance that communities served by the RCMP are just as crucial to your government's public safety plans as others. We know that the impact of crime and the number of Albertans needing help aren't limited to the boundaries of Calgary and Edmonton, which is why we are asking you to equitably invest in the Alberta RCMP.</p> <p>Sincerely,</p> <p>Jered Serben, Reeve</p> <p>Cc: Glenn van Dijken, M.L.A. Athabasca-Barrhead-Westlock Athabasca.Barrhead.Westlock@assembly.ab.ca Sgt. Anita Doktor, Detachment Commander, Smoky Lake RCMP Detachment Anita.doktor@rcmp-grc.gc.ca</p>


ACTION LIST:

February 2024 County Council Meetings



February 22, 2024									
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION						
393-24: Halisky	<p>Capital Purchase – Mower and Side Arm to Replace Unit #473 & Unit #474</p> <p>That Smoky Lake County Council amend the interim Year-2024 Capital Budget to accommodate an increased expense in the amount of \$12,000.00 to a total in the amount of \$92,000.00 for the purpose of purchasing a mower and side arm to replace the Agricultural Department’s Unit #473 & Unit #474; and acknowledge receipt the bids received for the said equipment tender for a 15’ REV Rotary Mower and Sidearm as follows:</p> <table border="0"> <tr> <td>Agland</td> <td>\$97,636.96 + GST</td> </tr> <tr> <td>Deerland</td> <td>\$92,000.00 + GST</td> </tr> <tr> <td>Industrial Machine Inc.</td> <td>\$99,920.00 + GST</td> </tr> </table> <p>and award the said tender to Deerland, for the purchase of the said equipment in the amount of \$92,000.00 + GST.</p>	Agland	\$97,636.96 + GST	Deerland	\$92,000.00 + GST	Industrial Machine Inc.	\$99,920.00 + GST	Agricultural Fieldman	<p>The said indicated dollar amount will be reflected in the Capital 2024 Budget of the increase funding.</p> <p>Email of the signed tender document on February 26, 2024 was sent to Deerland Equipment c/o Zenon Gurba at 780-998-3249, confirming acceptance of tender – quote # 30333136 amount for the Degelman Rev 1500 Mower an 1820 Sidearem with warranty of 2 years with contact Ze</p>
Agland	\$97,636.96 + GST								
Deerland	\$92,000.00 + GST								
Industrial Machine Inc.	\$99,920.00 + GST								

Schedule "B"

 SMOKY LAKE COUNTY COUNCIL Acknowledgement – <u>Bylaw 1320-18</u> Code of Conduct	DATE:
	MOTION NUMBER:

I recognize that I have primary responsibility to assure that ethical standards are understood and met so that the public can continue to have full confidence in the integrity of the Council. In recognition of my commitment and dedication to the public that has entrusted me, as a member of Smoky Lake County Council, to provide governance I, _____ promise that I will:

1. Govern my conduct in accordance with the requirements and obligations as set out in the *Municipal Government Act* or any other Act of the Government of Canada or the Province of Alberta as well as the requirements set by any Council Policy, Bylaw, process or rule of order established by Council.
2. Demonstrate the highest standards of personal integrity, honesty and fortitude in all public activities in order to inspire the public confidence and trust in me and the municipality I represent.
3. Devote time, thought and attention to the duties of a Councillor so that I may render effective and knowledgeable service.
4. Consider all available information in making my decisions and, thereafter, abide by and uphold the decision of Council.
5. Treat my fellow councilors, administration and the public with respect, concern, courtesy and responsiveness.
6. Develop and regularly evaluate goals and policies for Smoky Lake County which meet the needs and expectations of the public; and encourage active participation by the public in this process.
7. Work with my fellow Councillors in a spirit of harmony, compassion and cooperation in spite of differences of opinion; and listen to and respect those opinions which may be different than my own.
8. Strive for open and honest communications with my fellow Councillors.
9. Remember that, unless otherwise authorized by Council, I have no individual legal authority outside of a meeting of Council and I must conduct my relationships with staff, the public and the media on this basis.
10. Not use my position to benefit me or any other individual or organization, apart from the total interest of the community; and avoid placing myself in a position where there may be a real or perceived conflict of interest.
11. Not use County funds, property or information for my personal benefit or gain or for the personal gain or benefit of any other individual or organization.
12. Not attempt to exercise individual authority over the corporation.
13. Protect the privileged information to which I have access in the course of my official duties; and maintain the confidentiality of information that is not otherwise available to the public.
14. Neither neglect my personal obligation to the public and my legal obligation to the Province of Alberta, nor surrender these responsibilities to any other person, group or organization.
15. Commit to disclosing to the appropriate authorities and/or to Council any behavior or activity that I become aware of that may qualify as corruption, abuse, fraud, bribery or any other violation of the law or this Policy.
16. Recognize, when interacting with the Chief Administrative Officer or with employee, the lack of authority vested in a Councillor except when explicitly Council authorized.

NOTE: The member of Council acknowledges that a copy of the Bylaw was provided to the member. The signed Schedule "B": Smoky Lake County – **Code of Conduct** form was signed and returned to the Chief Administrative Officer and a duplicate copy was retained by the member.

Dated at the Smoky Lake County Office, in the Province of Alberta, this ____ day of _____, 20__.

Signature

Schedule "C"

OATH OF CONFIDENTIALITY	
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Condition of Service

Oath of Confidentiality

I, _____, do swear that I will execute according to law and to the best of my abilities the duties required of me as Member of Council of the Smoky Lake County and that I will not, without due authorization, disclose or make known any matter or thing which comes to my knowledge by reason of my employment of PUBLIC OFFICE.

Dated this _____ day of _____, 20__.

Elected Council Member

Chief Administrative Officer



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta TOA 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

May 15, 2024

Email: ruralrenewal@gov.ab.ca

Alberta Advantage Immigration Program (AAIP)
Rural Renewal Stream (RRS)
Community Designation Application

Re: Endorsement Letter of Support to become a Designated Community

Smoky Lake County in partnership with Town of Smoky Lake, Village of Vilna, and Village of Waskatenau (being the four municipalities within the "Smoky Lake Region") supports and endorses becoming a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program (AAIP).

The County's endorsement of support was formalized through a resolution of County Council, made on May 9, 2024, under Motion #573-24, which also approved for the Smoky Lake Regional Chamber of Commerce, to be the lead in submitting the Rural Renewal Community Designation Application on our behalf and to act as the Economic Development Organization (EDO) to lead and manage the project as well as to represent our Smoky Lake Region throughout the designation period to fulfill the responsibilities of a Designated Community.

Furthermore, we acknowledge that if our designation is successful, our community's name will be posted on the Government of Alberta website, and if so, we look forward to welcoming newcomers to the community and helping candidates and their families settle into the community to help meet Smoky Lake Region's need for workers and entrepreneurs.

Yours truly,

A handwritten signature in blue ink, appearing to read "Jered Serben", is written over a light blue circular stamp.

Jered Serben,
Reeve,

jserben@smokylakecounty.ab.ca

- Cc. Town of Smoky Lake Mayor, Amy Cherniwchan – amy@smokylake.ca
Village of Vilna Mayor, Leroy Kunyk – kunyk@yahoo.ca
Village of Waskatenau Mayor, Richard Warren – rickwar1@live.ca
Smoky Lake Regional Chamber of Commerce – smokylakeregionalchamber@gmail.com

May 15, 2024

Alberta Advantage Immigration Program (AAIP)
Rural Renewal Stream (RRS)
Community Designation Application

Sent via email to ruralrenewal@gov.abv.ca

Re: Letter of Support for the Rural Renewal Stream (RRS)

On behalf of the Town of Smoky Lake, please accept this letter of support to become a Designated Community under the Rural Renewal Stream through the Alberta Advantage Immigration Program and approve the Smoky Lake Chamber of Commerce to submit the application form and act as the Economic Development Organization for the Smoky Lake Region.

Town Council made the following motion at the May 13, 2024 Regular Council Meeting:

Motion No. 259-2024: The Town of Smoky Lake is in support of the Smoky Lake Region (Smoky Lake County, Town of Smoky Lake, Village of Vilna, and Village of Waskatenau) to become a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program (AAIP); and approve the Smoky Lake Regional Chamber of Commerce to be the lead in submitting the Rural Renewal Community Designation Application form and act as the Economic Development Organization (EDO) who will lead and manage the project and represent the Community through the designation period (approximately three-years) to fulfill the responsibilities of a designated community, which are:

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

Residents within the Smoky Lake Region have expressed a need regarding the benefits of the RRS program that supports newcoming workers to rural areas. Therefore, the RRS possesses great potential to fill labour opportunities and boost the recent community development efforts in the Smoky Lake Region.

Sincerely,



Amy Cherniwchan
Mayor

AC/lt

Cc. County of Smoky Lake Reeve, Jered Serben - jserven@smokylakecounty.ab.ca

Village of Vilna Mayor, Leroy Kunyk - kunyk@yahoo.ca

Village of Waskatenau Mayor, Richard Warren - rickwar1@live.ca

Smoky Lake Regional Chamber of Commerce - smokylakeregionalchamber@gmail.com



VILLAGE OF WASKATENAU

Box 99, Waskatenau, Alberta T0A 3P0

Phone: (780) 358-2208
Fax: (780) 358-2208
Email: waskvillage@mcsnet.ca
Website: www.waskatenau.ca

May 16, 2024

Alberta Advantage Immigration Program

The Municipal Council of the Village of Waskatenau fully supports submitting a joint application through the Alberta Advantage Immigration Program to become a Designated Community under the Rural Renewal Stream.

The Village of Waskatenau supports the efforts to improve services in the Smoky Lake region and working with community employers that have permanent jobs that need to be filled.

We commend all the municipalities in our region for their continued efforts to provide a leadership role for the betterment of the communities.

Thank you

Richard Warren
Mayor, Village of Waskatenau



Smoky Lake County

P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta TOA 3C0
Phone: 780-656-3730
1-888-656-3730
Fax: 780-656-3768
www.smokylakecounty.ab.ca

May 15, 2024

Email: ruralrenewal@gov.ab.ca

Alberta Advantage Immigration Program (AAIP)
Rural Renewal Stream (RRS)
Community Designation Application

Re: Endorsement Letter of Support to become a Designated Community

Smoky Lake County in partnership with Town of Smoky Lake, Village of Vilna, and Village of Waskatenau (being the four municipalities within the "Smoky Lake Region") supports and endorses becoming a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program (AAIP).

The County's endorsement of support was formalized through a resolution of County Council, made on May 9, 2024, under Motion #573-24, which also approved for the Smoky Lake Regional Chamber of Commerce, to be the lead in submitting the Rural Renewal Community Designation Application on our behalf and to act as the Economic Development Organization (EDO) to lead and manage the project as well as to represent our Smoky Lake Region throughout the designation period to fulfill the responsibilities of a Designated Community.

Furthermore, we acknowledge that if our designation is successful, our community's name will be posted on the Government of Alberta website, and if so, we look forward to welcoming newcomers to the community and helping candidates and their families settle into the community to help meet Smoky Lake Region's need for workers and entrepreneurs.

Yours truly,

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Jered Serben,
Reeve,
jserben@smokylakecounty.ab.ca

- Cc. Town of Smoky Lake Mayor, Amy Cherniwchan – amy@smokylake.ca
- Village of Vilna Mayor, Leroy Kunyk – kunyk@yahoo.ca
- Village of Waskatenau Mayor, Richard Warren – rickwar1@live.ca
- Smoky Lake Regional Chamber of Commerce – smokylakeregionalchamber@gmail.com



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**MLA, Calgary-Hays*

May 24, 2024

Dear Chief Elected Official

As you are aware, I recently introduced Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which proposes to modify two key pieces of legislation for Alberta municipalities – the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA). The proposed legislation will help municipalities accelerate housing development, strengthen provincial oversight, and update the rules for local elections and locally elected officials.

Firstly, I want to recognize the passionate and constructive feedback I have received from the many mayors, reeves, councillors, and school board trustees across the province over the past few weeks. Your involvement and ardent commentary are a testament to your good work as public servants.

I've heard your concerns and at the May 23, 2024, Committee of the Whole, amendments to Bill 20 were tabled to further clarify the intent of this bill and ensure that locally elected municipal governments will continue to govern in response to the priorities and interests of their residents.

Bill 20 will maintain the municipal ability to govern affairs within local jurisdiction while allowing Cabinet to step in when municipal bylaw crosses into provincial jurisdiction. This will ensure that municipal councils remain focused on municipal issues that their constituents elected them to address. Cabinet's authority to intervene in municipal bylaws will be considered as a last resort; I anticipate that this power will be used very rarely, if ever. As you may know, the ability for the provincial government to repeal or amend bylaws, or dismiss councillors is not new, as municipalities receive their authority from the provincial government as laid out in Canada's Constitution and Alberta's MGA. While Bill 20 proposes to update the process for the provincial government to act more quickly in extenuating, urgent circumstances, these are not new powers.

These amendments will provide additional guardrails for when municipal bylaws can be repealed through the Cabinet process, and remove the direct ability for Cabinet to dismiss a councillor. Cabinet would retain the authority to have a vote of the electors on the potential removal of a councillor, putting this choice back into the hands of the voters.

We have also received a number of questions about some of the changes to the LAEA regarding fundraising. Bill 20 will also increase transparency in campaign financing. Under the old rules, the LAEA only regulated Third Party Advertisers (TPAs) who advertised for the promotion or opposition of a candidate during an election, with donations to such entities limited to a maximum of \$30,000 for all individuals, unions, and corporations. The proposed changes require TPAs who are interested in an issue (rather than a specific candidate) to register and report their finances. We are further proposing to restrict contributions to \$5,000, and for

.../2

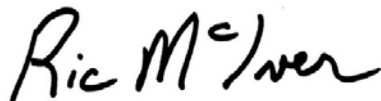
contributions to only be made by Albertans, Alberta companies, or Alberta unions. We are also proposing to further develop expense limits in the regulations.

Currently, municipal candidates are able to organize into political parties or slates without any rules around their organization. Adding rules around political parties will increase transparency for electors. Bill 20 will provide rules around enabling local candidates to identify with local political parties without direct affiliation to provincial or federal parties. I have publicly stated my intention to implement the option to include municipal political party affiliation on ballots only in the cities of Edmonton and Calgary. I will also note that any that no candidate will be required to join a political party - they will always remain voluntary and local.

I will continue to consider feedback as I bring Bill 20 through the legislative process. Alberta's government remains committed to fairness and due process and will continue working with local authorities to ensure Albertans have the effective local representation they deserve. Should the legislation pass, Municipal Affairs will be engaging with municipalities and stakeholders over the coming months to explain the changes Bill 20 will require at a local level, and develop regulations as required.

Please find enclosed the Bill 20 Fact Sheet, which can be found on the Government of Alberta website. This document offers clarifications on what Bill 20 means for municipalities and how the changes will impact municipal governments. For more information, please visit: www.alberta.ca/strengthening-local-elections-and-councils.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

Attachment: Bill 20 – Fact Sheet

Bill 20 – *Municipal Affairs Statutes Amendment Act, 2024* (AMENDED)

The proposed *Municipal Affairs Statutes Amendment Act, 2024*, would make changes to two key pieces of municipal-related legislation: the *Local Authorities Elections Act (LAEA)* and the *Municipal Government Act (MGA)*.

- The **LAEA** establishes the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis Settlements.
- The **MGA** establishes the rules governing the conduct of local elected officials once on council, as well as the overall administration and operation of municipal authorities in Alberta.

On May 23, 2024, amendments were tabled to more clearly outline the authorities to dismiss a councillor and repeal a bylaw.

Changes to local election rules under the LAEA

Proposed changes to the *LAEA* aim to add greater transparency to and trust in local election processes.

Description of Proposed Changes	Current Status
Align candidate eligibility criteria with councillor disqualification criteria in the <i>MGA</i> .	Candidates elected to council may face immediate disqualification due to misalignment with the <i>MGA</i> 's criteria.
Allow municipalities to require criminal record checks for candidates.	No provisions in place.
Allow union and corporate donations to local candidates, with the same donation limits as individual donors (\$5,000 per municipality per year).	Unions and corporations were prohibited from donating to municipal campaigns in the 2021 campaign.
Allow donations outside the local election year and require annual reporting of donations.	Donations outside of the campaign period (January 1 to December 31 in the year of a general election) were restricted to a maximum of \$5,000 per year.
Require third-party advertisers interested in plebiscites to register and report finances. Only Albertans, Alberta companies and Alberta unions can contribute to issues-based third-party advertisers, up to a maximum of \$5,000.	The <i>LAEA</i> only regulates third-party advertising for the promotion or opposition of a candidate during an election. There is no reference to issue-based advertising.
Limit donations to third party advertisers to \$5,000 per election period, which begins May 1 of the election year.	The current donation limit is \$30,000 for all individuals, unions, and corporations.
Enable regulation-making authority to define local political parties. This approach will be piloted in Calgary and Edmonton.	No provisions in place to regulate political parties at the local level.
Repeal the municipal authority to develop a voters list.	Municipalities can prepare a voters list, which must be shared with all candidates.
Require municipalities to use the most current provincial register of electors from Elections Alberta.	A permanent electors register is an internal document that assists with the conduct of an election. Municipalities can choose to develop one or not.
Expand the use of special ballots while strengthening special ballot processes.	Special ballots can only be requested for very specific reasons, including physical disability, absence from the municipality, or for municipal election workers.
Limit vouching to the ability to vouch for someone's address.	An elector can vouch for an individual's age, residence, and identity.
Repeal the ability for a candidate's official agent or scrutineer to object to an elector.	Candidate's official agents or scrutineers can object to an elector; however, the elector can still vote.
Enable regulation-making authority to postpone elections in emergencies.	No provisions in place to enable the Minister to postpone an election in the event of a natural disaster.

Prohibit automated voting equipment, such as electronic tabulators.	The <i>LAEA</i> permits municipalities, by bylaw, to process ballots by automated voting equipment.
Require recounts if requested by a candidate when the margin is within 0.5 percent of total votes.	Returning officers have discretion regarding recounts.
Clarifying rules and streamlining processes for scrutineers.	Concerns have been raised that the rules for scrutineers are not clear.

Strengthening the accountability of local councils under the *MGA*

Proposed changes to the *MGA* will help ensure local councils and elected officials are mindful of the common interests of Albertans and held to greater account by the citizens who elected them.

Description of Proposed Changes	Current Status
Require a councillor's seat to become vacant upon disqualification.	Municipal councils or electors can only remove a disqualified councillor through the courts if they refuse to vacate their seat.
Require mandatory orientation training for councillors.	Training for councillors must be offered, but there is no requirement for the councillor to attend the training.
AMENDED: Allow Cabinet to remove a councillor by ordering a vote of the electors to determine whether the councillor should be removed. An elector vote to remove a councillor is limited to councillors who Cabinet consider to be unwilling, unable, or refusing to do the job for which they were elected, or if Cabinet considers such a vote to be in the public interest by taking into consideration illegal or unethical behaviour by a councillor.	Minister can only remove a sitting councillor through the municipal inspection process and only under very specific circumstances.
Allow elected officials to recuse themselves for real or perceived conflicts of interest.	Elected officials can only recuse themselves for matters in which they have a financial interest.
Make the Minister responsible for validating municipal recall petitions.	A municipality's chief administrative officer is responsible for validating recall petitions.
AMENDED: Enable Cabinet to require a municipality to amend or repeal a bylaw given specific requirements are met that allow Cabinet to intervene (including: the bylaw exceeds the scope of the <i>MGA</i> or otherwise exceeds the authority granted to a municipality under the <i>MGA</i> or any other statute, conflicts with the <i>MGA</i> or any other statute, is contrary to provincial policy, or contravenes the Constitution of Canada.	Cabinet may only intervene with respect to a land use bylaw or statutory plan. No provisions exist.
Give Cabinet authority to direct a municipality to take specific action to protect public health and/or safety.	
Allow the Minister to outline joint use planning agreement criteria and requirements.	All criteria for these agreements are currently in the <i>MGA</i> .
Specify that the assessed person for an electric generation system is the operator.	There is a lack of clarity regarding who should be assessed for electrical generation systems.

Accelerating housing development under the *MGA*

Affordable and attainable housing has become one of the most urgent concerns across the country, and Alberta's government is constantly searching for innovative ways to meet this challenge, including new tools for municipalities to leverage under the *MGA*.

Description of Proposed Changes	Current Status
Require municipalities to offer digital options for public hearings on planning and development and restrict them from holding extra hearings when not required by legislation.	No requirements in place for digital options. Municipalities can hold extra hearings beyond what's legislated.

Description of Proposed Changes	Current Status
Fully exempt non-profit subsidized affordable housing from property taxation.	No provisions in place.
Enable multi-year residential property tax incentives.	Municipalities may offer multi-year incentives for non-residential development, but not residential development.
Limit the ability of municipalities to require non-statutory studies as requirements for building and development permits.	No provisions in place.

Next steps

Should the legislation pass, supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024. If passed, it is anticipated that the majority of the legislation would come into force upon proclamation. Provisions that have property tax implications retain a January 1, 2025, coming into force date.

Patti Priest

From: Carl Tatarin [REDACTED]
Sent: May 25, 2024 12:31 PM
To: shannon.stubbs@parl.gc.ca; Glenn van Dijken; Linda Fenerty; county
Subject: Seniors Assisted Home Care

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

Good day to everyone;

At a recent pot luck supper at our Senior Citizens drop in center we had a guest speaker representing "Apidae" Home Care out of Bonnyville.

This was a very enlightening presentation, as it brought up several points which were either direct or subtle. It was noted that Direct Points were;


- 1) Elderly people that end up in Hospital for whatever medical reason normally stay in that facility for extended periods until a suitable room is made available in another facility.
- 2) It was mentioned there is up to a 9 month waiting list before Elderly citizens are relocated to a Lodge or Extended Care facility.
- 3) It was mentioned that the Federal as well as Provincial Gov't's are leaning towards having our Elderly stay at home and providing care for them at their place of residence.
- 4) I believe the amount mentioned was a \$1400.00/month allowance for each individual to offset the cost of Home care. Note! I cannot recall if that was per month or annually.....which would not include mileage.
- 5) It was noted that the mileage rate for Home care was at 0.70 cents per kilometer. Average distance from Bonnyville to Vilna and district is approximately 100km. x 2 ways = \$140.00 each visit.
- 6) It was not clear if the Elderly were responsible for "out of pocket" mileage.
- 7) It was assumed the \$1400/ month was for 1 visit per week.

Subtle Points arising;

- 1) Winter months can see roads plugged making regular Home Care visits hampered by drifted and snowed in accesses.
 - a) Is there currently any partnering between Provincial or Municipal and Home Care Providers to ensure roads are cleared for scheduled visits?
 - b) Is there currently any Provincial or Municipal initiatives in place to ensure roads are made passable immediately following a snow event to Senior Citizen residences in a rural setting (in this case) within the County of Smoky Lake boundaries in case there is a Medical emergency within that Seniors residence?
- 2) The comment about there being up to a 9 month wait a Senior Citizen to be relocated from a Hospital to a facility within the community is to say the least alarming.
- 3) Vilna has a facility (Vilna Hospital) that is still mechanically maintained and is currently used by Dr's from Smoky Lake to see patients within the Vilna community.
 - a) Since the Dr's come to Vilna once a week anyways, is there any Federal, Provincial or Municipal drive to see this facility re-energized which can house 17 residents?
 - b) Aside from the current Old Age facility in Vilna, re-establishing the Hospital to a Long Term Care facility would revitalize the town as well as provide a much needed service to Vilna and district residents as well as Indigenous residents from Goodfish, Whitefish and Saddle Lake communities. Is there or will there be any movement in this direction from any of the Governing Bodies?

In closing, it would be much appreciated if a return mail from each Governing Body clarifying their positions on Long Term Care within the County of Smoky Lake and if any and what initiatives are being looked at.

A response would be presented back to the people attending the next Senior Citizens supper....Better still, I believe that it would be much more appreciated if each Governing Body could coordinate within themselves to send 3 representatives to attend (free supper) and present their respective positions on the above mentioned matters of Senior Citizens and Long Term Care with this electoral boundary.

Thank you,
Carl Tatarin
Senior Citizen




SPONSORSHIP & ADVERTISING OPPORTUNITIES!

On Sunday, August 25th, 2024, the UCC-APC will be celebrating our annual Ukrainian Day at the Ukrainian Cultural Heritage Village. This annual festival has been a signature community event for over 70 years!

The festival includes several activities, talent showcases, and commemorative events promoting and celebrating Ukrainian-Albertan heritage and culture. The event will feature modern & traditional Ukrainian dance and music, choirs, food vendors, presentations, children's activities, displays and much more!

We encourage you to show your support of the Ukrainian Canadian community, the largest population of Ukrainians outside of Ukraine itself, especially during the continued Russian invasion and war in Ukraine. Ukrainian Day is a unique opportunity to showcase your organization, business, or services to a large, diverse audience. A chance to show your community spirit and caring, while at the same time fostering brand recognition throughout the Ukrainian community in Alberta. To date, Alberta has welcomed more than 62,000 Ukrainian newcomers since March 2022.

You can show your support of Alberta's vibrant Ukrainian community at one of several different levels of sponsorship. All Ukrainian Day sponsors will be acknowledged. In addition, each level of sponsorship has a wide variety of profile and marketing opportunities. All sponsors will be profiled to maximum capacity by UCC-APC.

All sponsors will be provided with this standard package:

- **Logo and recognition on UCC-APC website, social media, e-Bulletins, and program booklet.**
 - All sponsors appear on the acknowledgement page of the program booklet
- **Prominent signage at Ukrainian Day (provided by us) VIA:**
 - Stand-up Banner
- **Opportunity to distribute corporate marketing item/brochure at the event (must be approved by the UCC-APC).**
- **Acknowledgement in the UCC-APC newsletter article about Ukrainian Day.**

A. 2024 Ukrainian Day Presenting Sponsor \$5,000 +

The Presenting Sponsorship is a unique opportunity for a company/organization to attach its name and reputation to an important annual event and be associated with the broader community in Alberta. This is a co-branding opportunity with the potential for lasting recognition and offers the chance for your corporate/organization name and logo to be prominently melded into all 2024 Ukrainian Day advertising and promotion.

All sponsors will be provided with the standard package described on page 1.

In addition, Presenting sponsors will receive:

- Opportunity to use 'Ukrainian Day Sponsor' on your promotional and advertising materials.
- **Full page** ad in the UCC-APC newsletter and program booklet distributed to 10,000+ contacts and online (*artwork to be provided by sponsor*).
- Exclusive recognition as the Presenting Sponsor in all event communications.
- Priority logo placement on event banners, website and promotional materials. This includes the Ukrainian Day Program booklet.
- LOGO placed on the **cover** of the Program Booklet.
- Opportunity to display up to **2 company banners** in the event areas.
- Announcements and recognition of sponsorship by the Emcee.
- **4 lawn signs** with logo (provided by us)
- **4 complimentary** entry passes to the event and the VIP lunch.

B. 2024 Ukrainian Day Concert Showcase Sponsor \$3,000 +

The Showcase Sponsor receives many benefits from sponsoring the headline event of the afternoon at Ukrainian Day.

All sponsors will be provided with the standard package described on page 1.

In addition, Concert Showcase sponsors will receive:

- Opportunity to use 'Ukrainian Day Sponsor' on your promotional and advertising materials.
- **Half page** ad in the UCC-APC newsletter, distributed to 10,000+ contacts, and online (art work to be supplied by sponsor).
- Logo placement on event banners, website and promotional materials. This includes the Ukrainian Day Program booklet.
- Banner with logo (supplied by sponsor) located on the **stage**.
- Announcements and recognition of sponsorship by the Emcee as the Showcase sponsor for the headlining event.
- **3 lawn signs** with logo (provided by us).
- **2 complimentary** entry passes to the event and the VIP lunch.



C. 2024 Ukrainian Day Silver Sponsor \$2,000 +

This sponsor will receive many benefits and prominent positioning of your organization's name and logo on all Ukrainian Day promotion and advertising materials.

All sponsors will be provided with the standard package described on page 1.

In addition, Silver sponsors will receive:

- **Logo placement on event banners, website and promotional materials. This includes the Ukrainian Day Program booklet.**
- **Quarter page ad in the UCC-APC newsletter and program booklet distributed to 10,000+ contacts and online (artwork to be provided by sponsor).**
- **2 lawn sign with logo (provided by us).**

D. 2024 Ukrainian Day Bronze Sponsor \$1000 +

For your sponsorship of this special event, you will receive positioning of your organization as follows:

All sponsors will be provided with the standard package described on page 1.

In addition, Bronze sponsors will receive:

- **Logo placement on event banners, website and promotional materials. This includes the Ukrainian Day Program booklet.**
- **Business Card size ad in the UCC-APC newsletter and program booklet distributed to 10,000+ contacts and online (artwork to be provided by sponsor).**
- **1 lawn sign with logo (provided by us).**



E. 2024 Ukrainian Day Activity Sponsor \$500 +

Businesses and organizations also have an opportunity to sponsor a specific component of Ukrainian Day 2024. Activity areas include:

- Volunteer Booth Sponsor
- Arts and Crafts Sponsor
- Market Sponsor
- Children's activities and games

For your sponsorship of this special component, you will receive positioning of your organization as follows:

All sponsors will be provided with the standard package described on page 1.

- **Business Card size ad in the UCC-APC newsletter and program booklet distributed to 10,000+ contacts and online (artwork to be provided by sponsor).**
- **Recognition of sponsorship at the site of the activity via company banner, logo or signage of choice.**

F. In-Kind Sponsor

To mount any event there are many needs and opportunities for businesses to provide in-kind support for items such as:

- **Decorations**
- **Tents**
- **Design of Promotional Materials**
- **Printing of Promotional Materials**
- **Technical equipment and support**
- **Photographer, Videographer**

If you are interested in an in-kind sponsorship, recognition will be provided at the level of support provided - in Program booklet, website, e-Bulletin.

Please contact our office for more details.

The Ukrainian Day Souvenir Program Booklet

Advertising Opportunities!

Printed in Full Colour

The Ukrainian Day Booklet is distributed free of cost to ***all attendees*** during Ukrainian Day

Advertising Rates:

Taxes do not apply to price!

Full Page

7 ¼" x 9 ¼" = \$800

Half Page

3 ½" x 9 ¼" or 7 ¼" x 4 ½" = \$550

Quarter Page

3 ½" x 4 ½" = \$325

Business Card

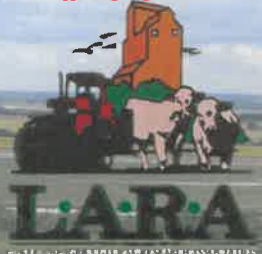
3 ½" x 2" = \$200

DEADLINES

Ad space reservation— **July 3, 2024**

Ad material submission— **July 15, 2024**

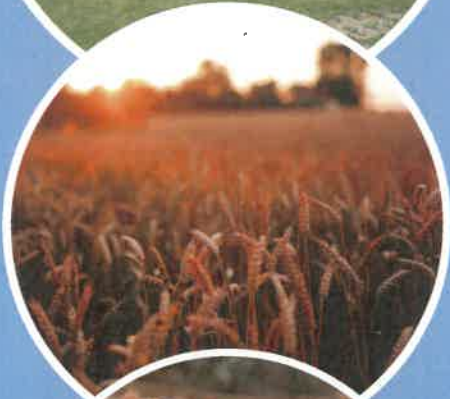
#10.5



SAVE THE DATES

Mark your calendars for
these great events
coming your way this
summer!

WWW.LARAONLINE.CA



JUNE 27, 2024

**JOHNSON-SU COMPOST
BIOREACTOR WORKSHOP**

JULY 25, 2024

FORT KENT SUMMER FIELD DAY

JULY 30, 2024

SMOKY LAKE SUMMER FIELD DAY

AUGUST 1, 2024

LAC LA BICHE SUMMER FIELD DAY

AUGUST 6, 2024

ST. PAUL SUMMER FIELD DAY

WATCH FOR MORE DETAILS AS IT BECOMES AVAILABLE AT WWW.LARAONLINE.CA

Memorandum

Date: May 29, 2024

To: Community Partners

From: Lisa Sparks, site manager, George McDougall - Smoky Lake Healthcare Centre and William J. Cadzow - Lac La Biche Healthcare Centre

RE: Update about Vilna Community Health Centre

The Alberta Health Services (AHS) Vilna Community Health Centre building has been undergoing maintenance and repairs over the past several weeks. This work is expected to be complete by the end of this week.

Beginning Monday, June 3, the Vilna Community Health Centre building will be open again and offering AHS Public Health and Laboratory services.

For questions or more information about Public Health or Laboratory appointments or services, call 780-656-3034.

The Vilna Raubenheimer Medical Clinic will also be available at the Vilna Community Health Centre building again beginning June 3.

For questions regarding the Medical Clinic and their services, patients may contact them directly at 780-656-2505.

For non-urgent health-related questions, please call Health Link at 811.

Thank you for your patience and understanding during this time. We are pleased that the building repairs and maintenance are complete and will continue to serve the community now and in the future.



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

May 23, 2024

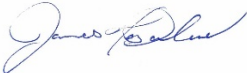
Board of Record – Library Services Grant Funding Disbursement

The following funds are scheduled to be disbursed to these libraries upon receiving the funds from Alberta Public Library Services Branch. 2019 population list is used to calculate the grant. These funds are to assist with the operating costs of serving the portion of Smoky Lake County residents in these areas.

If there is no change to your previous year funding formula, please find below the scheduled disbursements to the 3 library sites for your area. If you wish to make a change to this disbursement, please contact us by **June 30, 2024**.

Library Services Grant Disbursement		
2024 Year - Smoky Lake County		
	2019 Population	Library Services Grant at \$5.60 per Capita
Smoky Lake County	2461	\$ 13,781.60
	Admin Fee (1%)	\$ 137.82
	Total disbursement	\$ 13,643.78
Disbursement of Funds to Libraries within the County of Smoky Lake		
Current Funding Formula	%	\$
Ann Chorney Public Libray	25%	\$ 3,410.95
Smoky Lake Municipal Library	50%	\$ 6,821.89
Vilna Municipal Library	25%	\$ 3,410.95
Total Funds Disbursed	100%	\$ 13,643.78

Thank you for your cooperation with this matter. If you have any questions or concerns, please feel free to contact Northern Lights Library System.


James MacDonald
Executive Director


Jennifer Anheliger
Board Chair

[REDACTED]

From: Malcolm and Heidi kane [REDACTED]
Sent: May 22, 2024 12:41 PM
To: county
Subject: Vandalized signs
Attachments: Heidi County.docx

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

Please have this document for your next meeting. Thank you

To The Council of Smoky Lake County:

It has come to our attention that the signs that were vandalized and cut down at Garner Lake will not be replaced this year. We believe your reason is that it is not in this year's budget. We find this reason unacceptable. Once again, the County is allowing bad behavior to dictate the safety of the rest of the people of this County. This is more than a safety issue. You are putting the residents that live at a Birchland resort in danger. Emergency vehicles cannot find the different locations of individuals. I have experienced this first hand. Our neighbor fell in the bush and broke her femur. They called out through the trees because they did not even know their address. The ambulance could not find them. We went to meet the ambulance to show them where to find this person. It took over an hour for them to find her lot. She was air lifted out because too much time had passed.

These people only come on weekends. They do not live, shop, work in the county. Yet they get to dictate what the rules are here. I believe that if the County sign was vandalized it would be replaced or fixed. If a stop sign was taken away, would it too not be in the budget to replace?

Maybe putting the sign back with metal post and letting people know that bad behavior does not rule.

We feel this is just another example of the County not following through with their made-up bylaws and no consequences for criminal activity. Just like the Trail Structure plan that was to be completed in the fall of 2022. Yet here we are 2024 and nothing. Your Fire Ban Bylaw, No OHV, yet you can't call anyone. It took me 45 minutes to finally get fish and wildlife to return my call on OHV during fire ban. Monday you're by law officer called to see if someone did anything. By Monday they are gone. I truly hope that this Council will reconsider their decision on not replacing the signs. This should be a priority for the safety of your Taxpayers everywhere in this county.

Thank You

Malcolm and Heidi Kane

[Redacted]

From: Malcolm and Heidi kane [Redacted]
Sent: May 22, 2024 12:55 PM
To: county
Subject: Fwd: Replacement Signs
Attachments: image001.jpg

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

This is what I received after a message was left. Thank You

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

From: **Jordan Ruegg** <jruegg@smokylakecounty.ab.ca>
Date: Wed, May 15, 2024 at 9:04 AM
Subject: Replacement Signs
To: [Redacted]

Good morning Heidi. Thank you for your call yesterday.

To answer your question, Council has not made a decision at this time on whether to replace the signs that were vandalized. To my knowledge, other such signs have also been removed against the County's wishes. At this time, there is no money budgeted to replace the signs so it is likely that we would have to wait until next year at the earliest if Council is interested in reinstalling them.

Thanks,



Jordan Ruegg, B.A., MPlan
Planning and Development Manager
p:780-656-1588 or toll free 1-888-656-3730

c:780-650-5207

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

ᑭᓴᑭᓱᑭᓱ ᓴᑭᓱᑭᓱᑭᓱ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake

Located on Treaty 6 Territory and Homeland of the Métis Nation

RMA Seeking Input on the Community Aggregate Payment Levy

The RMA seeking member input to assist in negotiations for the renewal of the CAP Levy regulations

The [Community Aggregate Payment Levy \(CAP Levy\) Regulation](#) was introduced in 2006 and enables municipalities to impose a CAP Levy on a shipment of sand and gravel, based on a uniform levy rate of up to a maximum of \$0.40 per tonne, at the pit from which the material was extracted. The current regulation expires on December 31, 2024.

The RMA is engaging with the [Alberta Sand and Gravel Association](#) to discuss possible changes to the CAP Levy Regulation. As part of this negotiation process, the RMA would like to hear from members about their experiences with the current CAP Levy Regulation and any possible regulatory changes that may be required. This input will help guide the RMA's approach to the negotiation process.

If you would like to share your input on the CAP Levy Regulation, please contact RMA Policy Advisor Kallie Wischoff at kallie@rmalberta.com by **June 28, 2024**.

Kallie Wischoff

Policy Advisor

825.319.2245

kallie@RMALberta.com

Wyatt Skovron

General Manager of Policy & Advocacy

780.955.4096

wyatt@RMALberta.com

From: Memory Kodzai <reception@hfalberta.com>
Sent: Wednesday, May 29, 2024 9:05:55 AM
To: Lorne Halisky <lhalisky@smokylakecounty.ab.ca>;
Subject: Save the Date : HFHF AGM Meeting

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

Good morning all,
You are invited to the Healthy Families Healthy Futures Annual General Meeting on the 17th of June at 9:30am.
Please see attached save the date flyer for more details.
Have a wonderful day!

Memory Kodzai

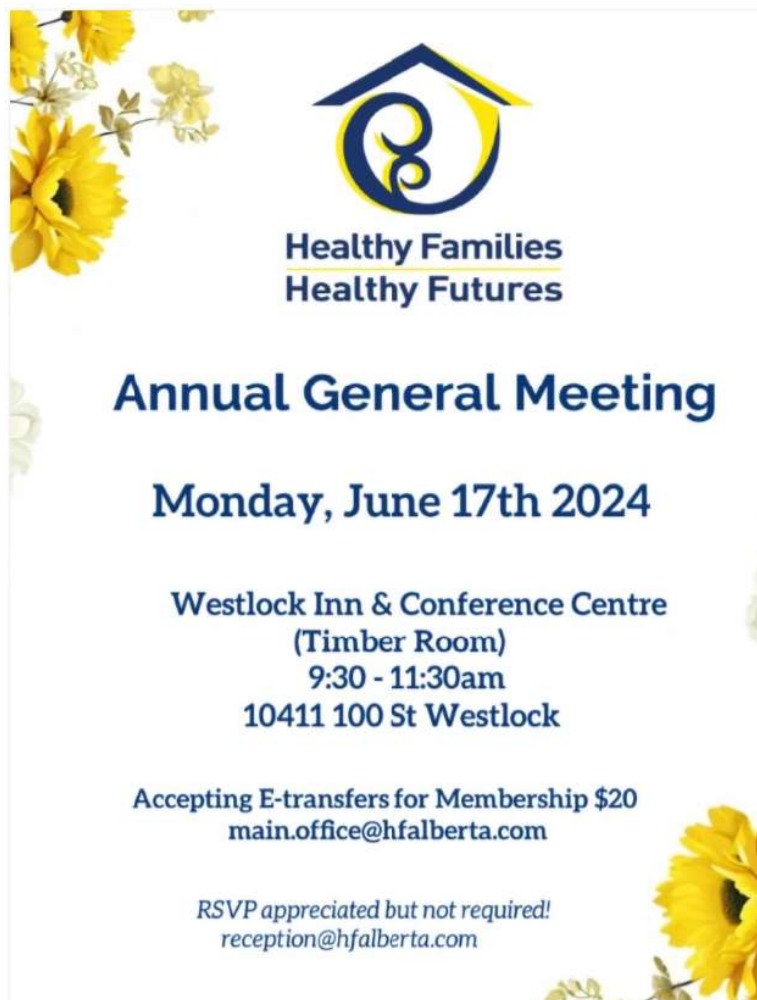
Rural Connections Family Resource Network Hub Navigator



Healthy Families Healthy Futures
Main Office 780-307-2444 ext. 0

Westlock, AB
www.hfalberta.com

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A flyer for the Annual General Meeting. It features a white background with yellow flowers in the corners. At the top center is the Healthy Families Healthy Futures logo, which consists of a blue house shape with a yellow and blue swirl inside. Below the logo, the text reads: "Healthy Families Healthy Futures", "Annual General Meeting", "Monday, June 17th 2024", "Westlock Inn & Conference Centre (Timber Room)", "9:30 - 11:30am", "10411 100 St Westlock". At the bottom, it says "Accepting E-transfers for Membership \$20" and "main.office@hfalberta.com". At the very bottom, it says "RSVP appreciated but not required!" and "reception@hfalberta.com".

**Healthy Families
Healthy Futures**

Annual General Meeting

Monday, June 17th 2024

**Westlock Inn & Conference Centre
(Timber Room)
9:30 - 11:30am
10411 100 St Westlock**

**Accepting E-transfers for Membership \$20
main.office@hfalberta.com**

*RSVP appreciated but not required!
reception@hfalberta.com*



Royal Canadian Mounted Police Gendarmerie royale du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified

Smoky Lake RCMP
5312 - 44 Avenue
Smoky Lake, Alberta
T0A 3P0

Your File Votre référence

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

Our File Notre référence

2024-05-27

Traffic Complaints at Public Works Shop

To whom it may concern,

Smoky Lake RCMP have received multiple complaints recently regarding vehicle traffic at the public works shop. The most regular issue seems to be vehicles pulling out of the yard and onto the roadway without stopping. While there is indeed little signage at that location, as per the Traffic Safety Act vehicles pulling out onto a road from a driveway or alley are required to come to a complete stop before proceeding.

I am writing you just to try to find a means to address the issue, rather than sending a ticket to the owner of each vehicle which we receive a complaint about. If it is not possible to add signage, perhaps it would be most prudent to remind all employees and contractors of the need to come to a stop before exiting the yard. I am much more interested in resolving the situation via communication rather than ticketing many employees if it can be avoided.

Thank you very much,

Cst. C. PATTULLO
Smoky Lake RCMP
PO Box 239
Smoky Lake, Alberta
T0A 3C0



May 21, 2024

Reeve Jered Serben
Smoky Lake County
Box 310 4612 McDougall Dr
Smoky Lake, AB T0A 3C0

RE: INVESTING IN TOMORROW

Food connects us all to agriculture, yet our youth are becoming increasingly disconnected from the story of their food and Alberta's rural heritage. At Agriculture for Life, Inc. (Ag for Life), we envision a province where all Albertans understand and appreciate the agriculture industry and the impact it has on their lives. Education is the key to achieving this vision.

As members of Alberta's agriculture community, we need:

- Tomorrow's consumers to understand the care, excellence, and pride Alberta's agriculture industry dedicates to producing safe, healthy foods for our communities, our province, and our world. This understanding is essential for Alberta producers and agriculture communities to continue to grow and prosper.
- Tomorrow's decision-makers to appreciate the challenges our producers face and the importance of our industry to the economy – and our lives.
- Tomorrow's workforce to be excited and inspired to consider a career in the agriculture and agri-food sector.

Misconceptions about agriculture are widespread, parents don't always have the answers, and teachers often lack the resources. This is where Ag for Life steps in, providing essential support to bridge these gaps. As the voice of Agriculture in the Classroom Alberta, Ag for Life provides factual, balanced, curriculum-linked agriculture literacy programs and resources to Alberta's educators and students.

Like us, the Rural Municipalities of Alberta recognize the importance of education in sustaining the agriculture industry and vibrancy of rural communities. Their Position Statement emphasizes that **"Teaching children in schools about farming and ranching is vital for building understanding between agricultural producers and non-farming Albertans."**

Sharing this aligned vision, Ag for Life offers invaluable support in advancing this by:

- Developing and delivering new educational programs, resources, and activities tailored to Alberta's unique agricultural landscape.
- Reaching more classrooms across the province, ensuring widespread agricultural literacy.
- Empowering teachers with the knowledge and tools they need to educate the next generation about agriculture.
- Connecting students directly with the food they eat and the people who produce it, fostering a deeper appreciation and understanding.
- Inspiring students to consider careers in agriculture, ensuring a robust and skilled future workforce.



Ag for Life is your bridge to future innovators, educators, consumers, and decision-makers. By partnering with Ag for Life, you can directly contribute to the education and empowerment of our youth, securing a strong future for Alberta's agriculture industry and its rural communities.

We invite you to make a difference, showing your support of this mission. An annual membership of \$2,500 will significantly enhance our ability to provide these essential educational resources and programs. Your support will directly impact the future of agriculture in Alberta, fostering a generation that is informed, engaged, and connected to their food and its sources.

Join us today in making a difference. Together, we can build a more informed and connected community, ensuring the sustainability and success of Alberta agriculture and rural communities for years to come.

I'd be delighted to arrange a call to provide more details about the membership or to explore further collaboration opportunities.

Sincerely,

A handwritten signature in blue ink that reads "Beth Halford". The signature is fluid and cursive, with a large loop at the end.

Beth Halford
Manager, Strategic Partnerships

CC: Carleigh Danyluk, Agricultural Fieldman



About Agriculture for Life

For over a decade, Agriculture for Life (Ag for Life) has been connecting educators, as well as students and their families to the food they eat through our science-based, balanced, curriculum aligned programs and resources.

We have established partnerships with a wide range of professional organizations, government agencies and academic institutions to advance the public understanding of Alberta agriculture and food systems.

Our goal is to educate Albertans about agriculture's role in feeding the world as it relates to food security, environment and climate change, economic diversification, innovation, careers and sustainability while building public trust along the entire value chain.

We bring agriculture to life!

Partnering With Ag For Life

Ag for Life is a strong voice in the promotion of agriculture and food literacy - combating myths and misperceptions, while building greater trust in our food system. But we don't do it alone! Ag for Life is supported by a diverse group of stakeholders with shared-values and a commitment to communicate and advance agriculture education that drives sound food policies and consumer choices now and into the future.

If your organization shares our vision, we would be proud to have your support. For more information contact info@agricultureforlife.ca.



agricultureforlife.ca



Our Priority Areas

Agriculture and Food Literacy

Ensuring that all people have access to sustainable, sufficient, safe, healthy and culturally relevant food is a key global challenge today. Human health and wellbeing are inextricably linked with a sustainable food system. Today more than ever, people are disconnected from agriculture with many being two or three generations removed from the farm. This disconnect leaves questions about food, its origins and its production. There is a real need for agriculture and food education if we are to cultivate informed and healthy citizens alongside a vibrant, healthy, sustainable industry. The good news is that there is a demand for this knowledge in schools, communities and homes across Alberta. We believe everyone should understand where their food comes from.

Advocacy

Consumers have questions about their food and how it is being produced. There is a myriad of complex, mis- and contradictory information, from Netflix documentaries to BuzzFeed articles, to the grocery store aisle and Instagram posts, leaving many consumers generally confused about agriculture and food production practices. This confusion, if not addressed, can become irrationally contagious and quickly spiral into mistrust of the entire industry. Misinformation feeds mistrust and we need to be proactive to negate this effect.

Ag for Life advances science-based information, promotes critical-thinking and amplifies Alberta agriculture's story through our robust media and public relations efforts and original content disseminated through our communications channels. Ag for Life is active on Facebook, Twitter, Instagram, LinkedIn, and out in the communities with our Know Your Food Mobile Education Unit.

Rural and Farm Safety

We believe anyone who gets to work, grow up on or visit a farm is blessed. Agriculture is full of possibilities. However we know it can be a dangerous occupation for primary producers and their families. While some injury risks for youth exist in both urban and rural environments, there are major injury risks that are unique to rural settings such as large equipment, livestock, open bodies of water, rural roads and suffocation hazards. Ag for Life's goal is to greatly reduce the number of rural and farm injuries and fatalities by providing educational safety awareness programming to rural youth and their families.

Our Reach

Our unique combination of programming has allowed us to foster deep grass-roots relations with multiple target audiences including primary producers, landowners, and farm families, educators, students, consumers, government, corporations and other industry stakeholders. In 2022, Ag for Life initiatives reached over half a million Albertans.



#10.13

8429 24th Street
Edmonton, AB T6P 1L3
(780) 416-6543
info@fedgas.com
www.fedgas.com

May 17, 2024

Daniel Moric, Gas Manager
Smoky Lake County
Box 310
Smoky Lake, AB T0A 3C0

Dear Mr. Moric:

Re: 2024 Operations & Maintenance (O&M) Audit for Smoky Lake County

On May 6, 2024, I completed an O&M Audit for Smoky Lake County.

The Audit was completed with;

- * Office Operations, Tools & Equipment and Field Inspection Sections
Daniel Moric
- * Tools & Equipment and Field Inspection Sections
Daniel Malysh

Based on the various components that were inspected during the Audit, Smoky Lake County is operating and maintaining a safe Gas Utility.

During the Audit some deficiencies were found that need to be addressed, which are listed on the enclosed O&M Audit Form. The O&M Audit Form has two tabs, the first tab is your complete O&M Audit findings, and the second tab is a summary of the deficiencies found during the O&M Audit. The deficiencies that were found in the field need to not only be addressed at the visited site but throughout your entire system.

Please review your deficiencies and send any corrected deficiency documentation prior to the deadline dates below. The documentation could include pictures, work orders, invoices, or a detailed letter. Once the corrective deficiency documentation is received, we will review the information and inform you of the status of your Audit.



8429 24th Street
 Edmonton, AB T6P 1L3
 (780) 416-6543
info@fedgas.com
www.fedgas.com

Documentation Smoky Lake County is to send to the Federation		
Documentation	Description	Due Date
Corrective Action Plan (CAP)	CAP is to include specific dates of when each of the deficiencies has/is expected to be corrected. To be sent to the Federation 10 working days from date of this Audit letter	June 3, 2024
Imminent Findings	Imminent Deficiencies are to be corrected immediately	N/A
Major Deficiencies	Major Deficiencies documentation is to be sent to the Federation within 30 days from the date that any communication whether verbal, via email, or a written Audit Report by either the O&M Auditor or the Federation is discussed/sent to the Distributor	N/A
Minor Deficiencies	Minor Deficiencies documentation is to be sent to the Federation within 90 days from the date of this Audit letter	August 17, 2024

Failure to comply with any part of the O&M Audit Process, as detailed in the Audit Procedures Section of the O&M Manual, will be reported to the Federation Executive Director who will report to the Federation Board of Directors and the Chief Officer under the Gas Distribution Act for further action.

Thank you for your co-operation during the Audit, for your preparedness, having the documentation readily available, and with keeping your scheduled Audit date.

If you have any questions, please feel free to contact me.

Sincerely,

Delbert G. Beazer, Federation O&M Auditor
dbeazer@fedgas.com / Cell: (403) 849-0311

cc: Lorne Halisky, Reeve
 Tyrell Ludwig, Chief Officer under the *Gas Distribution Act*

Information Released to Council

Tracking Number & Description of Information Released:	Date Released:	Municipal File #:
R069.24 - FCM update for RMA District 5	May 01, 2024	1-152
R070.24 - Emergency Kit Checklist	May 02, 2024	2-48
R071.24 - RMA 2024_05_03_Contact_Newsletter	May 06, 2024	1-10
R072.24 - UCC-APC newsletter May 4, 2024	May 06, 2024	1-209
R073.24 - RMA - CSDS Member Toolkit	May 06, 2024	1-10
R074.24 - Town FCSS Newsletter May 2024 combined	May 06, 2024	1-113
R075.24 - WFLFN#128 Management Team as of May 6	May 09, 2024	1-94
R076.24 - Gas Alberta Inc. Interim Report Mar 31-2024	May 10, 2024	9-23
R077.24 - RMA 2024_05_10_Contact_Newsletter	May 10, 2024	1-10
R078.24 - Smoky Lake Golf Course - May 2024 Newsletter	May 16, 2024	7-65
R079-24 - Manager's Report – May 2024	May 22, 2024	N/A
R080-24 - UCC_APC newsletter May 21, 2024	May 21, 2024	1-209
R081.24 - RMA 2024_05_17_Contact_Newsletter	May 21, 2024	1-10
R082-24 - ANI Smoky Lake Riding Club 2023 Fin Statement	May 27, 2024	7-65
R083.24 - Stay Cyber Safe - Tips & Tricks	May 27, 2024	14-19
R084.24 - RMA 2024_05_24_Contact_Newsletter	May 24, 2024	1-10
R085.24 - UCC-APC newsletter May 30, 2024	May 30, 2024	1-209
R086.024 - RMA Contact Newsletter May 31, 2024	May 31, 2024	1-10

Municipality of SMOKY LAKE COUNTY

	<u>CIBC GENERAL ACCOUNT</u>	<u>GENERAL ACCOUNT</u>	<u>ATB PAYROLL ACCOUNT</u>	<u>NOTICE ACCOUNT</u>
NET BALANCE AT March 31, 2024	329,512.35	217,538.33	261,039.24	12,913,686.10
Receipts for the month of April				
Interest	1,173.73	4,489.66	1,279.63	59,861.55
Taxes & Penalties		67,606.41		
Utility	1,641.15	355,524.87		
Miscellaneous Services & Sales		86,074.24		
Sale of Capital Assets		41,580.28		
Town and other Gas charges		63,431.89		
Alberta Transportation MVA Charge		85,064.84		
Alberta Govt Policing refund		45,294.00		
Grants - FCSS		24,376.71		
Water Commission Admin fee		26,000.00		
Transfer From Savings		1,000,000.00		
Total Receipts	2,814.88	1,799,442.90	1,279.63	59,861.55
SUB-TOTAL	332,327.23	2,016,981.23	262,318.87	12,973,547.65
LESS				
Disbursements for the month of April				
Transfer funds to ATB Payroll	-	648,819.71		
Bills and Accounts		337,938.23	337,938.23	
Bank Charges	-	159.51	-	339,346.10
Transfer From Savings				-
Total Disbursements	-	986,917.45	-	-
	11.50		1,407.87	1,000,000.00
	-	-	-	-
NET BALANCE AT April 30, 2024	332,315.73	1,030,063.78	260,911.00	11,973,547.65
Bank Balance at April 30, 2024	332,315.73	1,156,109.94	260,911.00	11,973,547.65
Outstanding Deposits		22,982.43		
Less Outstanding Cheques		-		
		149,028.59		
NET BALANCE AT April 30, 2024	332,315.73	1,030,063.78	260,911.00	11,973,547.65

REVOLVING LINE OF CREDIT

NET BALANCE AT March 31, 2024	<u>0.00</u>
Disbursements	0.00
Payments	0.00
NET BALANCE AT April 30, 2024	<u>0.00</u>

THIS STATEMENT SUBMITTED TO COUNCIL

Reeve

Secretary-Treasurer

County Council Meeting: June 13th 2024

Batch #	Cheque Numbers	Total of Batch
PMCHQ237	52510 TO 52534	\$75,540.79
PMCHQ238	52535 TO 52555	\$56,872.24
PMCHQ240	52556 TO 52571	\$18,478.07
PMCHQ243	52572 TO 52596	\$869,747.76
Total Cheques from 52510 to 52596		\$1,020,638.86

Batch #	EFT Numbers	Total of Batch
240508	1360 to 1376	\$64,846.19
240521	1377 to 1387	\$16,599.91
240522	1388 to 1400	\$211,864.19
240530	1401 to 1415	\$104,295.95
Total EFTs from 1360 to 1415		\$397,606.24

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY076	My HAS	\$955.83
PMPAY077	My HAS	\$17.17
Total Direct Debits		\$973.00

Grand Total Bills and Accounts	\$1,419,218.10
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(Note: From General Account)